

MINUTES OF THE MEETING OF THE ADMINISTRATIVE COMMITTEE
HELD AT THE IRISH CENTRE ON TUESDAY 13TH JUNE 1989

1. PRESENT

Rev T Scully, T Dunne, T Mangan, M Allen, M O'Mahoney, M Fitzsimons, Chris O'Connell, Mary Kenny.

APOLOGIES

IN ATTENDANCE

Paul Murphy

2. MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting having been circulated were taken as read and were adopted on the proposition of T Mangan, seconded by **M ALLEN**.

3. MATTERS ARISING

None.

4. WELFARE REPORT

Paul Murphy presented the Co-Ordinators monthly report. Two new Social Advice Workers, a General Secretary and a Research Worker had been appointed, creating a sense of newness and dynamism, working together and helping each other. The unit was capable of processing many more clients during May. However, June through to August would see a marked increased demand and the unit would be handling some 200 cases per month.

The trend of 'phone calls was on the increase and all such enquiries are now logged. Many homeless callers are dealt with at weekends as well as other problems. These and other accommodation requests will be collated for statistical and review purposes.

The reduction in client numbers was in the main due to

- (a) Immigrants now better prepared.
- (b) Safe Start Video released.
- (c) Emigrant Advice being circulated through educational outlets in Ireland.

There is still a need for work to be done in the unit in a number of areas in particular staff would be encouraged to make outside visits and meet personnel of agencies and related offices - Tuesdays and Thursdays would be acceptable days to release staff for this purpose. Such visits would create good P.R. and personal relationships with appropriate bodies.

A.G.I.Y. Review for 1988 has been published and circulated.

DIRECTOR'S REPORT

Fr Scully, appreciated that criticism from outside bodies directed at the Centre was discouraging. He advised Paul to continue working, positively, building up a good service and good relationships. Statistics are not everything and can be interpreted in many ways. Several people call at odd hours for help and also several late night phone calls are dealt with. M O'Mahoney stated that statistics on satisfied customers would be more important. Fr Scully in agreement advised Paul to be proud of his work. The Chairman stated that the Irish Centre has been a flagship and model for 36 years and did not get the credence for background work. He expressed thanks to Paul and his staff for their committed and valued contribution.

5. FINANCE REPORT

Copies of Income and Expenditure Account were circulated. Fr Scully stated that since the appointment of the new Manager standards had improved. Quality was good and service improved. It would take 6 months to appear in the figures.

Catering trends for 1989 show an increase. Kennedy Hall now out of action with a consequent loss of revenue.

6. HOSTELS REPORT

Both hostels are fully booked. An official opening date for the new hostel is to be announced later. Fr Scully explained the technical changes from Board & Lodgings to Income Support and Housing Benefit. At present there are 12 men in residence with additional occupants to follow. A recent meeting with Camden Council was encouraging. The new hostel is not registered and we await written confirmation from the Council accordingly. The Committee's appreciation and thanks to Fr Ryan and staff and the Sisters and helpers at St Louise Hostel for their continued dedicated hard work.

The Chairman stated that a new Reception would be put into use. The Chapel is to be relocated in existing premises. Some structural alterations are necessary. Fr Scully asked for permission to negotiate the cost of structural alterations. The location at the same time is being discussed. This was agreed on the proposal of J. Hannan and was seconded by M O'Mahoney.

(C) CAR RAFFLE

Progressive satisfaction in the raffle was reported. The circulation here and in Ireland, statistics are being kept. The raffle is being held in the afternoon and evening.

DIRECTOR'S REPORT

(A) KENNEDY HALL - INCIDENT

A fire on Saturday 10th June caused considerable damage to the Kennedy Hall and peripheral area which was unoccupied at the time of the incident. However, 300 people were evacuated from the McNamara and Douglas Hyde Halls and Management / Staff were to be congratulated for speedy and efficient clearance of the premises. Two members of staff were treated at the U.C.H. for smoke inhalation plus slight cardiac arrest and were discharged after 24 hours in hospital. Fr Scully expressed his and all such satisfaction that they were fit again and no other person was affected.

