

## Minutes of LWETB Board Meeting

**Date:** Tuesday 16<sup>th</sup> April 2024

**Time:** 6.00 p.m.

**Venue:** Online via MS Teams

### Attendance

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

| Board Member          |           | Board Member          |           |
|-----------------------|-----------|-----------------------|-----------|
| Mr. Luke Casserly     | <b>P</b>  | Cllr. Frankie Keena   | <b>AP</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>AB</b> | Mr. Mark Murphy       | <b>P</b>  |
| Cllr. Michael Dollard | <b>P</b>  | Cllr. Garry Murtagh   | <b>AP</b> |
| Ms. Josephine Donohue | <b>P</b>  | Cllr. Peggy Nolan     | <b>AB</b> |
| Ms. Niamh Ginnell     | <b>P</b>  | Ms. Mary O'Brien      | <b>P</b>  |
| Cllr. Ken Glynn       | <b>AP</b> | Cllr. Pat O'Toole     | <b>P</b>  |
| Cllr. Gerry Hagan     | <b>P</b>  | Ms. Emily Wallace     | <b>AB</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. Charlie Mitchell, Director of OSD | <b>P</b> | Ms. Gabrielle Gilligan, Clerical Officer | <b>P</b> |
| Mr. Brian Higgins, Director of SYM    | <b>P</b> |  |          |

### 1. Preliminary

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

#### 1.1 Conflict of Interest Disclosure Form

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

#### 1.2 Apologies

Cllr. Ken Glynn  
Cllr. Frankie Keena  
Cllr. Garry Murtagh

## 1.2 Condolences

- None for this meeting

## 1.3 Adoption of Minutes of 19<sup>th</sup> March 2024

**Proposed:** Mr. Donie Cassidy. **Seconded:** Mr. Luke Casserly.

## 1.4 Matters arising from Minutes

No matters arising.

# 2. Summary of Correspondence

## 2.1

2.1.1 Minister Foley's office have acknowledged receipt of a letter of invitation to open and visit LWETB schools.

2.1.2 An email acknowledging receipt of a letter by the HSE confirmed a feasibility study may be carried out at St. Peter's, Castlepollard.

# 3. Committee Reports

## 3.1 Audit & Risk Committee

**None for this meeting.**

Risk Report

**Noted by the Board.**

## 3.2 Finance Committee

Annual Report of Finance Committee to Board Report of the Meeting.

**Noted by the Board.**

## 3.3 Youth Work Committee

**None for this meeting.**

It was noted that the UBU Briefing Paper had been sent to all Board member.

## 3.4 Boards of Management

Templemichael College BOM 20 November 2023

Templemichael College BOM 14 March 2024

Castlepollard Community College BOM 7 February 2024.

**Noted by the Board.**

# 4. Policies

#### 4.1 LWETB Policies

LWETB Desk Sharing and Hot Desk Policy.

**Noted by the Board.**

### 5. Governance and Publications

#### 5.1 Circular Letters.

**Noted by the Board.**

#### 5.2 LWETB Property Register.

Director of OSD indicated that the lease agreement for the following property will fall due later this year or early in 2025. As the Department requires a minimum of six months' notice it was decided to bring to this meeting for approval: -

1. Digital Business Hub, Edgeworthstown, Co. Longford – 1-year lease

**Proposed: Cllr. Pat O'Toole. Seconded: Mr. Colin Whyte.**

### 6. Chief Executives 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

Chief Executive updated the Board regarding the recent dialogue meeting with Quality and Qualifications Ireland (QQI).

The reconfiguration of Head Office is ongoing.

A meeting is scheduled with the Department of Further and Higher Education, Research, Innovation and Science (DFHERIS) looking at the FET sector to get a clearer sense of how delivery happens on the ground in FET.

### 7. Members Business

#### 7.1 Motions

**None for this meeting.**

## 8. Any Other Business

### 8.2 Meeting Date

The next meeting will be in August to convene the next Board.

The Chief Executive expressed her appreciation and thanked every member of the Board for their work over the years, stating that this Board has been very committed to the work of LWETB and the schools. Chief Executive also thanked the Board for the support that they have given to her and to the Senior Leadership Team over the past five years.

The Chairperson thanked the current and previous Chief Executive and Senior Leadership Team for all their support and work over the past five years. And also thanked the Members of LWETB Board for their attendance and commitment to the work throughout the years. It is always clear that everyone wants the best for LWETB and to the learners.

There being no further business the meeting concluded at 7.09p.m.

Signature of Presiding Chairman:

Dated: 16<sup>th</sup> September 2024