



Youth Work Ireland 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: 10th and 11th May
Time: 10th May - 11.00am, 11th May 9.30am start
Venue: Mullingar House Hotel
Chair: Catherine Durkin

Expected : Catherine Durkin (Chairperson) Danielle Gayson (President Elect), Geraldine Hogarty, Molly Hickey, Caroline Flanagan, Pat Hayes
 Leo Galvin, Berni Smyth, Doireann Walsh

Absent: Deborah Fakey

Apologies: Eddie D’Arcy and Sean Roche, John Byrne, Donal Kelly,

In Attendance: Patrick Burke CEO., Mary Horgan in attendance for Finance items. Matthew Seebach in attendance for work plan items

	Agenda Item	Decisions /Actions
1	a. Welcome	The Chair welcomed all to the meeting and spoke about the importance of the board taking time to reflect on the key issues facing the organisation at this time and also our key responsibilities as board members. She thanked board members for making themselves available for the board residential.
	b. Quorum	The Chair declared that a quorum was present.
	c. Adoption of Agenda	The meeting review and approved the agenda for the meeting. They agreed that an item on nominations to the ERYICA board would be added to the agenda.
	d. 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
	e. <i>Conflict of Loyalties</i>	The chair invited those present to state if any agenda item constituted a conflict of loyalty for them. No such conflict was declared.
	F, Apologies	Apologies for Eddie D’Arcy and Sean Roche, John Byrne and Donal Kelly were noted.

2	Minutes and Matters Arising		
	a.	Minutes of Board Meeting 10 th April 2025	The meeting reviewed the minutes of the board meeting 10 th April 2025, and they were then formally approved.
	b.	Minutes for Board Meeting 10 th April 2025 for publication	The Minutes of the board Meeting 10 th April 2025 for publication were also approved by the board.
	c.	Matters Arising	
3.	Finance		The Head of Finance commentary on the management accounts was provided to the board prior to the meeting.
	a.	Management Accounts 31 st March 2025	The Head of Finance brought the board through the commentary on the Management accounts: Both income and expenditure were broadly in line with predictions and no risks were identified.
	b.	Balance Sheet 31 st March 2025	The HOF informed the meeting that all bank accounts were reconciled at the end of the month and balanced. Creditors: - All creditors were paid to date in line with credit terms Debtors:- The aged Debtors list has been reviewed, and emails are issued for payments on any debt gone beyond its credit term. It was noted that we continue to show a healthy balance sheet
	c.	Cashflow Report 31 st March 2025	The meeting noted and reviewed the Cash Flow report. It was pointed out that the cash at Bank on 31.03.25 was €1,003,367.82 and that no cash flow difficulties are predicted for the rest of the year. The meeting then formally approved the Management Accounts, Balance Sheet and Cash Flow Report.
	d.	Update from Grants Committee	The new Grants approved in 2025 were welcomed and reviewed by the board.
	e.	Minutes of Governance Subgroup 3 rd May 2025	The board noted the minutes of the Governance Subgroup 3 rd May 2025.
	f.	2024 Audit Accounts and Trustee Report	The Audited Accounts for 2024 were formally approved. The Audited Accounts 2024 will be presented to the AGM for note in June.

4	Strategic Considerations	
a.	UK / Republic of Ireland Youth Forum established	The CEO updated the meeting on the new UK/Ireland Youth Forum established by the UK PM and the Taoiseach at their recent meeting. This came as a surprise to all stakeholders, as it seems clear that there are existing youth fora which could have been requested to play a similar role. Nevertheless, it was agreed that we should engage with the new structures. All 5 governments are going to use their existing youth parliamentary structures to recruit 2 young people from each jurisdiction to plan the larger event. The Cross Nations Partnership have written to each government to request that they be given a place at the bigger meeting considering our long history of working together between the two islands. All members see this as a possible opportunity to work on a new BIPA – British Irish Parliamentary Party shadow project.
b.	ECYC update	The updated the board on the recent activities of ECYC. The new Secretary General is settling in well and already positively impacting on the network. The recent General Assembly was a success and with good participation by members. Youth Work Ireland was represented by Catherine Durkin, and Geraldine Moore. Plans are in place for another high-level conference again later this year.
c.	Report for ERYICA	<p>The CEO informed the meeting that his tenure as President is coming to an end at the forthcoming General Assembly and he is not eligible for re-elections. It was agreed that it would be good to have a Youth Work Ireland senior person on the new ERYICA Board. The following was therefore agreed.</p> <p>Decision: A call will go out to all CEO’s seeking expressions of interest for nomination. The closing date will be Friday next. If there is more than one application or agreement on a nominee cannot be reached by consensus, the decision will be made by lottery.</p>
d.	Updates from DCEDIY	<p>We have been formally notified that the legislative instruments have been agreed by the cabinet and Youth Affairs has just moved to the Department of Education and Youth.</p> <p>The participation unit will remain in Department of Children, Disability and Equality,</p>
e.	WRC Update as an item on the next Board Agenda.	<p>It was agreed that the WRC working group would meet in the coming weeks to ensure that we are fully up to speed on the most recent developments. They will also look at the following:</p> <ul style="list-style-type: none"> - Engaging with the broader sector to seek support for how the funding of youth work programmes in the DOEY can be augmented to meet this latest recommendation. - What support MYSs have as they attempt to implement the latest WRC recommendations. - Lobby Department and Government on the need to augment all DOEY funding schemes levels to meet the cost of implementing the WRC recommendations.

