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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 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:** 27<sup>th</sup> September 2025  
**Time:** Board Staff Meeting - 11.00am: 1.30pm, Lunch: Board Meeting 2.00pm to 4.00pm  
**Venue:** Dominick Street  
**Chair:** Catherine Durkin

**Expected :** Catherine Durkin (Chairperson) Sean Roche, Pat Hayes, Leo Galvin, Doireann Walsh, Ger Conlon,  
**Apologies:** Caolan Faux, Danielle Gayson (President), Geraldine Hogarty, Molly Hickey,  
**Absent:** Donal Kelly,  
**In Attendance:** Patrick Burke CEO., Mary Horgan in attendance for Finance items.

	Agenda Item	Attachment / Link
1	a. Welcome	The Chair welcomed members to the meeting
	b. Quorum	She declared that a quorum was present for the meeting
	c. Adoption of Agenda	The meeting reviewed and approved the agenda for the meeting.
	d. Conflict of Interest	The chair invited those present to declare if any item on the agenda constituted a conflict of interest for them. <u>No such conflict was declared.</u>
	e. Conflict of Loyalties	The chair invited those present to declare if any item on the agenda constituted a conflict of loyalty for them. <u>No such conflict was declared.</u>
	f. Apologies	Apologies from Caolan Faux, Danielle Gayson (President), Geraldine Hogarty, and Molly Hickey were noted

	g.	Resignation	The meeting noted that Berni Smyth (CEO KCYS and from the Senior Managers panel) had tendered her resignation to the board. She is moving from KCYS to a new role in TUSLA. The board expressed thanks to Berni for all her work while on the board. A letter of thanks will be sent to her.
<b>2</b>	<b>Minutes and Matters Arising</b>		
<b>3.</b>	a.	Minutes of Board Meeting 10 <sup>th</sup> & 11 <sup>th</sup> May	The meeting reviewed and approved the minutes of the last board meeting of 10 <sup>th</sup> and 11 <sup>th</sup> May 2025, and they were formally approved.
	b.	Minutes for Board Meeting 10 <sup>th</sup> & 11 <sup>th</sup> May 2025 for publication	The meeting reviewed and approved the minutes of the last board meeting of 10 <sup>th</sup> and 11 <sup>th</sup> May 2025 (for publication), and they were formally approved.
	c.	Matters Arising	The meeting noted the following documents and thanked the CEO for preparing them. <ol style="list-style-type: none"> <li>1. List of relevant acronyms</li> <li>2. Review of Board Induction process.</li> <li>3. List of YWI internal policies available</li> <li>4. Access to annual Work Plan to be provided to board. <a href="#">NO 2025 Work Plan.ods</a></li> <li>5. Board to Review: <ul style="list-style-type: none"> <li>- <b>It was agreed that face to face meeting were better held in Dominck Street, Dublin, for 2026.</b></li> <li>- <b>Time of board meetings 10.30 for Coffee with official meeting beginning at 11.00am and finishing at 2.00pm, including a working lunch.</b></li> </ul> </li> </ol>
	<b>Finance</b>		Head of Finance presented the Management Accounts.
	a.	Management Accounts 31 <sup>st</sup> August 2025	The Treasurer and HOF provided a PowerPoint presentation, (prepared by the HOF), on the management accounts, the balance sheet and the Cashflow to 31 <sup>st</sup> August to the board. It was noted that both income and expenditure were broadly in line with expectations and that there were not issues of concern which needed to be brought to the attention of the board.
	b.	Balance Sheet 31 <sup>st</sup> August 2025	Balance Sheet on the 31 <sup>st</sup> of August 2025 was reviewed, and it was agreed that we continue to have a strong balance sheet.
	c.	Cashflow Report 31 <sup>st</sup> August 2025	The review of the Cashflow Report to 31 <sup>st</sup> August 2025 produced no issues of concern and this stage.  Following some exchange and discussion all three (Management Accounts, Balance Sheet and Cashflow) were formally approved.
	d.	Update from Grants Committee	The HOF presented the updated Grants Scheduled and a discussion was held around the Capital Grant Application due in October

