

## Board Documents:



### Minutes of Board Meeting

The main object for which the Youth Work Ireland is established is:

- To benefit the community through a planned programme of education designed for the purpose of aiding and enhancing the personal and social development of young persons through their voluntary participation, and which is complementary to their formal, academic or vocational education and training; and is provided by voluntary youth work organisations. (Constitution of YWI)

**Date:** 30<sup>th</sup> September 2023

**Time:** 10.30am

**Venue:** Dominick Street

**Chair:** Catherine Durkin (Chairperson)

**Present:** Catherine Durkin (Chairperson); Michael Connolly (Company Secretary); Sean Roche, Danielle Gayson, Berni Smyth; Geraldine Hogarty, Deborah Fakeye (President); Donal Kelly,

**Apologies:** John Byrne; Eddie D’Arcy, Caroline Flanagan. Geraldine Hogarty

**In Attendance:** Patrick Burke CEO (in attendance). and Mary Horgan in attendance for Finance Items, Gina Halpin for presentation on the communication strategy. Leo Gavin from the National Youth Action Group was also in attendance.

	Agenda Item	Actions /Decisions
	<b>Presentation of Operational Plan</b>	Gina Halpin (Head of Information and Inclusion) presented the new Youth Work Ireland Communications Strategy. The presentation was very much welcomed by the board, and it prompted a very lively discussion on how we can better communicate the impact of our work to our key stakeholders and the public at large. There was also some discussion on how we can continue our discussion with our members on our collective branding. The board then formally adopted the Communications Strategy.
<b>1</b>	<b>Welcome and Introductions.</b>	The chair welcomed everybody to the meeting. In particular she welcomed Leo to his first meeting of the board.
	<i>a.</i> Quorum	She declared that a quorum was present for the meeting.

	b.	Adoption of Agenda	The agenda was reviewed and adopted.
	c.	Conflict of Interest	The chair invited those present to declare if anything on the agenda represented a conflict of interest for them. No such conflict was declared.
	d.	Conflict of Loyalties	The chair invited those present to declare if anything on the agenda represented a conflict of loyalty for them. No such conflict was declared.
	e.	Apologies	Apologies from John Byrne; Eddie D’Arcy, Caroline Flanagan and Geraldine Hogarty were noted.
<b>2</b>	<b>Minutes and Matters Arising</b>		
	a.	Minutes of Meeting 11 <sup>th</sup> June 2023	The meeting reviewed the minutes of the meeting of 11 <sup>th</sup> June 2023, and they were the formally approved.
	c.	Minutes for Board Meeting 11 <sup>th</sup> June for Publication	The meeting reviewed the minutes of the meeting of 11 <sup>th</sup> June 2023 for publication and they were the formally approved.
	d.	Matters Arising	There were no matters arising.
<b>3</b>	<b>Finance</b>		
	a.	Management Accounts 31 <sup>st</sup> June 2023	The Head of Finance presented the half year financial statements to the subgroup and also provided a detailed commentary. Both income and expenditure are in line with expectations.
	b.	Balance Sheet 31 <sup>st</sup> June 2023	The meeting reviewed and approved the Balance Sheet to 31 <sup>st</sup> June 2021
	c.	Cashflow Report 31 <sup>st</sup> June 2023	It was noted that considering the need to invest in Phase 2 of the essential works in Dominick Street, that cash flow will be challenging towards the end of the year. The management accounts, balance sheet and cash flow were then formally approved by the subgroup.
	d.	Update from Grants Committee	The meeting reviewed the report from the Grants Sub-group.
	e.	Governance Subgroup Minutes 23 <sup>rd</sup> June 2023	The meeting reviewed the minutes of the Governance Subgroup Minutes of 23 <sup>rd</sup> June 2023 and they were formally approved.
	f.	Funding Phase 2 of works in Dominick Street – Ratification of e-mail vote.	The board then formally ratified the email vote on this topic.
	g.	Youth Work Ireland Reserves	The board agreed to using some of our reserves to match fund our grant from Dublin City Council for this work.

