

Minutes of Board Meeting for Publication

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 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)



Youth Work Ireland

Be Part of It

Date: 10th February 33496hj2024
Time: 11.00am
Venue: Dominick Street.
Chair: Catherine Durkin (Chairperson)

Expected : Catherine Durkin (Chairperson); Michael Connolly (Company Secretary); Danielle Gayson, Geraldine Hogarty, Deborah Fakeye (President); Donal Kelly, John Byrne; and Sean Roche.

Apologies: Eddie D’Arcy, Berni Smyth, Molly Hickey, Caroline Flanagan,

In Attendance: Leo Gavin, Doireann Walsh, Patrick Burke CEO., Mary Horgan in attendance for Finance Items and Micheal McLoughlan for presentation of work.

| | Agenda Item | Actions / Decisions |
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| 1 | Welcome and Introductions. | Micheal McLoughlin, Head of Communication and Advocacy gave a presentation of his work to the board. There then followed a lively discussion on the central importance of advocacy to our work. The board thanked Michael for all his great work in this area and also our Advocacy sub-group. |
| | a. Quorum | The chair declared that a quorum was present. |
| | b. Adoption of Agenda | The agenda was then reviewed and adopted. |
| | c. Conflict of Interest | The chair invited those present to state if any agenda item constituted a conflict of interest for them. No such conflict was declared. |
| | d. Conflict of Loyalties | The chair invited those present to state if any agenda item constituted a conflict of loyalty for them. No such conflict was declared. |
| | e. Apologies | Apologies from Eddie D’Arcy, Berni Smyth, Molly Hickey, Caroline Flanagan, were noted. |
| 2 | Minutes and Matters Arising | |

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| | a. | Minutes of Board Meeting 9th Dec 2023 | The minutes for the meeting of 11 th December 2023 were formally approved. |
| | c. | Minutes for Board Meeting 9 th Dec for publication | The minutes for the meeting of 11 th December 2023 of publication were formally approved. |
| | d. | Matters Arising | There were no matters arising. |
| 3 | Finance | | |
| | a. | Management Accounts 31 st December 2023 | Following some preliminary remarks from Michael Connolly (Acting Treasurer), the HOF provided a detailed commentary to the board. |
| | b. | Balance Sheet 31 st December 2023 | The meeting then reviewed the balance sheet. It was agreed that we currently have a strong and healthy balance sheet. |
| | c. | Cashflow Report 31 st December 2023 | The meeting noted that cash flow is also healthy, and we are not predicting going into the red at any stage in 2024. The management accounts, balance sheet and cash flow report were then formally approved by the board. |
| | d. | Update from Grants Committee | The Head of Finance updated the board on the grants that were currently being applied for. The board asked the CEO to pass on their thanks to the staff for all the successful work that is being done in this area. |
| | e. | Governance Subgroup Minutes 30 th Jan 2024 | The Board noted the minutes of the governance subgroup from their 30 th January 2024 meeting. |
| | f. | Budget 2024 | The Head of Finance presented the final draft budget for 2024. It was noted that the actual allocation of the YSG was not included as was the current provisions of the national pay agreement. After some discussion, the board formally approved the budget. |
| | g. | Peach Plus: New Amplify Project | The CEO informed the meeting that along with our partners, our application to SEUPB for this project was successful. Youth Work Ireland will focus on recruitment of young people within the areas of: Louth (Dundalk (Muirhevnamor etc) Drogheda, Carlingford, Omeath, Cooley Peninsula, Ardee, Dunleer), Monaghan/ Cavan (Clones, Castleblaney, Carrickmacross, Ballybay, Belturbet, Ballyjamesduff, Virginia, Kingscourt) We will be using outreach and detached methods for recruiting. The target group are young people who are the most marginalised and disadvantaged aged 16 - 24 years, out of work, education, or training. The CEO and the HOF met with the CEO of both YWI Louth and YWI Caving Monaghan on Thursday 25 th January 2024 to discuss and agree the model of delivery and administration. It was acceptable and welcomed by both MYs. After some discussion the board then approved the proposal. |
| | h. | Grants Booklet 2024 | The meeting reviewed the grants booklet and the proposed distribution of the Youth Services Grant to our Member Youth Services. |
| 4 | Strategic Considerations | | |

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| | a. | Consensus Conference 2024 | The meeting reviewed the concept note on the 2024 Youth Work Ireland conference. There was unanimous welcome and support for the theme and focus of the conference. |
| | b. | Online Safety Code Commissioned | The board noted our submission on the Online Safety Code. |
| | c. | DCEDIY consultation on the proposed Youth Work action plan | The board discussed and reviewed our draft submission to the DCEDIY on the Youth Work Action Plan. The CEO took note of the discussion and will integrate the suggestions into the next draft. |
| | d. | ECYC update | The Chair, who is the current president of ECYC, gave a brief update to the board on the current work of ECYC. She informed the meeting that she and the CEO will attend the general assembly of ECYC in Valencia, Spain in the coming week. |
| | e. | Report for ERYICA | The CEO also provided the board with an update on the current work of ERYICA. |
| 5 | Operational | | |
| | a. | Approval of 2023 Workplan | The CEO presented a summary of the achievements of the 2023 workplan based on a report that has been prepared by staff. The plan was then formally approved: |
| 6 | Federal Governance | | |
| | a. | Updating the Youth Work Ireland Constitution | <p>The updated draft constitution was prepared by Crowley Millar Solicitors with direction and instruction of the Board and CEO. The draft constitution brings us into line with contemporary Charity Law and Company law. A number of other small changes to the length of terms for officers of the board are also proposed. The CEO provide the board with a copy of the draft constitution and a commentary on the changes. The following next steps were agreed:</p> <ol style="list-style-type: none"> 1. Inform the Charities Regulator of our intention to update the constitution. Crowley Millar Solicitors will do this for us once a resolution of the board has been passed on February 10th, 2024. 2. Formal approval of draft by Board at their meeting on Feb 10th 3. Circulation / consultation with members youth services? 4. Integration of any agreed changes 5. Formal vote on Constitution on 15th June at AGM <p>The proposed changes to the Constitution and proposed next steps were then formally approved by the board.</p> |
| | b. | Updating our Membership Charter in accordance with current strategic statement. | <p>The CEO summarized the main changes to the documents and presented the main contents of the charter. This will also be sent out to the membership for comment.</p> <p>It was agreed however that we would wait for month or so in order to give MYs a chance to review the changes to the constitution first.</p> |
| | c. | National Youth Action sub-group report | Members of the NYAG provided a brief update to the board on the current work of the NYAG. They have recently been campaigning on holding the forthcoming referendums from a Friday to a Saturday in order to facilitate the participation of young people. They have also advocated for there to be free travel on the day for young people. |

