

<b>Minutes of LWETB Board Meeting</b>			
<b>Date</b>	Monday 20 <sup>th</sup> March, 2023		
<b>Time</b>	5.30 p.m.		
<b>Venue</b>	Teleconferencing - On-Line on Microsoft Teams (MS)		
<b>Attendance</b>			
<b>(Present: P, Apologies: AP, Absent: AB)</b>			
Board Member		Board Member	
Mr. Luke Casserly	<b>AP</b>	Cllr. Frankie Keena	<b>P</b>
Mr. Donie Cassidy	<b>P</b>	Cllr. Denis Leonard	<b>P</b>
Cllr. Aoife Davitt	<b>P</b>	Ms. Kathleen McGahern	<b>P</b>
Cllr. John Dolan	<b>P</b>	Mr. Mark Murphy	<b>AP</b>
Cllr. Michael Dollard	<b>AB</b>	Cllr. Garry Murtagh	<b>AB</b>
Ms. Josephine Donohue	<b>AP</b>	Cllr. Peggy Nolan	<b>P</b>
Ms. Niamh Ginnell	<b>P</b>	Ms. Mary O'Brien	<b>P</b>
Cllr. Ken Glynn	<b>AB</b>	Cllr. Pat O'Toole	<b>P</b>
Cllr. Gerry Hagan	<b>AP</b>	Cllr. Emily Wallace	<b>P</b>
Mr. Colm Harte	<b>P</b>	Mr. Colin Whyte	<b>P</b>
Cllr. Louise Heavin	<b>P</b>		
Also Present:			
Ms. Liz Lavery, Chief Executive	<b>P</b>	Ms. Antonine Healy, Director of FET	<b>P</b>
Mr. Brian Higgins, Director of SYM	<b>P</b>	Ms. Geraldine Lee, Administrative Officer	<b>P</b>
Mr. Charlie Mitchell, Director of OSD	<b>P</b>		
<b>1. Preliminary</b>			

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

### 1.1 Conflict of Interest Form

The Chairperson invited members to disclose any conflict of interest they might have. No member declared any conflict of interest.

### 1.2 Apologies

Luke Casserly  
Josephine Donoghue  
Gerry Hagan  
Mark Murphy

### Condolences

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

**Proposed:** Mr. Donie Cassidy      **Seconded:** Cllr. John Dolan

### 1.4 Matters arising from Minutes

None

## 2. Summary of Correspondence

### 2.1 Summary of Correspondence

No correspondence for this meeting.

## 3. Committee Reports

### 3.1 Audit and Risk Committee (See Appendix 1 and 2)

Report of the Review of Operation of the System of LWETB Internal Control was noted by the Board

The report of Meeting dated 6<sup>th</sup> March, 2023 was noted by the Board.

Annual Report 2022 including Self Assessment and Attendance at ARC meetings noted by the Board.

### 3.2 Finance Committee (See Appendix 3)

The report in respect of meeting held on 16<sup>th</sup> March, 2023 was noted by the Board.

### 3.3 Youth Work Committee Nominee

Longford Comhairle na nÓg - Terri Kemple

**Proposed:** Ms. Mary O'Brien

**Seconded:** Cllr. Peggy Nolan

### 3.4 Boards of Management

Lanesboro Community College dated 18<sup>th</sup> January, 2023

**Noted by the Board**

#### **Board of Management Nominees:**

Athlone Community College

Parent Representative – Somesh Kumar

**Proposed:** Cllr. Frankie Keena **Seconded:** Cllr. John Dolan

Castlepollard Community College

Parent Representative – Gillian Roddy

**Proposed:** Mr. Donie Cassidy **Seconded:** Cllr. Denis Leonard

Columba College, Killucan

Community Representative – Des Briody

**Proposed:** Cllr. Denis Leonard **Seconded:** Mr. Donie Cassidy

Templemichael College

Parent Representative - Jim Bruen

**Proposed:** Cllr. Peggy Nolan **Seconded:** Cllr. Pat O'Toole

#### **Board of Management for Community School**

Moate Community School

Cllr. John Dolan and Ms. Niamh Ginnell will remain on the Board of Management of Moate Community School.

Cllr. Louise Heavin to be replaced on Board of Management, Moate Community School by Ms. Liz Lavery, Chief Executive or Mr. Brian Higgins, Director of Schools, Youth and Music.

#### 4. Policies & Procedures

No policies for this meeting

#### 5. Governance & Publications

### 5.1 LWETB Annual Financial Statements

The Finance Committee have reviewed the Financial Statements and in their report to the Board they recommend that the Board adopt the Financial Statements as presented by the Chief Executive and that they should be signed by the Chairperson. Members of the Board received a copy of the unaudited draft Financial Statements before the meeting. The draft Financial Statements for the period 01st January, 2022 to 31st December, 2022 were adopted by the Board. The Financial Statements will be sent to the C&AG by 01st April, 2023.

**Proposed:** Mr. Donie Cassidy

**Seconded:** Mr. Colm Harte

### 5.2 LWETB Statement of Internal Control

A review of internal controls has been carried out by the Audit and Risk Committee on behalf of the Board in accordance with sections 7.7 – 7.11 of the Code of Practice for the Governance of ETBs and the procedures outlined there in appendix 13 (per circular letter 02/2019). They have issued a report to the Board recommending the signing of the SIC. The Board reviewed the effectiveness of the internal control system and approved the signing of the Statement of Internal Control.

**Proposed:** Cllr. Frankie Keena

**Seconded:** Cllr. Denis Leonard

### 5.3 LWETB Annual Report 2022

**Proposed:** Cllr. Pat O’Toole

**Seconded:** Cllr. Frankie Keena

### 5.4 Protected Disclosures Annual Report 2022

**Proposed:** Cllr. Peggy Nolan

**Seconded:** Cllr. Aoife Davitt

### 5.5 Scholarships 2023

**Proposed:** Cllr. Frankie Keena

**Seconded:** Mr. Colin Whyte

### 5.6 Circular Letters

Noted by the Board

## 6. Chief Executives Report

### **Finance Report (See Appendix 4)**

The Finance Report was noted by the Board.

### **Buildings Report (See Appendix 5)**

The Buildings Report was noted by the Board.

### **HR Report (See Appendix 6)**

The HR Report was noted by the Board.

### **General Up-dates**

Board updated on Task List from February 2023 meeting.

### **Music Generation Presentation (See Appendix 8)**

Ms. Mary-Jane Sweeney, Music Development Officer, Longford gave the presentation and Ms. Margaret Broome, Music Development Officer, Westmeath was there at the meeting. Mary-Jane gave an overview of Music Generation.

## 7. Motions

### 7.1 Motions

None

## 8. Any Other Business

### 8.1 Castlepollard

Ms. Liz Lavery, Chief Executive up-dated the Board regarding Castlepollard – HSE Land.

### 8.2 Date and location of next meeting

It was agreed the next meeting would take place in Mullingar, Venue to be confirmed on Tuesday, 9<sup>th</sup> May, 2023 at 5.30 p.m.

There being no further business the meeting concluded at 7.05 p.m.

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

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