	f.	YWI Research into Premises and Spaces for Young people and Youth Work	It was agreed that it is now imperative that we have a draft of this report to submit to the consultation process for the National Development Plan. A full report from the researchers on their progress will be sought for the next board meeting.
	g	European Economic and Social Committee	The meeting was informed that all the necessary paperwork has been submitted to the department of the Taoiseach for supporting the nomination of Micheal McLoughlin (Head of Advocacy and communication) to the EESC again.
	h.	Prebudget Submission 2026	The meeting was informed that the latest draft is substantially the same as the previous version approved by the board. There is however (at the request of the DOEY), additional and more detailed information of our specific requests around UBU and Youth Information, now included in the appendices.
	i.	4 th European Convention of Youth Work	The meeting was informed that Danielle Gayson (President Elect) will represent YWI at the 4 th European Youth Work Convention. Matthew Seebach will deliver a workshop on <i>Youth Work for All</i> . Youth Work Ireland is the only organization chosen to present a workshop at this prestigious event. Patrick Burke will be present at the event as part of the ERYICA delegation.
	j.	Youth Work Ireland Dublin	Progress on the establishment of Youth Work Ireland Dublin was provided to the board in a report prepared by Matthew Seebach (who unfortunately was not able to attend in person). It was agreed that he would be requested to report again at a forthcoming Board meeting.
5	Operational		
	a.	Youth Work for All Campaign Update	<p>The CEO gave the board a presentation on the “<i>Youth Work for all Campaign</i>”. He reported on the broad support the campaign is getting so far from Member youth services, staff, volunteers and young people. The campaign has already been tested with Waterford and South Tipperary Youth and Community Services. It is planned to do a road show with all other MYS between now and the end of December.</p> <p>The following actions were also agreed by the Board:</p> <ul style="list-style-type: none"> - Develop a performance monitoring matrix for the campaign - Bring the associated communications strategy to the next board meeting - A member of the board and a member of NYAG will accompany the management team, when possible, to meetings of MYSs regarding the campaign - The “<i>Youth work for all</i>” campaign will be a constant agenda item for each board meeting - The board will be mindful of resourcing the campaign as we construct the 2026 budget. - We will continue to invest in merchandise to promote the campaign at events.

b,	YWI CEOs who are Board member of ETB Boards Network	<p>The inaugural meeting of the group took place on May 1st, 2025</p> <p>Present: Lorraine Thomson, Donal Kelly and Patrick Burke</p> <p>The meeting opened with a general discussion on the experience of group members of being on the board of ETBs.</p> <p><i>Actions:</i></p> <ol style="list-style-type: none"> 1. Request time to have a discussion at a future CEOs meeting as to how they would like this group to operate. The group expressed openness to the collective and how we can help the MYSs in terms of relating to the respective ETBs. 2. Develop a position paper on the relationship between YWI (MYSs and NO) and ETBs and ETBI – strengths and weaknesses – opportunities – threats etc. Track and collect examples of mission creep and come to a collective view on how we see our future relationship with them. 3. Identity issues we could work on collectively <p>The board welcomed this new group and requested to have updates on its deliberations from time to time.</p>
c.	Work Plan 2024	The meeting reviewed the report and it was formally approved by the Board,
e.	Work Plan 2025	This item was deferred to the next meeting.
6	Federal Governance	
a.	Update on the new Constitution	The board officially approved the final version of the Constitution as approved by the Charity Regulator. Although approved by the board it will be presented to the members for a vote at the forthcoming AGM.
b.	National Youth Action sub-group report	Members of the National Youth Action Group gave an update on their recent Erasmus trip to Strasbourg, France. They had the opportunity to visit with many of the EU and COE institutions as well as having discussions with relevant officials. All participants enjoyed the experience, and it very much enhanced their understanding of EU and COE institutions and their respective roles. A full report on the visit will be made available to the board in due course.
c.	Membership Support and Practice Sub-group	The Chair of the group reported that the group was now meeting on a regular basis and will be bringing the final draft of their Terms of Reference for board approval at the next meeting.
d.	Advocacy Sub-group	In order to strengthen the Advocacy Group, the board appointed the following new members to the group. Leo Galvin Molly Hickey Doireann Walsh

