

Caranua Board minutes 23rd July 2020

Present: David O’Callaghan, Damian Casey, Francis Treanor, Katherine Finn, Frances Harrington

Apologies: Phyllis Morgan Fann, Patricia Carey, Richard Heeney, Tom Daly

In attendance: Rachel Downes, Michael Fitzpatrick (Secretary), Sinead Dwyer, Jane Merrigan

Item	Discussion	Decision Action	Update from last meeting
1. Quorum, Apologies and Conflicts of Interest Declarations	<p>The Chair noted that there was a quorum present and that apologies had been received from four Board members who were unable to attend.</p> <p>No member had declared a conflict of interest in the Agenda.</p>		
2. Minutes of the last meeting	<p>Minutes of the last Board meeting from 25th June 2020 were agreed. No issues arising from the minutes.</p> <p>Minutes from 25th June: Proposed by: Francis Treanor Seconded by: Frances Harrington</p>	DOF will pass Board minutes from the last ordinary Board meeting to the Head of Communications to publish on the website.	
3. Report from Executive	<p>An Executive Report was presented by the CEO covering the following</p> <ul style="list-style-type: none"> • Staffing Update: <ul style="list-style-type: none"> - Since 6th July, designated staff are attending the office in preparation for closure. 		

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	<ul style="list-style-type: none"> • Services Update: <ul style="list-style-type: none"> - We continue to progress all open applications towards completion. • Department of Education and Skills Update: [INFORMATION REDACTED] • Communications Update: <ul style="list-style-type: none"> - CEO wrote to the new Taoiseach and Minister welcoming them to their roles and requesting an opportunity to meet with them to discuss the current position of survivors and their future needs prior to Caranua's closure. - No Media queries since the last Board meeting. - The Conference Report is due to be completed before end of July 2020. - No further Outreach or One to One meetings can be planned due to Covid-19. 	<p>CEO will circulate Conference Report to Board Members next week.</p>	
4. Wind-Down Subcommittee Update	The Wind-Down Subcommittee is due to meet again on 27 th August 2020.		
5. Finance and Risk Matters	<p>The DOF gave a Finance update as of 30th June 2020 based on projections to 30th October 2020, including:</p> <ul style="list-style-type: none"> - Cash balance 		

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	<ul style="list-style-type: none"> - Provision for open applications - Provision for current appeals - Projected administration costs to wind-down <p>There were no changes to the Risk Register since the last Board meeting.</p> <p>[INFORMATION REDACTED]</p>		
6. External Audit	<p>The C&AG audit of the draft 2019 financial statements commenced on 18th May 2020. The audit fieldwork is complete and the audit has passed a review stage. The draft financial statements currently await approval by the C&AG.</p>		
7. Annual Report	<p>The 2019 and 2020 Annual Report will shortly be ready for submission to DES.</p>		
8. Correspondence	<p>Correspondence requesting a meeting with the new Taoiseach and Minister was acknowledged.</p>		
9. Next meeting	<p>The next Board meeting is scheduled for 27th August. The next Audit and Risk Committee meeting is scheduled for 24th August.</p>		