

**Minutes of the Institute for Small Business and Entrepreneurship  
Annual General Meeting**

**held at the Crowne Plaza, Newcastle  
on Thursday 14<sup>th</sup> November 2019 at 13.00**

Vice President Kelly Smith (KS) chaired the meeting.

KS opened the meeting.

**1. Minutes of the last AGM**

The minutes of the last AGM held 8<sup>th</sup> November in Birmingham – copies of which were available on the ISBE website – were approved. Proposed by David Higgins (DH) and seconded by Simon Bridge (SB).

**2. Annual Report of the Trustees and Financial Statements**

An abbreviated annual report and financial statements for the year ended 31 December 2018 had been posted on the ISBE website for Members to download.

The Financial statements for the year ended 31 December 2018 were approved at the ISBE September Board Meeting.

**3. Re-appointment of Auditors**

It was approved that the Auditors GBAC Limited should be reappointed and that the ISBE Board will fix their remuneration. Proposed by Anthony Wall (AW) and seconded by Andrew Henley (AH).

**4. Announcement of 2018 RAKE Winners**

KS announced that 2019 RAKE Winners were:

Isla Kapasi – University of Leeds

“Scholars don’t know about entrepreneurship; entrepreneurs do”. Exploring the deeper perceptions, ideologies and resistances to using entrepreneurship scholarship amongst nascent entrepreneurs

She offered her congratulations to the team involved and wished them every success with these initiatives.

**5. Vice-Presidents’ updates**

KS invited the VP’s to give a brief update of their work:

Professor Kiran Trehan - VP Research

- Developing and delivering a research and knowledge exchange activities to support and extend the reach of ISBE

- Development of Industry days – One example of this was Professor Mark Gilman and I showcased the work of the Institute and its members as an example of best practice for engagement with business users by raising its viability and profile through research led initiatives. The event was very well attended and had excellent social media coverage
- The introduction and development of a series of blogs as part of Rake funding application and knowledge exchange pieces for the website to raise the profile of our research activities

#### Dr Kelly Smith - VP Education and Practitioner Learning

- Formal launch of the joint EEUK/ISBE Col for Research in Enterprise Education in April 2019
- Lead on and provided input into the ISBE KEF response
- Provided input into the BEIS Princes' Trust review on Youth Entrepreneurship
- Work of ISBE and ISBE members highlighted in the APPG for Entrepreneurship Enterprise Education report published in November 2018

#### Dr David Higgins - VP Communities

- SIG Growth from 9 - 11 established / operating over a 12 month period of growth
- COI Growth from 0 - 2 established / operating over a 12 month period of growth
- Average population of SIGs /COIs - 250 members
- Established structure of the establishment of SIG/Col
- Dedicated Finance Structure for SIGs/COIs in place, (which is currently under review)
- Record Number of SIG events in 2018/2019 – 13 recorded
- Attendance averaging at 25 per event
- Increase number of collaborative events 2018/2019 (internally & externally)

#### Leigh Sear - VP Policy and Practice

- Review of the policy and practice priorities with the ISBE Board
- Ongoing discussions with policy and practice bodies about the use of ISBE research (e.g. TEN, BEIS, LEPs)
- Organisation of the first policy and practice roundtable (to held at the ISBE Conference in Newcastle)
- Work with Advance HE to support publication of the enterprise and entrepreneurship education framework

### Tony Wall - VP Finance

- Using a cash-based system ISBE made a moderate surplus in 2018
- ISBE is still very reliant on the annual conference for its income. The various revenue streams for the 2018 conference accounted for just under 97% of its income.
- In 2018 ISBE invested £5,494 on SIG/COI activities. That has already been exceeded in 2019, given the Institute's strategy of further developing our SIG/COI network, where the figure stands at £7,032 at the end of October.

### **6. Re-elected/Co-opted Trustee**

KS thanked Paul Jones and Simon Raby for their continued support and re-appointed them as co-opted Board Members as the Editor of IJEER and as the International Representative, respectively.

### **7. Outgoing Trustees**

KS reported that she was now standing down as the Vice President for Education and Practitioner Learning after two terms on the Board. AW and the ISBE Board expressed their thanks to her for all her hard work, time and contribution.

KS expressed her thanks to Dr Robert Newbery, Newcastle University and Michele Rusk, Northumbria University as outgoing ISBE2019 co-chairs.

### **8. Any other business**

There being no further business, the Vice President thanked members for attending and closed the meeting.