

ADMINISTRATION COMMITTEE MEETING

FEBRUARY 13th 1990

1. Present: Mr T Dunne, Mr J Myers, Mr T Mangan, Mons. G Stack, Mr E McCormack, Miss M Kenny, Mrs M Allen.

In attendance: Mr P Keegan, Fr D Cormican, Mr P Murphy.

Apologies: Mrs M Cooper, Mr M O'Mahony.

2. Minutes of meeting January 9th 1990.

Proposed by Mr J Myers.

Seconded by Miss M Kenny.

3. Matters arising. None.

4. Finance report.

A full and comprehensive report was presented by Mr P Keegan.

Wages and salaries have increased by 3%. Heating lighting and cleaning have increased also. Cleaning materials exorbitant. Loans to commercial credit have now been payed off.

Charity and trading accounts are to be separated.

Trustees to meet on a three monthly basis.

Accounts to be produced quarterly and more financial information should be readily available.

5. Welfare report.

Paul Murphy reported that during January a total of 341 interviews took place.

Telephone enquiries amounted to 560.

Work on the annual report is being compiled.

Missing persons section busy.

Fr Scully was interviewed by Radio Eireann and Brian Duggan was interviewed by Ulster Television.

Maureen Rynne has been appointed to the post of Receptionist.

Paul asked to have staff salaries payed into the bank on time each month.

Conway House has started to refer clients to the Centre. These are usually in the age range 17-18.

With regard to Saturday working it is intended to hold a Welfare advisory meeting on March 19th to discuss.

Irish conference takes place on April 21st.

6. Hostels: Both working to full capacity.

7.1 Directors report.

Insurance claim is being processed.

7.2 Loan agreement from Oblates. Delay due to solicitors.

7.3 Chapel is in the process of being moved to the ground floor. Existing room to be used for classes.

7.4 Bar management. Manager appointed to take sole charge of bars.

7.5 McNamara Hall is to be carpeted.

7.6 A successful pensioners party was held on January 14th.

Attended by Cllr Barbara Hughes Mayor of Camden.

7.7 Fundraising for 1990, ideas discussed.

7.8 R.T.E recording for half hour for three evenings.

7.9 U.T.A. to report on missing persons.

7.10 Brian Duggan profile in London Irish News.

7.11 Annual report to be launched on May 23rd at official opening of Hostel for the elderly in Quex Road.

8. Social Club. No report due to the absence of the Chairman.

9. A.O.B. No other business to discuss. The Chairman thanked the members for their attendance.

10. Date for the next meeting set for March 13th 1990.

T. Senly *SM*
14/3/90