	e.	Minutes of Governance Subgroup 24 <sup>th</sup> September 2025	Deferred to the next meeting of the board.
	f.	DOEY Governance Questionnaire June 25	The Chair and CEO reported that the meeting with Youth Affairs went extremely well, and the organisation got a clean bill of health from a Finance and Governance perspective. The Questionnaire was retrospectively approved
	g.	Ratifying Trustees WhatApp vote on funding remedial works on Dominick Street	The result of WhatApp vote on funding remedial works on Domnick street from company reserves was formally ratified.
<b>4</b>	<b>Strategic Considerations</b>		
	a.	Youth Work For all Campaign	<p>The meeting was informed of the following activities</p> <ul style="list-style-type: none"> <li>- Roadshow dates with MYS now being commenced after a slow start over the summer</li> <li>- Successful promotion at National Ploughing Championships</li> <li>- Campaign raised in Dail Eireann on a number of occasions</li> <li>- Significant progress made in terms of promotion internally within the Federation at the Communities of Practice Residential</li> </ul>
	b.	ECYC update	<p>The Chair report that very significant work has being going into preparing the forthcoming General Assembly in Portugal in October and the conference in Brussels the following month.</p> <p>The conference will focus on how the youth can support young people in these challenging times with inputs also om disinformation and AI.</p>
	c.	Clubs Compliance with Charities Regulator	<p>The CEO reported that after a huge amount of work, meetings, submissions, lobbying and legal cost, we have finally got a resolution to our club and compliance issue with the Charity Regulator issues. As we suspected , in the end it was a case of one side of the (Charity Regulator) house not communicating with the other. This situation is resolved from the club’s perspective event though we do need to do some work ourselves on ensuring that the proper data on clubs is recorded, and that we are providing them with advice and support on an ongoing basis.</p> <p><b>Here are some preliminary notes and takeaways but more work on our behalf needs to be carried out in the coming weeks</b></p> <ul style="list-style-type: none"> <li>✓ The regulator confirmed that in accordance with Chairity Law in In Ireland (in which Charities have a very specific and technical meaning), youth clubs are <b>not</b> Charities. Rather they are unincorporated bodies.</li> <li>✓ Clubs cannot use the term “charity” to describe themselves (unless they have decided to apply for charity status and that has been granted under the legal definition of a charity in law).</li> <li>✓ “Charity” is a protected term and may only be used by registered charities</li> </ul>

		<ul style="list-style-type: none"> <li>✓ Clubs are allowed to fundraise, but they must not say or claim to be fundraising for charity if the funds are going towards any club-related expenditure <ul style="list-style-type: none"> <li>• (National office in consultation with MYSS and club workers will create a guide for clubs on fundraising activities and possibly develop template identity cards for use by club members.</li> </ul> </li> <li>✓ Clubs <b>cannot</b> legally use the Member Youth Service charity number for any reason i.e applications, funding, collections etc <ul style="list-style-type: none"> <li>• (YWI National Office and MYS will engage with funders (Údaras, ETBs, etc) to ensure that Charity numbers are not required for funding applications</li> <li>• CRA cannot dictate to other bodies what criteria they can and cannot request on funding applications )</li> </ul> </li> <li>✓ A club can register as a charity if they believe they have become sufficiently large to do so (Build up assets, employing staff etc), but they will have to meet the charities test which is quite a detailed process.</li> <li>✓ There is such a thing as a “Charity Account” in a bank which doesn’t pay fees/pays less fees – when clubs enter into financial institutions to open an account, they must not ask to open a “Charity Account” <ul style="list-style-type: none"> <li>○ From a Governance perspective, the Charities regulator recommended that we find a different language to describe the relationship between Member Youth Services and their clubs. The term “affiliation” is a legal term and has other legal connotations which binds two entities more closely than the relationship of an independent club to a supporting Member youth services. They suggest the word “support” or “support by” i.e “20 clubs supported by X MYS”.... Club Y is supported by X MYS” etc. On our websites Member Youth Services could list the clubs they support in the normal way but using the language of “support” rather than “affiliation”.</li> </ul> </li> <li>✓ CRA surveys indicate that the public want transparency above all else from Charities &amp; non-profits</li> <li>✓ The regulator mentioned that they would be happy to do an online webinar or in-person session with the CEO network on all of the above</li> </ul>
d.	Bridging Vision and Strategy – NYCI submission to DOEY on priorities - Summer 25	The CEO drew the attention of the board to the document prepared over the summer containing the sector’s priorities for the Minister for Education and Youth in the coming year. We didn’t get all we wished included in the document but overall, it is a relatively strong and clear document.
e.	DOEY Youth Night proposal	Youth Affairs Unit (YAU) proposes to pilot a concept event in Quarter 4 of 2025, to be called Youth Night. Youth Night will see youth work services and youth clubs around the country open their services to the wider community on a single designated evening / night. These projects will showcase their diverse youth services, their facilities and the