	<i>h.</i>	Update of payments from SEUPB	The meeting was given an update report on payments from SEUPB. The situation has very much improved. It was agreed that our strategy to speed up payments was successful.
	<i>i.</i>	Proposed move to Public Sector Pay Scales and compliance with National Pay Agreements	The board reviews and discussed a detailed paper which have been prepared by the CEO in consultation with our HR Consultant and our HOF on this topic. The board agreed to proposal.
<b>4</b>	<b>Strategic Considerations</b>		
	<i>a.</i>	Gaelscoil Choláiste Mhuire Update and work on the roof of 20 Lower Dominick Street	The CEO informed the meeting that the construction phase of Gaelscoil Choláiste Mhuire Update adjacent to Dominick Street has begun. The contractor will be renting our basement for the duration of the project. Our professional team is in contact with their team to ensure that the development has not adverse effect on our building. Our architect has assured us that he is happy with the condition survey which was submitted to us by the construction company.
	<i>b.</i>	Reform of the Youth Services & Review of Youth Information	The review is coming to an end. The team is currently finalizing the criterion for admission to the scheme in consultation with stakeholder. In October the scheme will be transferred from the Reform Unit to the Youth Affairs Unit for implementation. Any changes to the scheme will not impact us until 2025.
	<i>c.</i>	INFONOMICS Conference	The meeting was informed that preparations for the conference are well advanced and that we are expecting that the event will be well attended. This conference is a critical element of our strategy to improve youth information services in Ireland. It is hoped that we will be in a position to influence policy makers and politicians to better resources youth information.
	<i>d.</i>	Safeguarding – Tusla Training for all board members	All board members were reminded to ensure that they forward their Tusla Safeguarding certificated to national office for our files.
	<i>e.</i>	YWI Pre-budget submission	It was agreed that we would write a letter to the minister reminding him of our key asks in our prebudget submission.
	<i>f.</i>	ECYC update	The Chair provided a comprehensive update on ECYC to the board: ECYC, founded in 1976, is a European network of youth clubs and organizations promoting open youth work and non-formal education so that young people across Europe have access to quality open youth work opportunities. YWI is a long-standing member. The current representatives to ECYC are <i>Geraldine Moore</i> and <i>Catherine Durkin</i> . It has 23 members. It also partners on some local projects. (see below <i>Rural Youth Cinema</i> ).

			<p>ECYC is in a period of transition with a new Secretary General Ana Mosiashvili. ECYC hopes to again position itself as an agent for change in open youth work policy and practice across Europe and an influential partner and lobbyist on youth affairs. It also partners on some local projects. (see below <i>Rural Youth Cinema</i>).</p> <p>The reports of the completed work plan of 2023 are now available as follows:</p> <ul style="list-style-type: none"> <li>• <i>Guide: Greening Youth Work</i></li> <li>• <i>Digital Youth Clubs and open access methods coping with the COVID 19 pandemic.</i></li> <li>• <i>Covid- 19 crisis management and recovery in youth clubs and other forms of neighborhood work</i></li> <li>• <i>Skills Anticipation: better youth work education for a better future</i></li> <li>• <i>Position paper on migrant youth and youth clubs</i></li> <li>• <i>Training manual “DIY: from European Policy to Making Local Democracy”.</i></li> </ul> <p><b>Access to the above will be forwarded to members of the board.</b> Please note that YWI members contributed to some of the above, particularly the COVID response reports.</p> <p>An updated strategic plan is now being worked out and an accompanying work plan. The next General Assembly takes place in Brussels on 27<sup>th</sup> and 28<sup>th</sup> October with a new strategic plan.</p> <p><b>Rural Youth Cinema /partner meeting: County Limerick 30<sup>th</sup>/31<sup>st</sup> August 2023</b></p> <p>This commenced in late January 2023. ECYC and Limerick Youth Service are two of the partners with the lead partner the University College Leuven Limburg . The project aims to shed a new light on rural youth work and combat negativity and guide young people in making ethnographic documentaries. Young people in Limerick produced a documentary on their activities with the youth service. Partners visited Rathkeale, Askeaton and Doon and a fascinating glimpse was provided into the youth work which happens in smaller towns and villages. A notable aspect was that the youth premises were spacious, central, and very user friendly.</p> <p>ECYC is funded by the Erasmus +Program of the European Commission and the European Youth Foundation of the Council of Europe.</p>
5	<b>Operational</b>		
	a.	Planning for Organisational Work Plan & Budget 2023	The CEO informed the meeting that work on the operational plan for 2024 and the associated budgets is currently underway and we hope to have a draft budget for the Decembmer meeting.
6	<b>Federal Governance</b>		

