



Name of Meeting	Date	Venue	Chair/Secretary
Secretariat Meeting	30.09.23	Kells FRC	Chair: Fiachra Keogh Notetaker: Finian McNamara

**Attendees:** Fiachra Keogh, Sridevi Balan, Clare Willis, Evija Nwaneri, Seamus McGrath, Bríd NíDholáin, Rafaela Radulescu, Damian McCarney, Daniel Downey, Finian McNamara.

Agenda Item	Record	Actions/Proposer & Seconder
1. Welcome, Introduction & Apologies	-Fiachra Keogh welcomed the new Secretariat member from the Environmental Pillar, Damian McCarney. Damian described the environmental group in which he is involved. He described his rationale for his involvement with the PPN i.e., participative democracy. -Apologies from Jet, Gabrielle, Fintan.	n/a
2. Minutes	There were no issues with the minutes of previous Secretariat meeting	Proposer: Seamus McGrath Seconder: Clare Willis
3. Correspondence	n/a	n/a
4. Finance Report	{Minutes taken by D. Downey} Regarding the additional €10k funding, staff were requested to enquire regarding Advanced Voluntary Contributions to their respective pension funds.	????
5. Staff Report	Daniel outlined developments since the previous Secretariat meeting in July.	n/a
6. Workplan	Daniel gave an update regarding the many workplan points that had been completed. Seamus enquired regarding youth involvement. A discussion was had.  PPN Representatives are not reporting back from their various board/committee meetings (with rare exceptions). A discussion was had regarding same.  2024 Workplan was discussed. Daniel reminded the Secretariat to consider ideas for this in time for November's Secretariat meeting. Thus, the Workplan can then be ratified by the Plenary in December.	n/a



7. December Plenary event	The December plenary is to be co-hosted with Cavan Volunteer Centre and Cavan Disability Network. The provisional schedule for this event was described.	n/a
8. National Secretariat representative	A new representative is required. The previous rep., Clare Willis, described her experience including the commitments required. It was agreed to postpone a decision on this until the July Secretariat elections	Prop: Rafaela Radulescu Seconded: Fiachra Keogh
9. Website update	It was confirmed by Comm IT that, at present, there are no integrations between Salesforce and our 'Wix-based' website. Therefore, for example, the list of member groups cannot be automatically updated.	n/a
10. AOB	<p>Fiachra mentioned correspondce from Tara Smith, Climate Action Officer, regarding funding. Education is not covered under this funding. Fiachra would like to see negotiations for funding for community groups. A discussion was had regarding funding amounts and themes.</p> <p>Clare mentioned that there is a Mental Health Day at the Old Courthouse in Ballyjamesduff. Daiel is to include same in the next online newsletter.</p>	n/a
8.00 Close		

Signed:

Chair: \_\_\_\_\_

Date: \_\_\_\_\_

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_