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| | d. | Advocacy Sub-Group | Micheal McLoughlin had earlier on in the meeting provided an update on the work of this subgroup. |
| | e. | Membership Support and Practice Sub-group | An initial meeting between the chair of the board, the chair of the subgroup, the CEO and Secretariate took place in January. We hope to have the subgroup fully operational this year. |
| | f. | Report on Board Training from Helen Newman | The meeting reviewed the report and there followed a discussion on how we could create more formal spaces for the board to consider some of the broader issue impacting on the organisation, the sector, and young people. It was agreed that ever so often the staff could provide a briefing on topics such as recruitment and retention of staff, the value of youth work etc. Time would then be set aside to discuss these topics as a board. |
| 7 | National Office Governance | | |
| | a. | Trustee report and Finance audit 2023 | The meeting was informed that the Trustee Report is currently being compiled and will be ready in time for the 2023 External Audit. |
| | b. | Board Rotation 2024 | The meeting reviewed the Board rotation document. It was noted that two members of the board will have completed their tenure at the 2024 AGM and are not eligible for reappointment. We also have 2 vacancies from the senior volunteer panel. |
| | c. | Election of President Elect | It was agreed that the company secretary will write to all MYSs requesting nominations for the role of president of Youth Work Ireland at the 2024 AGM. The person elected will be president elect for one year and will then take up the role when the tenure of our current president is completed at the 2025 AGM. |
| | d. | Plan for Board's key priorities 2023-2024 | The board reviewed their key priorities plan for 2023-2024. |
| 8 | HR | | |
| | Director of Irish Youth Music Awards | | The CEO informed the meeting that the Director had moved on from the organisation and that we are currently recruiting a temporary replacement for a six-month contract. We plan on expanding the role to a broader arts role and are currently working on developing a job description. |
| 9 | Any Other Business | | The Chair informed the meeting that the working group on the future on the premises in Dominick Street have begun meeting again. |
| | a. | Agreed schedule of Meeting for 2024 | Next Meeting: Board Meeting Thursday 11 th April 5.00 – 7.00pm Online |

Board Registration Record 2023 - 2024

12 current Members: Quorum is 50% +1 which is 7 Members present.

| | | Code of Conduct Signed | Trustee Register of Interest | Tablet Policy | 25 th Feb 2023 | 20 th Apr 2023 | 10 th June 2023 | 11 th June 2023 | 30 th Sept 2023 | 25 th October Board | 1 st Nov 2023 Induction | 9 th Dec 2023 | 10 th Jan 2024 |
|---|-------------------|------------------------|------------------------------|---------------|---------------------------|---------------------------|----------------------------|----------------------------|----------------------------|--------------------------------|------------------------------------|--------------------------|---------------------------|
| 1 | John Byrne | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Apol | ✓ | | ✓ | ✓ |
| 2 | Michael Connolly | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ |
| 3 | Catherine Durkin | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | |
| 4 | Deborah Fakeye | ✓ | | ✓ | Apol | ✓ | Apol | Apol | ✓ | ✓ | | | ✓ |
| 5 | Caroline Flanagan | ✓ | ✓ | ✓ | ✓ | ✓ | Apol | Apol | Apol | ✓ | | Apol | Apol |
| 6 | Danielle Gayson | ✓ | ✓ | ✓ | Apol | ✓ | ✓ | ✓ | ✓ | Apol | | ✓ | ✓ |
| 7 | Geraldine Hogarty | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Apol | ✓ | | Apol | ✓ |
| 8 | Eddie Darcy | | | ✓ | ✓ | ✓ | Apol | Apol | Apol | ✓ | | ✓ | Apol |

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| 7 | Sean Roach | ✓ | ✓ | No Tablet | ✓ | ✓ | Apol | Apol | ✓ | ✓ | ✓ | Apol | ✓ |
| 10 | Bernie Smith | ✓ | ✓ | ✓ | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 11 | Donal Kelly | ✓ | ✓ | | | | Apol | Apol | ✓ | X | X | ✓ | ✓ |
| 12 | Molly Hickey | ✓ | ✓ | | | | | | | | ✓ | ✓ | Apol |

In Attendance

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|----|----------------|---|-----|--|--|--|--|--|---|---|---|---|---|
| 13 | Leo Gavin | ✓ | N/A | | | | | | ✓ | ✓ | ✓ | ✓ | ✓ |
| 14 | Doireann Walsh | ✓ | ✓ | | | | | | ✓ | ✓ | ✓ | ✓ | ✓ |