

## Minutes of MSLETB Board Meeting

**Date:** 18<sup>th</sup> November 2025

**Venue:** Mayo College of Further  
Education & Training  
Dublin Road  
Swinford  
Co Mayo  
F12 DC93



**msletb**

Bord Oideachais agus Oiliúna  
Mhaigh Eo, Shligigh agus Liatroma  
Mayo, Sligo and Leitrim  
Education and Training Board

### 1. Members Present

Cllr. Mary Bohan Chairperson  
Cllr. Richard Finn  
Cllr. Gerry Murray  
Mr. Seamus Kilgannon  
Ms. Colette Brawn  
Mr. Malachy Molloy  
Ms. Pamela Ni Thaidhg  
Cllr. Paddy O'Rourke  
Cllr. James Gilmartin  
Mr. Pat Forde  
Cllr. Edel McSharry  
Cllr. Dara Mulvey  
Ms. Sabina McLoughlin  
Ms. Angela O'Brien

#### Apologies:

Cllr. Sean Carey  
Cllr. Joeseph Queenan  
Mr. Shane Goldsberry  
Mr. Aidan Brogan  
Cllr. Gerry Coyle  
Cllr. Donna Sheridan  
Cllr. John Caulfield

#### MSLETB Staff:

Mr. Tom Grady, Chief Executive, (CE)  
Mr Pat Howley, Director of Organisational Support and Development (DOSD)  
Mr Peter Egan, Director of Further Education & Training (DFET)  
Ms Mary Madden, Director of Schools (DOS)  
Mr John McGoey, APO Head of Finance  
Ms Mary McDonald, APO Head of Corporate Services, Compliance & Governance  
Ms Sarah Mulroe & Ms Fiona Foody, Corporate Services

<b>2.</b>	<b>Declarations of conflict of Interest</b>
	No conflict of interest declared.
<b>3.</b>	<b>Adoption of Minutes</b>
	The adoption of the minutes of MSLETB's Board Meeting held on Tuesday 19th September 2025, were proposed by Cllr. Paddy O'Rourke and seconded by Mr. Pat Forde
<b>4.</b>	<b>Matters Arising</b>
	The Board wished the Chairperson Cllr. Mary Bohan a very happy retirement from her Post Office. The Board congratulated Mr. Seamus Kilgannon on receiving the Volunteer of the year for his work in the Credit Union.
<b>5.</b>	<b>Risk Management</b>
	Mr. Pat Howley, OSD Director gave a comprehensive overview of the Risk Register. He outlined MSLETB's four red risks: IT security, Climate Action, Sustainability & Green Agenda Principles, Cyber Security. The DOSD noted that Risk Management remains a standing item on the agenda.
<b>6.</b>	<b>2024 Annual Financial Statements and Letter of Recommendation</b>
	Mr. John McGoey, APO Finance presented a comprehensive overview of the 2024 Financial Statements and associated Letter of Representation.  The 2024 Annual Financial Statements and Letter of Representation were approved by the Board on the proposal of Ms. Pamela Ni Thaidhg and seconded by Mr. Pat Forde.
<b>7.</b>	<b>Approval sought for the renewal of electronic funds transmission (EFT) facility</b>
	Mr. John McGoey, APO Finance briefed the Board on the rational of having the Electronic Funds Transmission Facility in place and sought approval to renew the EFT Facility for 2025. The Board recommended the renewal of the Electronic Funds Transmission (EFT) facility for 2026 on the proposal of Cllr. Dara Mulvey and was seconded by Cllr. James Gilmartin.
<b>8.</b>	<b>Approval of Lease Agreement(s)/ Purchase of land(s)</b>
	<b>Purchase of Military Barracks, Castlebar</b> The CE, Mr Tom Grady, sought the Boards approval for the purchase of lands at the Military Barracks Castlebar from Mayo County Council consisting of 1.9 hectares of land including Military Barracks buildings at Gorteendrunagh townland, Castlebar, Co. Mayo, Folio MY 73358F and part of Folio MY73356F (shown as plot A on map reference CMD-2024-DP-DWG-1024)  Recommended sale price € 460,000.

	<p>Board members were provided with details of the proposed purchase of the Military Barracks buildings at Gorteendrunagh townland, Castlebar, Co. Mayo in advance of the meeting.</p> <p>The CE reminded the board that the purchase of the property in the Military Barracks is subject to Ministerial approval and funding.</p> <p>The CE acknowledged the great work carried out by Mayo County Council, Solas and the Department of Further and Higher Education Research and Science on this matter. The Board approved the proposed purchase of the Military Barracks (subject to Ministerial approval and funding) on the proposal of Ms. Colette Brawn and seconded by Mr. Pat Forde.</p> <p><b>Sale of lands at Tubbercurry Co. Sligo</b> Mr. Pat Howley, DOSD sought the Boards approval for the sale of lands at Tubbercurry, Co. Sligo for €90,000.</p> <p>Board members were provided with details of the proposed sale of lands at Tubbercurry Co. Sligo in advance of the meeting.</p> <p>The Board approved the sale of lands at Tubbercurry, Co. Sligo for €90,000 on the proposal of Cllr. Dara Mulvey and Mr. Pat Forde.</p>
<b>9.</b>	<b>Chief Executive's Report</b>
	<p>The CE extended his welcome to the Board members.</p> <p><b>Votes of Sympathy</b> The CE extended sympathies to a number of staff members and their families on recent bereavements.</p> <p><b><u>Board of Management nominations</u></b> The CE sought the Boards approval for the following BOM nominations.</p> <p><b><u>Saff nomination at Coláiste Pobail Acla</u></b> Mr. Dermot Ginty requested to step down, to be replaced by Mr. Kevin Lavelle.</p> <p><b><u>Parent nominations</u></b> Corran College - Ms. Mandy Ryan Moyne College - Mr. James Walsh</p> <p>The above nominations were approved by the Board on the proposal of Mr. Malachy Molloy and seconded by Ms. Pamela Ni Thaidhg</p>

