

Formal Minutes of IP Inclusive Advisory Board meeting 25 September 2024

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1. ATTENDANCE

Apologies

Josh McLennon, Charlene Nelson, Susan Antoine

Meeting attendees

Abdulmalik Lawal, Ben Buchanan, Caelia Bryn-Jacobsen, Carol Arnold (chair), Julie Browne, Liam Lawlor, Megan Rannard, Pete Fellows, Sally Bannan (secretary), Saiful Khan.

2. NON-BINDING ACTIONS/SUGGESTIONS ARISING FROM DISCUSSIONS

Carol/Sally to check with Andrea if she has already organised to attend the CIPA Paralegal conference on behalf of IP Inclusive

Carol & Sally to come up with a draft schedule of 2025 meeting dates for IPIAB comment once 2025 IPIM meeting schedule is set

Pete to ping Sally the various 2025 IP conference dates

Sally to liaise with the IPIM secretary (Clair Curran) on mechanics of meeting request being sent out, and Carol/Sally to liaise with Clair on the agenda. [Superseded by Andrea sending out the meeting request to IPIAB Board members]

3. MEMBERSHIP UPDATES

By the end of October, 6 of the original IPIAB will have stepped down, and for one further member their term will come to an end as they have not requested extension or responded. The remaining board members have expressed an interest to stay on for between 1-3 additional years, and IPIM have approved all requested extensions of term. Membership of IPIAB is relatively flexible so if anyone changes their minds, they only need to request *via* the IPIM secretary/admin group of IP Inclusive, with copy to the IPIAB chair and secretary.

Andrea wants to move on with the recruitment drive for this round of IPIAB Board recruitment, including assessing the gaps that are forming with people leaving.

It was noted that it is IPIM’s responsibility to appoint new members of IPIAB, and members of IPIAB can be involved in the process. In terms of backgrounds, IPIM would like to have people on IPIAB (both to fill gaps and to add other viewpoints):

- FICPI

- solicitor or barrister background (IPLA if possible)
- CIPA Informals
- IP in academia
- representation from outside the IP sector altogether

Suggestions from the meeting for other organisations or sectors included

- someone from abroad (we have Josh, but others could be useful e.g. US, another EPC country, someone linked to EPO/WIPO)
- connection with IPO DEI committee, IPFed (already have Sally & Julie B – but good to keep this connection into the future)
- IPReg, government links (Carol notes IPAN - an organisation that promotes the importance and understanding of IP for various groups including business/ gov/academia)
- small party parliamentary group
- more representation from paralegal/support staff (CIPA Paralegal conference would be good to attend and recruit – Caelia happy to contact but let's check with Andrea about whether she has already made contact on this)
- should be representative of all the IP Inclusive interest groups (need to check in IPIAB membership that each community is represented after current recruitment round and maybe think filling gaps by IPIAB member participation in underrepresented IP Inclusive interest groups)
- more male representation

IPIAB members can suggest new members, and anyone can approach IP Inclusive as a potential IPIAB member. Note that 1.4(e) of ToR of IPIAB provides that IPIAB members “...Act as links between (i) IPIM and (ii) the people and organisations they represent or have access to.”.

As part of the recruitment process, Andrea asks if IPIAB members would be prepared or able to give soundbite or other form of testimonial about what being a member of IPIAB gives to you. Please send any direct to Andrea; she may send a note on this too.

The procedure for IPIAB recruitment includes advertising, IPIAB members sending in suggestions, and an application form. Andrea has proposed to have a subgroup (2 IPIM + 2 IPIAB) to look at the applications that come in. Volunteers are requested for the 2 IPIAB members of this subgroup, ideally to have HR/recruitment experience. Once recommendations from this sub-group are made to IPIM, IPIM will decide and thereafter it comes back to IPIAB for consultation prior to appointments being made. There will need to be a short deadline for response and there needs to be adherence to the deadline for the process to work.

ToR says that IPIAB should have 10-30 members. We noted that it at least feels like 20 is a good number so that e.g. any meeting is quorate. Also, a number up to 30 would be fine.

4. OTHER ISSUES DISCUSSED

The Board discussed various questions put forward by Board members on our Terms of Reference remit, effectiveness and interactions with IPIM, including coordinating meeting timings, as we move towards refreshment of the Board and its second term of office.

There was also a useful discussion regarding a terminology issue requested by Andrea.