.	Youth Justice Subgroup	<p>The Youth Justice Subgroup continues to be very active, and the Chair informed the board that the primary focus of the group in recent weeks was:</p> <ul style="list-style-type: none"> • Updating the Terms of Reference for the Group including the Membership • Nomination of the CEO to the National Advisory Group • Full day facilitated workshop on identifying priorities • Recruitment of the Senior Youth Worker (Justice) • Building greater consensus on key issues among the membership.
e.	Safeguarding Working Group	The safeguarding subgroup is currently working on updated the Safeguarding statement for the organisation.
f.	Clubs and Compliance with Charities Regulator	<p>The CEO reported that a very significant amount of work was still going into finding a resolution to ensuring that all of our clubs can operate well and at the same time, be fully compliant with the Charities regulator. This is a sector wide issue, but as we work with colleagues in the sector, we continue to try to focus the minds of the relevant government departments and ministers on the challenges, in order to find a solution. The following actions have been taken:</p> <ul style="list-style-type: none"> • Detailed letter including extensive appendices have been sent to the Charities Regulator, Minister for Charities, Minister for Education and Youth, Youth Affairs, the Wheel, and NYCI. • We have the advice of Crowley Millar our solicitors • We have set up an internal working group • We have liaised with other national organisations who find themselves in the same situation regarding their clubs. <p>The Charities regulator has now assigned somebody from her team to deal specifically with our issues and this we believe is a very positive development.</p>
g.	Membership Charter Update	The meeting was informed that now that we have final signoff on the Constitution the CEO will give one final update to the Membership Charter and sent it out to members once again for any final comments. It will then be vote upon at the AGM.
h.	CEO Network	<p>The CEO gave a verbal update on the key issues discussed at the most recent online meeting of the CEO's Network.</p> <ul style="list-style-type: none"> - Implications of the WRC Recommendations on MYSs - Input into our Pre-budget Submission - Networking the CEO's who are members of ETB Boards - Youth Information and Pre-budget submission - ETBI Conference
7	National Office Governance	
a.	Update on Premises	<p>In spite of a number of attempts we have been unable to get an update from the Architect on a number of key and important issues:</p> <ul style="list-style-type: none"> - The Conservation Plan for 20 Lower Dominck Street

		<ul style="list-style-type: none"> - Programme of Works and budget for the installation of the new heating systems including timescales etc (Funded by Department of Education and Youth) - Programme of works including budget for works to the back of the building <p>Over the summer months we will endeavour to have these projects moved forward. It was agreed that the premises subgroup should meet in the coming months to continue its work.</p>
	b.	<p>Appointment of Treasurer and Company Secretary</p> <p>The Governance Subgroup recommended the nomination of Mr. Pat Hayes as Treasurer of the Youth Work Ireland Board of Trustees. The nomination was approved unanimously.</p>
	c.	<p>Formal appointment to New Trustee</p> <p>Doireann Walsh who has been in attendance at the board for a number of years and is a member of the NYAG, has reached the aged of 18 and can be registered as a trustee and company director</p>
	d.	<p>Board Key Priorities 2024-2025</p> <p>The board carried out an extensive review of their Key Board Priorities for the coming period. Extensive notes were taken and will be integrated into an updated plan. The plan will be on the agenda for the next board meeting for approval.</p>
	e.	<p>Risk Assessment</p> <p>The board carried out a risk assessment in accordance with our compliance with the Charities regulator and to be in a position to formally approved the audited accounts for 2024.</p> <p>It was the agreed that the Governance Subgroup will look at the risk register in terms of identified risks, risk appetite, controls put in place, storing, content, ownership, reporting etc. Training on Risk Management to be made available to the board.</p>
	f.	<p>Proposal re 2025 Convention</p> <p>The meeting reviewed the proposal regarding the 2025 Convention, and it was then formally approved. The event will showcase the technological innovation currently being undertaken by YWI in the context of our “Youth Work for All! Campaign.</p>
8	HR	
		<p>Line Management Structure</p> <p>The current YWI Organigram was noted</p>
		<p>Staff Highlights</p> <p>The meeting reviewed and very much welcomed the staff highlights document and asked the CEO to extend their thanks to the staff for the reports.</p>
		<p>Senior Youth Worker (Research and Development Justic) Post</p> <p>This post has been located in YWI Galway for many years even though it is a federal role. The post has recent become vacant and this is an opportunity to transfer the post from Galway to National Office. The contract from the Department of Justice has now been signed and the recruitment process has t begun. By September it is hoped to have the new staff member in place.</p>