The CE sought the Boards approval for the following student representatives:

Sligo College of Further Education and Training as follows: Ms. Shaunagh Burnside  
Mr. Rohan Cooney

Leitrim College of Further Education and Training; Mr. John Olajide Olatungi  
Mr. John Hamrock  
Ms. Tasmin Bassett

The Board approved the above nominations on the proposal of Cllr. Paddy O'Rourke and seconded by Ms. Collette Brawn.

#### **Publication of the Annual Report for MSLETB 2023**

The CE advised the Board that he had received confirmation from the Department of Education and Youth that the 2023 Annual Report for Mayo, Sligo and Leitrim ETB has been laid before the Houses of the Oireachtas in accordance with the provisions of the Education and Training Boards Act 2013, Section 28 - 1

The CE gave a summary of some of the ongoing current events and items the CE is directly involved in or overseeing.

The CE updated the Board on the current branding project which is ongoing. The CE enquired if the Board would like to meet with the branding company Piquant.

The Board agreed that they would welcome a brief from Piquant at a future meeting, a date to be decided.

The CE discussed his upcoming meeting with SOLAS on the 24<sup>th</sup> November. He also advised that he is working closely with the Directors in relation to the budgets for Schools and FET.

The CE gave an update on the FET College Development

The CE thanked the DOS and DFET for attending Minister Moynihan's visit which was a very successful visit in Carrigallen Vocational School.

The CE advised the board that there has been a number of leadership changes in MSLETB schools in the last couple of months. The CE wished Mr. Martin Fallon and Mr. Damine McGoldrick well on their retirements

	<p>The CE wished the Director of Services in Mayo County Council Mr. John Condon well on his retirement.</p> <p>Cllr. Dara Mulvey queried if there were any plans to develop Tubbercurry due to the increase in population in the area.</p> <p>The DFET advised that we are looking at improving the building in Tubbercurry and as an anchor to Sligo. We will be keeping an eye on demand in that area.</p>
<b>10.</b>	<b>Report from Sub Committees</b>
	<p>The DOSD Mr Pat Howley gave a comprehensive overview of both the Audit and Risk and Finance Committee meeting from March 2025. DOSD acknowledged the very positive engagement and feedback from the C&amp;AG.</p> <p>The DFET Mr Peter Egan gave a comprehensive report of the Youth and Arts Committee and the Youth Reach Advisory Committee, DFET acknowledged the outstanding work carried out in Ballina Youthreach (YR) who received an exceptionally high rating and extremely positive feedback on the leadership of teaching and learning in the centre which is a credit to the work of the staff there.</p>
<b>10.</b>	<p><b>a. Schools Report</b></p> <p>Ms. Mary Madden, Director of Schools (DOS) gave a comprehensive overview of the schools' report.</p> <p>The Director of Schools, Ms. Mary Madden congratulated the Junior Cert cycle on their impressive results and commended both the teaching and support staff on the work carried out.</p> <p>DOS wished the Principals well in their retirement and welcomed the new Principals.</p> <p>The DOS advised that currently there are no DEIS schools in Leitrim and that herself and Cllr. Mary Bohan had worked hard to try and have a DEIS school in Leitrim but to no avail.</p> <p>Cllr Paddy O Rourke asked when the next review for DEIS school would be.</p> <p>The DOS advised no set date.</p> <p>The full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.</p> <p><b>b. Organisation Support and Development Report including Buildings, Finance and ICT Report</b></p>

	<p>Mr Pat Howley, Director of Organisation and Support Department (DOSD) gave a comprehensive overview of the OSD Report.</p> <p>The full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.</p> <p><b>b. Further Education and Training Report</b></p> <p>Mr Peter Egan, Director of Further Education and Training (DFET) gave a comprehensive overview of the Further Education and Training Report.</p> <p>The full report was circulated to the Board prior to the meeting and is available in full in the Board One Note/Board pack.</p>
<b>11.</b>	<b>Any Correspondence / documents for noting</b>
	No
<b>12.</b>	<b>Any Other Business</b>
	<p>The next board meeting will be held on Tuesday 9<sup>th</sup> Dec 2025 in The Landmark Hotel Carrick on Shannon.</p>

Signed:

Mary Bohan

Cllr. Mary Bohan,

Chairperson, MSLETB Board

Date:

9<sup>th</sup> Dec 2025

9<sup>th</sup> December 2025.