		<p>value of youth work for young people in their community. This pilot event would inform a larger nationwide event in 2026, coinciding with Ireland's presidency of the EU.</p> <p>It is proposed to provide funding to local clubs through the education and training board (ETB) network to support the piloting of Youth Night and provide funding for a promotional campaign to be delivered by the National Youth Council of Ireland (NYCI). It is envisaged that ETBs would reach out to other community actors such as local authorities to support Youth Night both in promotion and potential co-funding.</p> <p>Youth Night is inspired by the success of similar events such as Culture Night and Open House, Dublin. It broadly aims to address the lack of public awareness and general recognition of youth work in Ireland. It is envisaged that youth services would essentially “open their doors” to their community on a prescribed date, to showcase what the individual project or club has to offer. A significant number of promotional activities by the youth services, NYCI and ETBs would need to take place in advance, to build up interest in the event.</p> <p><b>It was agreed that a letter would be sent to the DOEY to express our thanks and support for the initiative.</b></p>
	f.	<p>SIPTU let campaign on better T&amp;C for Youth Workers</p> <p>The meeting reviews the briefing document. The following decision was taken.</p> <p><b>Approval of supporting the campaign was agreed subject to the view of the CEO’s network who will be considering the proposal at their forthcoming Residential.</b></p>
	g	<p>Volunteer Activation Fund</p> <p>The meeting noted the volunteer activation fund report and expressed delight at its success. We will be applying again this year for the second round of the funding.</p>
<b>5</b>	<b>Operational</b>	
	a.	<p>Review of National Office Role working on IT, Compliance, Data Protection, Data collection, Safeguarding, Vetting etc.</p> <p>The CEO presented the Commissions report and after some discussion it was approved. It was agreed that it would be implemented immediately.</p>
<b>6</b>	<b>Federal Governance</b>	
	a.	<p>Update on the new Constitution</p> <p>The meeting was informed that we are outstanding just one signature from one MYS now and that we should be in a position to send the final version to the Charities Regulator very shortly.</p>

	b.	CEO Network	Most recent minutes of the CEO network were noted
	c.	KCYS Recruitment of new CEO	The CEO informed the meeting that National Office were leading the recruitment process for the new CEO in KCYS . Meeting have been held with the KCYS board and SMT on the recruitment process and the recruitment panel and schedule has now been agreed.
<b>7</b>	<b>National Office Governance</b>		
	a.	Appointment of Chairs to subgroups of the Board	Leo Galvin was appointed chair of the Advocacy Subgroup and Doireann Walsh was appointed chair of the NYAG.
	b.	Appointment of Company Secretary	Governance Sub-group nominate Geraldine Hogarty as company secretary. This proposal was approved.
	c.	Approval of Safeguarding Policy update	Safeguarding was deferred till next board meeting.
	d.	Board Key Priorities 2024-2025	It was agreed that board members would study this document and then it would be tabled for approval at the November meeting.
<b>8</b>	<b>HR</b>		
		Line Management Structure	The YWI Organigram was noted
		HR Manuel	HR Manual was reviewed and approved
<b>9</b>	<b>Any Other Business</b>		
	a.	Next Meeting	23 <sup>rd</sup> October: Board self-assessment of performance – Facilitate online session. 22 <sup>nd</sup> November: All day meeting (10.30 – 2.00pm) Including Board Christmas Lunch

## Board Registration Record 2024 - 2025

**11 current Members: Quorum is 50% +1 which is 6 Members present. Gender breakdown: 6 identify as male, 5 as female and 1 as non-binary**

		Code of Conduct Signed	Trustee Register of Interest	Tablet Policy	8 <sup>th</sup> Feb 2025	10 <sup>th</sup> April 2025	10 <sup>th</sup> May	19 <sup>th</sup> July Cancelled	27 <sup>th</sup> Sept
1	John Byrne	✓	✓	✓	✓	✓	✓		
2	Michael Connolly	✓	✓	✓	✓	Re signed			
3	Catherine Durkin	✓	✓	✓	✓	✓	✓		✓
4	Deborah Fakeye	✓		✓	Apol	✓			
5	Caroline Flanagan	✓	✓	✓	✓	Apol	✓		
6	Danielle Gayson	✓	✓	✓	✓	✓	✓		Apol
7	Geraldine Hogarty	✓	✓	✓	✓	✓	✓		Apol
8	Eddie Darcy	✓		✓	Apol	Apol	Apol		
7	Sean Roche			No Tablet	✓	✓	Apol		✓
10	Bernie Smith	✓	✓	✓	Apol	✓	✓		
11	Donal Kelly	✓	✓	✓	✓	✓	✓		
12	Molly Hickey			✓	✓	✓	✓		Apol
13	Leo Galvin	✓	N/A	✓	✓	✓	✓		✓
14	Pat Hayse				✓	✓	✓		✓
15	Doireann Walsh	✓							✓
16	Ger Conlon								✓

17	Caolan Faux									Apol
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