The ventilation system has been cleaned but needs more extensive work on it and the final cost will be very high. It is hoped to have an inventory and assessment of damage prepared by Friday. Some functions will have to be cancelled. However, arrangements to help clients seek suitable locations in hand.

(B) Project

An excellent girl has been appointed. She has communicated with all educational concerns in London. Rooms to accommodate 10 students now ready for action when machinery installed. They had to be redecorated as A.N.C.O. students had caused serious damage. There are 5 Word Processors - 2 students per unit. Federation of Irish Societies had requested an office. Accommodation - 1 room, rent £1,000 per year. Committee agreement sought by Chairman which was agreed. Outer room opposite Chapel will serve as a waiting/sitting room.

The Fire Officer, investigating the Kennedy Hall fire considered existing offices by Reception too crowded. They would not comply with fire regulations. Fr Scully stated that the Shamrock, Harp, Manager's office, cloakroom, Secretary's office would be refurbished and modernised with completed word processor and fax facilities.

The Chairman stated that a new Reception would be put into use. The Chapel is to be relocated in existing offices. Some structural alteration is necessary. Fr Scully asked for permission to negotiate the cost of proposed alteration / re location at the same time as Kennedy Hall. This was agreed on the proposal of T Mangan and was seconded by M O'Mahoney.

(C) CAR RAFFLE

Progressing satisfactorily. £70,000 worth of tickets in circulation here and in Ireland. Sellers are needed. Appreciation for the efforts extended to B Murphy and M Kenny.

(D) FEDERATION ANNUAL CONGRESS

The Chairman had attended. There was nothing of importance to report. He had spoken to the meeting outlining the new project which was received with appreciation.

(E) SUNDAY LUNCHES

These continue as usual in the McNamara Foyer. Efforts by staff despite setback fantastic. 35 people per Sunday were attending and there was a group booking of 40 for next week.

(F) WELFARE ADVISORY GROUP

The group meets regularly and reviews the work of the Community Care Centre.

(G) SOCIAL CLUB The Chairman was not in attendance at the meeting. Fr Scully reported that the Committee were all working well together.

The A.A. Social on Saturday requested advertising for their buffet. This was not agreed to. They wished to continue as in previous years "taking over the kitchen" and supplying their own food. The Manager had agreed to this for 1989. M O'Mahoney suggested that a letter be forwarded that such facilities would not be available for 1990. Fr Scully stated that letters were being forwarded to all Counties, organisations etc., detailing a £75.00 charge if dance only.

9. C.C.E. CONCERT 1990

The C.C.E. wish to put on a concert in September 1990. The Chairman stated that the Dominion Theatre, Tottenham Court Road had been offered at one stage. Members agreed that this offer should be followed up. The Chairman is to write to C.C.E. agreeing in principle.

10. ANY OTHER BUSINESS

M Allen reported that G O'Flynn's presentation function was a success. Gerry and Nell returning to Ireland were very pleased with Waterford Crystal Gifts.

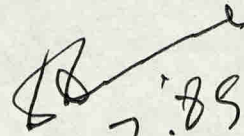
T Mangan proposed a vote of sympathy to the relatives of Hugh McCormack recently deceased. The Chairman agreed that this was correct and in order. A letter of appreciation for Irish Counties attendance and consideration - both on the evening of reception of remains at St Aloysius and funeral next day. It was agreed to forward a letter of thanks to Mary for her kind remarks.

Fr Scully was in Ireland accepting cheque for £15,000 as an annual contribution agreed with Toyota - minuted previously.

Mary Allen noted Breffne O'Reilly's return to Ireland and whether we wished to consider some appreciation. Breffne had been very supportive and a great friend and great credit was due to him. The Chairman agreeing felt that this should be recognised. Fr Scully stated the Irish Embassy have done tremendous work for welfare. The Chairman agreed to arrange a mutually convenient date for a presentation combining with C.I.C.A. A preference for Waterford Glass was expressed and a suitable piece, to be selected after discussion with Mary Allen.

11. NEXT MEETING

TUESDAY 11TH JULY 1989 @ 8.00PM AT THE IRISH CENTRE.

J. 
11-7-89