

Minutes of LWETB Board Meeting

Date	Monday 20 th June, 2022
Time	5.30 p.m.
Venue	Teleconferencing due to COVID19

Attendance

(Present: P, Apologies: AP, Absent: AB)

Board Member		Board Member	
Mr. Luke Casserly	P	Cllr. Frankie Keena	P
Mr. Donie Cassidy	AB	Cllr. Denis Leonard	AP
Cllr. Aoife Davitt	P	Ms. Kathleen McGahern	P
Cllr. John Dolan	AB	Mr. Mark Murphy	AP
Cllr. Michael Dollard	AB	Cllr. Garry Murtagh	P
Ms. Josephine Donohue	AP	Cllr. Peggy Nolan	AP
Ms. Niamh Ginnell	P	Ms. Mary O'Brien	P
Cllr. Ken Glynn	AB	Cllr. Pat O'Toole	P
Cllr. Gerry Hagan	P	Ms. Emily Wallace	AB
Mr. Colm Harte	P	Mr. Colin Whyte	P
Cllr. Louise Heavin	P		

Also Present:

Ms. Liz Lavery, Chief Executive	P	Ms. Antonine Healy, Director of FET	P
Mr. Brian Higgins, Director of SYM (Acting)	P	Ms. Geraldine Lee, Administrative Officer	P
Mr. Charlie Mitchell, Director of OSD	P		

1. Preliminary

Chairperson, Cllr Aoife Davitt, opened the meeting by welcoming everyone present.

1.2 Resolution for the Appointment of the Chief Executive

LWETB Board ratified appointment of Liz Lavery as Chief Executive of LWETB.

The Chairperson, Cllr. Aoife Davitt congratulated Ms. Liz Lavery on her appointment to Chief Executive. She wished her well in her position. Several members wished her congratulations on her appointment and wished her well for the years going forward.

Proposed: Cllr. Frankie Keena **Seconded:** Cllr. Gerry Hagan

1.3 Apologies

Ms. Josephine Donohoe

Cllr. Denis Leonard

Mr. Mark Murphy

Cllr. Peggy Nolan

Condolences

████████████████████, on the death of ██████████ Maire Seoighe.

████████████████████, on the death of ██████████ Jim Kearns.

████████████████████, on the death of ██████████ Claire Curley.

Congratulations

Ms. Aoife Davitt, Chairperson congratulated the students and thanking the staff and wishing the students and the staff good luck with their exams.

1.3 Minutes of meeting of 21st March, 2022

Proposed: Cllr. Pat O'Toole **Seconded:** Ms. Kathleen McGahern

1.4 Matters arising from minutes

No matters arising.

2. Summary of Correspondence

2.1 Summary of Correspondence

Correspondence items of importance were highlighted by Ms. Liz Lavery and noted by the Board.

3. Committee Reports

3.1 Audit and Risk Committee

The Reports of Meetings dated 4th March, 2022 and 10th June, 2022 were noted by the Board.
 The Activity Report for Audit and Risk Committee for the year to December 2021 was noted by the Board.

3.2 Finance Committee

None for this meeting

3.3 Youth Work Committee

None for this meeting

3.4 Boards of Management

The following Boards of Management Minutes were noted by the Board:

Lanesboro College 6th April 2022
 Castlepollard Community College 4th April, 2022
 Columba College, Killucan 24th March, 2022
 Mullingar Community College 3rd February, 2022
 Castlepollard Community College 1st February, 2022
 Mullingar Community College 16th December 2021

4. Policies & Procedures

The following policies were noted by the Board:

- 4.1 LWETB Hybrid Working Policy
- 4.2 LWETB Hospitality & Gifts Policy
- 4.3 LWETB Managing Attendance & Sick Leave Policy
- 4.4 LWETB Protected Disclosures Policy

5. Governance & Publications

5.1 LWETB Service Plan 2022

Proposed: Mr. Colm Harte **Seconded:** Cllr. Pat O'Toole

5.2 LWETB Chairperson's Comprehensive Report 2021

Small amendments to Chairpersons Comprehensive Report 2021 were made

Proposed: Cllr. Louise Heavin **Seconded:** Mr. Colin Whyte

5.3 LWETB Annual Report 2021

Small amendments to Annual Report were made

Proposed: Cllr. Pat O'Toole **Seconded:** Cllr. Garry Murtagh

5.4 Circular Letters

Noted

6. Chief Executives Report

Finance Report

The Finance Report was noted by the Board.

Buildings Report

The Buildings Report was noted by the Board.

HR Report

The HR Report was noted by the Board.

Authorisation for placing deposits with NTMA

- **The Board authorises placing deposits with the NTMA within the meaning of Part 3 of the National Treasury Management Agency (Amendment) Act, 2000.**

Under the Education and Training Board Act 2013, an ETB can invest money with the NTMA within the meaning of Part 3 of the NTMA (Amendment) Act, 2000. Initial discussions regarding same have taken place with the NTMA. Funding received from the DoE or SOLAS will be lodged with the NTMA. This process will be managed by NTMA finance department.

Permission from the Board to invest in Central Treasury Notes with NTMA is required, and Board approval for the completion of the Customer Mandate lodgement of funds with the NTMA is also required. Board members approved same.

Proposed: Cllr. Aoife Davitt **Seconded:** Ms. Kathleen McGahern

- **Corporate Governance**

Ms. Liz Lavery, Chief Executive presented LWETB Compliance Tool. LWETB are 87% compliant out of 100%. LWETB is working to achieve 100% by year end by providing CPD and Customer Service/Customer Charter.

- **REALT Presentation.**

Ms. Mary Coyle, Co-ordinator, LWETB REALT gave a presentation on Ukrainian students enrolled in schools. Mary replied to a number of Board members queries.

- Ms. Antonine Healy, Director of Further Education and Training (FET) gave a presentation about the FET response for programmes to Ukrainians. Antonine responded a number of Board member ~~and~~ queries and board commended on the excellent response to this crisis.

7.1 Motions

None

8. Any Other Business

8.1 Date and location of next meeting

It was agreed that 6 meetings would take place annually, 3 on teleconferencing and 3 face to face.

It was agreed that the Executive of LWETB would look at the calendar of dates for LWETB meetings going forward and get back to Aoife to contact Westmeath and Longford County Councils to get dates of Council meetings.

There being no further business the meeting concluded at 7.30 p.m.

Signature of Presiding Chairman: _____

Dated: _____