	<i>a.</i>	Review of Constitution and Membership Charter	The meeting was informed that proposed changes to our constitution were forwarded to our solicitor for comments.
	<i>d.</i>	National Youth Action sub-group report (Danielle Gayson)	Danielle reported that the number of members has improved significantly and that the group will working well. They are planning on a study visit to Brussels in a few weeks time, during which they hope to engage with the European institutions.
	<i>e.</i>	Advocacy Sub-Group	The group agreed that the group should concentrate its energy on one or at least a small number of issues. We also agreed we need to garnish support from the maximum number of member services and if possible, ensure the direct voice of young people is heard. In order to select issues that youth workers and young people believe are important to them we have asked HOA to carry out a very brief survey with direct youth workers in the member services. They will inform the Board of the outcomes of the survey before we agree a strategy for advocacy.
	<i>g.</i>	Chair and CEO Meetings with regional Boards.	The Chair and the CEO will endeavour to continue their series of meetings with regional boards in the coming months.
<b>7</b>	<b>National Office Governance</b>		
	<i>a.</i>	Establishing the new governance structure	<p>It was agreed that at the forthcoming RD Residential we will encourage more of the RDs to sign up to the sub-groups. In the meantime, the following was agreed:</p> <p>Bernie Smith will come on to the premises sub-group and she will become Chair of the Support to members sub-group. Donal Ryan will join the Governance Sub-group. Danielle Gayson will also join the Governance Subgroup</p> <p>Bernie Smith will join the board staff meeting in 15<sup>th</sup> November. The CEO will send a reminder to staff about the Board staff Meeting.</p>
	<i>b.</i>	Board Staff Meeting – agreed new date.	15 <sup>th</sup> November - 4.00pm Zoom
	<i>c.</i>	Safeguarding Q 2 Report	The meeting approved the Safeguarding Q2 Report.
	<i>d.</i>	Risk Register & Charity Regulator	The CEO reported that he had updated both the Risk Register and the Charity Regulator’s Report following the board’s work on both documents during their residential. Both documents are now being digitalised.

		Report migrating online	
	e.	Plan for Board's key priorities 2023-2024	The board reviewed its Priorities for 2023-2023. It was agreed that Donal Ryan would lead on Item 4 – Youth Information Services. This document will be reviewed at each Board meeting.
	f.	Co-option on Members of the Youth Action Subgroup to the Board.	The following were co-opted from the National Youth Action Group unto the Board of Youth Work Ireland  Leo Galvin Doireann Walsh Molly Hickey
8	<b>Any Other Business</b>		
	a.	<i>Next Meetings: 9<sup>th</sup> December 2023</i>	<b><i>It was agreed that the next board meeting will take place on 9<sup>th</sup> December at 11.00as Dominick St. Dublin. This will be followed by our Christmas Lunch</i></b>

## Board Registration Record 2023

11 current Members: Quorum is 50% +1 which is 6 Members present.

		Code of Conduct Signed	Trustee Register of Interest	Tablet Policy	25 <sup>th</sup> Feb 2023	20 <sup>th</sup> Apr 2023	10 <sup>th</sup> June 2023	11 <sup>th</sup> June 2023	30 <sup>th</sup> Sept 2023
1	John Byrne	✓		✓	✓	✓	✓	✓	Apol
2	Michael Connolly	✓	✓	✓	✓	✓	✓	✓	✓
3	Tom Dunne	✓	✓	✓	✓	✓	Resigned		

4	Catherine Durkin	✓	✓	✓	✓	✓	✓	✓	✓
5	Deborah Fakeye	✓			Apol	✓	Apol	Apol	✓
6	Caroline Flanagan	✓	✓		✓	✓	Apol	Apol	Apol
7	Danielle Gayson	✓	✓	✓	Apol	✓	✓	✓	✓
8	Catherine Corbett	✓	✓	✓	✓	✓	Resigned		
9	Joseph Burke	✓	✓	✓	Apol	✓	Resigned		
10	Geraldine Hogarty	✓	✓	✓	✓	✓	Apol	Apol	Apol
11	Eddie Darcy				✓	✓	Apol	Apol	Apol
12	Sean Roach				✓	✓	Apol	Apol	✓
13	Bernie Smith						✓	✓	✓
14	Donal Kelly						Apol	Apol	✓