

DLR PPN SECRETARIAT MEETING

13 February 2023, 5.00 - 6.25 pm

In attendance: Tony McCarthy, Viola di Bucchianico, Kay Gleeson, Gavin Harte, Bill O'Dea, Aileen Eglington, Colette Downing Apologies: Sharon Perry

1. Call to order

2. Declaration of conflict of interest:

No conflict to declare

3. Review and approve minutes of last meeting.	
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a. Matters arising	
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Discussion	Actions/Agreed
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No matters arising.	Tony McCarthy proposed.
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	Kay Gleeson seconded.
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4. Review of Membership Applications	
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Meadowvale Tennis Club Approved LCR Women's Shed clarification on details in the application to be sought	Actions/Agreed
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	Colette will contact groups.
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6. Staffing	
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Discussion	Actions/Agreed
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New temporary support worker has been recruited and is starting on 20 March 18 hours, 6-month contract.	
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7. Spring Plenary	
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Discussion.	Actions/Agreed
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Suggested topic Arts and Culture Suggested speaker DLR Heritage officer on the history of DLR. Another speaker to be identified possibly the DLR Arts Officer.	Think of further suggestions/themes for next meeting.
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8. Nominations – Secretariat and SPCs	
<p>Discussion</p> <p>One nomination has been received from the Environment Pillar for a representative on the LCDC. Annette McAllister.</p>	<p>Actions/Agreed</p> <p>Secretariat approved nomination, no election as only one nominee.</p> <p>Colette to advise the LCDC</p>

9. Training & workshops	
<p>Discussion</p> <p>Colette has attended 2 further meetings with the Adult Education Service, the pilot programme will commence as part of the Bealtaine Festival 2023 and will run for 4 Thursdays in May. The PPN will handle the bookings and enquiries. We will promote through our network, social media and ezine. It was agreed that DLR PPN pay for the costs of refreshments. Location of training Dundrum Town Centre.</p>	<p>Actions/Agreed</p> <p>DLR PPN are responsible for refreshments, promotion and bookings, Colette will contact Eileen in the AES to confirm secretariat agreement.</p>

10. Communications	
<p>Discussion</p> <p>Logo – not happy especially with the dual language version, all the versions use the full Dun-Laoghaire Rathdown name and are cumbersome. Colette will approach Alice PR and try to arrive at a solution using DLR in some versions especially the dual language ones.</p>	<p>Actions/Agreed</p> <p>Colette to contact Alice PR</p>

10. Finance	
<p>Discussion</p> <p>Budget 2023 will need to be agreed, Projects for 2023: it was suggested there should be a case study, in the Workplan we have identified the strategic plan as the project for 2023 and to work towards engaging with members and representatives, networking. Outcome - carryout a strategic review of DLR PPN, to assess where funding could be best</p>	<p>Actions/Agreed</p> <p>Colette will arrange a meeting with Gavin and Bill to discuss and make arrangements.</p>

spent to strengthen the PPN, Gavin and Bill offered to co-host.	
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11. AOB	
<p>Discussion</p> <p>Expo 2023 was discussed, Tony and Viola stated that the PPN should take a stand to promote the organisations profile and membership. We have no materials to promote the PPN at the moment and we are in the process of rebranding.</p>	<p>Actions/Agreed</p> <p>Colette to contact Age and Opportunity for details and circulate to the secretariat.</p>

11. Date of Next Meeting	
<p>Discussion</p> <p>Secretariat meeting 13 March.</p> <p>Additional Strategic Meeting sometime before.</p>	<p>Actions/Agreed</p> <p>13 March 2023</p>