

Intellectual Property Caribbean Association

MINUTES of the Board of Directors

held on the 3 November 2018 at the Hilton Blue Lagoon Hotel, Miami at 4.00pm

Present:

Huw St. J. Moses
Kenneth G. Porter
Rosalind Smith-Millar QC
Kimberley Roheman

Quorum

A quorum was present. It was noted that Jessica Ward was not able to attend the AGM and accordingly was not present for the meeting.

Appointment of Chairman

Huw Moses was appointed Chairman of the meeting.

Committees – Board Liaison

Kenneth agreed to continue as the Board liaison for the Education & Training Committee. It was agreed Jessica should continue as the Board liaison for Legislation and Regulatory Liaison Committee. Rosalind agreed to become the Board liaison for the Marketing Committee and Kimberley agreed to be the Board liaison for the Enforcement & Anti-Counterfeiting Committee.

Administrative Report

There was some discussion as to whether the time had come to start to use some funds to pay for some administrative support. Huw thought that IPCA had not yet reached the point where that was economically viable. However it was noted that a lot of administrative support presently came from the Secretary, Kim Rough-Moses, who was not paid. The Board believed that consideration should be given to not requiring the payment of the meeting attendance fee by HSM IP in respect of her attendance at meetings. HSM explained the work undertaken in maintaining the website by HSM IP's marketing Manager and in collecting fees by it's Finance Department. It was agreed that a quote should be obtained to revamp the website to make it easier to maintain and to add a payment gateway. HSM would obtain some quotes for review at the next Board meeting.

2019 AGM

The Board supported the idea of the next AGM being held in a Caribbean country subject to a feasibility review re costs and accessibility of different countries. Huw indicated that the Secretary would do some research and some findings would be presented at the next Board meeting.

Firm's with offices in more than one country

After a review of the Articles (in particular clauses 2.1. and 3.3 and the Definitions section) the Board was of the view that if a Member had an office in more than one country each office would need to separately join as a Member.

New Directors

Huw would be in contact with the new directors to address the formalities and KYC aspects of their appointments. The expiry of Zaida's appointment as a director would also need to be formally recorded in IPCA's records and at the Cayman Registry of Companies.

Next Board Meeting

It was agreed the Board would try to meet every other month on the third Thursday of the month at 10.00 am Cayman time. HSM would send out invites.

The meeting ended at 4.45 pm.



Chairman