

# NI Region Interim Management Board

## [Meeting Minutes](#)

Meeting Date	Venue		
17 January 2008	CIEH NI, 123 York Street, Belfast BT15 1AB		
In attendance			
P Thompson (PT chair)	G McFarlane (GMcF)	S Cooper (SC)	D Kennedy (DK)
S Martin (SM)	J Parkinson (JP)	U Walsh (UW)	Gerry Tierney (GT)
Barny Heywood (BH)	David Allen (DA)	Niall Convery (NC)	Roisin McDaid (RMcD)
Joanne Corey (JC)			
Apologies			
Maria Jennings (MJ)			
Nigel McMahon (NMc)			
Siobhan Toland (ST)			

		Action	By date
1	Declarations of interest		
	1.1 No declaration of interest.		
2	Minutes		
	2.1 Minutes were approved (with two amendments) for 30.10.07 and posted on website.	DD	asap
	CIEH NIR Council		
	2.2 GMcF welcomed all elected members to the board for 2008. Confirmed for this portion of the meeting he would act as chair as John Corkey has resigned. Explained declarations of interest to council members and proceeded with matters arising.  Group introductions made.		
4	Matters arising		
	3.1 SM tabled that UCF be changed to CEHOG TTG from previous minutes	DD	asap
	3.2 Gary McFarlane to receive Fellowship award at House of Commons on 24.01.08. Contact EH New re this.	DD	asap
	3.8 Donal Owen's retired members' lunch took place on 12 December 2007 and was enjoyed by all. SC stated that this should be supported each year for those members who have retired.	All	Ongoing
	3.9 Annual meeting and open members forum well received also on 12 December 2007 but could have had a better turn out. All council members to promote future events such as this to enable increased numbers. SM congratulated GMcF on his excellent presentation on Food Poverty (copies available from D Drummond).		
	4.2 EHOA conference – tabled further on in agenda.		
	8.1 GMcF to facilitate student placement through CIEH NI and will be liaising with counterpart in France to allow them to match student with project piece. UW to extend concept to UUJ		
	9.1 SC tabled that two dates for meeting sin 2008 be changed from previous minutes: new dates 22 April and 22 August all to note	All	asap – email sent notify all

4	<p><b>Matters arising: election of board members</b></p> <p>SC nominated PT as Chair seconded by JP ( 2 year post)  PT nominated JP as Deputy Chair seconded by DK  SM nominated SC as Secretary seconded by RMcD  CT nominated SM as Treasurer seconded by NC  UW nominated JP as Education Secretary seconded by SM  Education Committee: JP/CT/JC/GT  Strategy Committee: PT/GMcF/DK/BH/SM/NMcM/ST  International Committee: DK/NC/SC/DA</p> <p>Council noted CIEH members who could be involved externally – council members to contact same and update and next meeting.</p> <p>PT reiterated GMcF initial sentiments and welcomed all. Meeting hence chaired by PT. Insert required for newsletter</p>	DD	End Jan
5	<p><b>Financial Statement 2007</b></p> <p>5.1 SM issued financial statement to council members to be reviewed. An additional copies required contact SM.</p> <p>5.2 SC/SM and DD to visit Ulster Bank regarding issue of account name and setting up additional high interest account. SM to arrange date and forward to SC and DD.</p> <p>5.3 GMcF to forward invoice to SM for services from CIEH NI</p> <p>5.4 SM congratulated JP on courses for 2007 and monies generated.</p> <p>5.5 SC brought to the meetings attention Resource Committee request to review budget on Regional funding application and make further savings. All agreed this request should be declined as budget is small to begin with. SC to contact finance stating same.</p> <p>5.6 PT queried it if was sufficient to have internal members as financial auditors. SM confirmed that John Slane and John McKee were elected at AGM as auditors and stated accounts had been presented at AGM.</p> <p>5.7 PT thanks SM for his work to date.</p>	SM  SM  GMcF  SC	asap  asap  asap
6	<p><b>All Ireland Conference April 2008 - Killarney</b></p> <p>6.1 SC confirmed that JP/GMcF/SC teleconferenced with EHOA and set date for 23/24 April 2008 this is because of conference in Australia which take place in May.</p> <p>JP listed areas for discussion for the 2 day conference.</p> <p>6.2 SM asked for rates. SC stated 480 sharing 580 euro single. SM queried if this involved accommodation the night before. SC to check. Insert required for newsletter. Flyer by email need to go out asap.</p> <p>Council members to encourage attendance from members.</p> <p>SC to look at organising a bus to take delegate and costs</p> <p>SC confirmed that trade exhibition at conference pays for fees for SC/JP/PT</p> <p>JP to look contact speakers re: travel arrangements to conference.</p>	SC/DD SC/DD	End Jan asap

7	Cuts to Regional Funding Applications		
	7.1 Covered in item 5		
8	Fellowship Nominations		
	8.1 DK nominated Sam Knox for award GT seconded. SC to contact Sam.	SC	aasap
9	AOB Education Committee		
	9.1 JP outlined programme for 2008. GMcF to circulate master template to members to up date them of dates/venue.	GMcF	asap
	9.2 JP discussed low cost training will be centered on skills re: communicating/research/conflict resolution/presentation.		
9	AOB		
	9.3 GMcF informed meeting boardroom at CIEH NI offices available to members and highlighted video/tele conferencing/library/internet facilities		
	9.4 DK informed meeting possible secondment for member with CEHOG Approval for 3 years.		
	9.5 PT outlined the broad cross section of members on the Management Board with the exception of retired members who had time, experience and a valuable contribution to make. SC to sound out some recently retired members about possibility of involvement in Management Board.	SC	
	9.6 SC outlined the desire of Brian Oliphant to step down as President. Members to consider upon a suitable replacement.	All	
	9.7 Enquiry made ref APD briefing day for potential candidates. List to be obtained from CIEH for direct contact through SC. Gary Telfer to be asked to provide available dates for briefing day.	SC	
10	Date of next meeting		
	This concluded the business of the meeting next meeting 22 April 2008, CIEH NI, York Street, Belfast.		