	HR Manuel	This had been recently updated and reviewed by the Management Team and Staff. The final document will be considered at the July Meeting of the Board.
9	Any Other Business	<p>The following decisions were agreed at the facilitated meeting on the day prior to the Board meeting and were then presented for formal ratification at this board meeting.</p> <ol style="list-style-type: none"> 1. Reports to the board should, in the main be written rather than just verbal. The “so what element” is all important and need to be made clear on all board documents. Why is something coming to the board and what is required from the board needs to be explicit. Power point presentation may be helpful in this regard. 2. Have a list of all the acronyms available to the board so that members understand which institution / agency / department / organisation, is being discussed. 3. Statements that we are in compliance with our policies and making available the evidence, should be made available to the board. There must be a balance of focus between the compliance obligation of the board and the core work of the charity. As well as the compliance obligation, board members need to have the heart and values of the organisation. 4. Our board induction process needs to be looked at to ensure that board members have a broad understanding of all aspects of the organisation. As part of this review, we will look at the possibility of introducing a buddy system for new members. 5. Quarterly high-level reports on progress with regard to the implementation of the annual work plan will be furnished to the board. 6. At the next meeting of the board, we will review the agenda items and come to a view as to whether each agenda items is or is not appropriate for the board agenda. The analysis will be carried out bearing in mind the role of the Board in terms of oversight of strategy, policy, oversight – everything else is delegated. 7. We will have a discussion on the venue, location, and times of board meetings as part of the agenda for the first meeting of the new board following the AGM. 8. The Governance Subgroup will look at the risk register in terms of identified risks, risk appetite, controls put in place, storing, content, ownership, reporting etc. Training on Risk Management to be made available to the board.
	a. Next Meeting	<p>8th July – Online 13th November: All day meeting (10.30 – 4.00pm) Including meeting with Staff and Regular Board Meeting</p>

14 current Members: Quorum is 50% +1 which is 8 Members present. Gender breakdown: 7 Identify as male, 7 as female and 1 as nonbinary

		Code of Conduct Signed	Trustee Register of Interest	Tablet Policy	25 th October Board Trainin	1 st Nov 2023 Inducti on	29 th May	13 th July	28 th Septe mber	12 th Decem ber	8 th Feb 2025	10 th April 2025	10 th May
1	John Byrne	✓	✓	✓	✓		Apol	✓	Apol	✓	✓	✓	Apol
2	Michael Connolly	✓	✓	✓	✓		✓	✓	✓	✓	✓	Re signed	
3	Catherine Durkin	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
4	Deborah Fakeye	✓		✓	✓		✓			✓	Apol	✓	X
5	Caroline Flanagan	✓	✓	✓	✓		Apol	✓	✓	✓	✓	Apol	✓
6	Danielle Gayson	✓	✓	✓	Apol		Apol	✓	✓	✓	✓	✓	✓
7	Geraldine Hogarty	✓	✓	✓	✓		✓	Apol	Apol	✓	✓	✓	✓
8	Eddie Darcy	✓		✓	✓		Apol	Apol	✓	✓	Apol	Apol	Apol
7	Sean Roche			No Tablet	✓		✓	✓	✓	✓	✓	✓	Apol
10	Berni Smyth	✓	✓	✓	✓		Apol	✓	✓	✓	Apol	✓	✓
11	Donal Kelly	✓	✓	✓	X	X	Apol	Apol	Apol	✓	✓	✓	Apol
12	Molly Hickey	✓		✓		✓	Apol	✓	✓	✓	✓	✓	✓
13	Leo Galvin	✓	N/A	✓	✓	✓	✓	✓	Apol	✓	✓	✓	✓

14	Pat Hayes					✓		Appoin ted	✓	✓	✓	✓	✓
15	Doireann Walsh	✓			✓	✓			✓	✓	✓	✓	✓