

## Minutes of LWETB Board Meeting

<b>Date</b>	19 <sup>th</sup> September, 2023
<b>Time</b>	5:30 p.m.
<b>Venue</b>	LWETB Connolly Campus, Longford.

### Attendance

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

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

Also Present:

Ms. Liz Lavery, Chief Executive	P	Ms. Antonine Healy, Director of FET	P
Mr. Brian Higgins, Director of SYM	P	Ms. Elaine McEvoy, Administrative Officer	P
Mr. Charlie Mitchell, Director of OSD	AP	Ms. Gabrielle Gilligan, Clerical Officer	P

## 1. Preliminary

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

### 1.2 Apologies

Mr. Luke Casserly  
Cllr. Michael Dollard  
Ms. Niamh Ginnell  
Cllr. Ken Glynn  
Cllr. Emily Wallace  
Cllr. Gerry Hagan  
Cllr. Denis Leonard  
Cllr. Louise Heavin

### Congratulations

Congratulations to Meighan Duffy, Athlone Community College on receiving the Maths Teacher of the Year Award.

## Condolences

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

### 1.3 Adoption of Minutes 20<sup>th</sup> June 2023

**Proposed:** Cllr. Pat O'Toole **Seconded:** Mr. Donie Cassidy

### 1.4 Matters arising from minutes.

None

## 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 report in respect of meeting held on 19<sup>th</sup> May 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

Ardcoil Phádraig 09<sup>th</sup> February 2023

Ardcoil Phádraig 10<sup>th</sup> May 2023

Mullingar Community College 09<sup>th</sup> February 2023

Mullingar Community College 27<sup>th</sup> March 2023

Mullingar Community College 30<sup>th</sup> March 2023

**Noted by the Board**

## 4. Policies and Procedures

### 4.0 Policies and Procedures

Cornamaddy CNS Admission Policy 23-24  
Cornamaddy CNS Child Safeguarding Statement  
Cornamaddy CNS Code of Behaviour  
Cornamaddy CNS Critical Incident Policy  
Cornamaddy CNS Inclusion Policy  
Cornamaddy CNS Safety Statement LWETB

**Noted by the Board**

## 5. Governance and Publications

### 5.1 Circular Letters

**Noted by the Board**

### 5.2 Section 40 Registered Charity Declaration 2022, Charity Compliance Record Form 2022, Charity Governance Code 2022

Ms. Liz Lavery, Chief Executive, took members through the Registered Charity Declaration 2022, Charity Compliance Record 2022 and the Charities Governance Code 2022 and answered queries in relation to same. A copy of the documents were circulated to members before the meeting.

**Noted by the Board**

### 5.2 LWETB Property Register

Digital Hub, Edgeworthstown, Co. Longford  
One-year licence approved.

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

## 6. Chief Executive's Report

### 6.1 Chief Executives Report

#### Finance Report

Noted by the Board

#### HR Report

Noted by the Board

#### Buildings Report

Noted by the Board

#### General Updates

Ms. Liz Lavery, Chief Executive updated the Board on the Task List from the Board meeting that took place on 20<sup>th</sup> June, 2023 and the format Board Meetings was agreed up to and including May 2024. Ms. Lavery also advised that an external facilitator would attend the November meeting to take members through the Board Evaluation Process.

## 7. Members Business

### 7.1 Motions

None for this meeting

## 8. Any Other Business

None for this meeting

### 8.1 Date and location of next meeting

It was agreed that the next meeting would take place in Mullingar on Tuesday 14th November 2023.  
Venue to be confirmed.

There being no further business the meeting concluded at 6.35p.m.

Signature of Presiding Chairman: \_\_\_\_\_

Dated: \_\_\_\_\_