



**LWETB Head Office  
Marlinstown Business Park  
Mullingar  
N91 RW96**

## Minutes of LWETB Board Meeting

<b>Date:</b>	Tuesday, 20 <sup>th</sup> August 2024
<b>Time:</b>	6.40 p.m.
<b>Venue:</b>	Mullingar Park Hotel, Dublin Road, Mullingar, Co. Westmeath

### Attendance

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

Board Member		Board Member	
Mr. Owen Catterall	<b>P</b>	Cllr. Frankie Keena	<b>P</b>
Ms. Sheila Corcoran	<b>P</b>	Cllr. Denis Leonard	<b>AP</b>
Cllr. Aoife Davitt	<b>P</b>	Cllr. Pdraig McNamara	<b>P</b>
Cllr Alfie Devine	<b>P</b>	Mr. Mark Murphy	<b>P</b>
Cllr. John Dolan	<b>P</b>	Cllr. Peggy Nolan	<b>P</b>
Cllr. Michael Dollard	<b>P</b>	Cllr. Pat O'Toole	<b>P</b>
Cllr. Niall Gannon	<b>P</b>	Cllr. Emily Wallace	<b>AB</b>
Cllr. Ken Glynn	<b>P</b>		
<b>Also Present:</b>			
Ms. Liz Lavery, Chief Executive	<b>P</b>	Mr. Brian Higgins, Director of Schools, Youth and Music	<b>P</b>
Mr. Charlie Mitchell, Director of OSD	<b>P</b>	Ms. Antonine Healy, Director of FET	<b>P</b>
Ms. Elaine McEvoy, Communications Officer	<b>P</b>	Ms. Gabrielle Gilligan, Clerical Officer	<b>P</b>

## 1. Introduction and Welcome

Chief Executive welcomed everyone present and confirmed that each member had signed in and completed a conflict-of-interest form for this meeting.

The Chief Executive drew the members attention of members to the Briefing Memo which provides an overview of the Board's role and functions, etc., this will be revisited during the Board training later; it also outlines the purpose of the post-election meeting.

Before we move on to the purpose of this meeting those present must nominate a member to Chair the meeting.

## 2. Election of Chairperson for the current meeting

On the proposal of Cllr. Ken Glynn, seconded by Cllr. Denis Leonard, Cllr. Aoife Davitt was nominated to chair the meeting.

As there were no other members proposed, Cllr. Aoife Davitt was elected as Chair for the meeting.

Cllr. Aoife Davitt welcomed all present.

### 3. Apologies

Cllr. Frankie Keena.  
Ms. Joanne Cosgrove

### 4. Appointment of five members in accordance with Section 30 subsection (11) of the Education and Training Boards Act 2013.

**Members then cast their votes:**

**Category 1 – Bodies Representative of Business, Industry and Employers:**

The members present cast their votes and Mr. Donie Cassidy was deemed elected.

**Category 2 – Bodies Representative of Learners:**

The members present cast their votes and Mr. Luke Casserly was deemed elected.

**Category 3 – Bodies Representative of persons engaged in the Management of, or Leadership in recognised schools:**

The members present cast their votes and Ms. Olivia Callaghan was deemed elected.

**With the above three persons elected, one from each category, we will now move to fill the remaining two places.**

The members present cast their votes for the **fourth place** on the board and Mr. Colm Harte was deemed elected.

The members present cast their votes for the **fifth place** on the board and Ms. Niamh Ginnell was deemed elected.

### 5. Items for noting

LWETB are currently seeking expressions of interest for the:-

- Audit and Risk Committee
- Finance Committee
- Boards of Management

ETBI Annual Conference will take place on 25<sup>th</sup> & 26<sup>th</sup> September in Wexford, we will be sending delegates to the conference.

Training will be provided to introduce members to the travel set up – how to claim expenses.

Correspondence will issue shortly in relation to the above.

### 6. Date and time of next meeting

It was agreed by all members present to hold the next meeting of the board on Monday 16<sup>th</sup> September at 6pm here in the Park Hotel, Mullingar.

There being no further business the meeting concluded at 7.35pm.

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Signature of Presiding Chairperson:

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