

**Report on Minutes of Education Finance Board  
13<sup>th</sup> December, 2007**

Date	Topic	Decision
13.12.07	<b>Minutes of Meeting 13<sup>th</sup> December, 2007</b>	Approved
	<p><b>Matters arising from Minutes</b>            Letter to Alliance Support Group approved.            Progress in relation to phone and computer connections was noted.            Remaining Reports of Meetings agreed.            Statement of Interests form for the Ethics in Public Office Acts, 1995 and 2001 received from all Board Members and the Secretary to the Board and will be forwarded to the Standards in Public Office Commission.</p>	
	<p><b>Correspondence</b>            Request received from Independent Newspaper seeking information from the Board in relation to Fund details and the future of the Fund.</p> <p>Complaint received in relation to office efficiency.</p>	<p>The Board agreed to furnish such information as soon as it is available and recognises the importance of the media in letting people know of the Fund.</p> <p>Noted and will be investigated.</p>
	<p><b>Approvals, Appeals and Queries</b>            There were 99 approvals in respect of 93 applicants to a total value of €108,977.32.            39 Applications under reasonable expectation were approved to a total value of €42,345.46.            Appeals and Queries were processed.</p>	
	<p><b>Criteria Advertising/Information Campaign</b>            Publicity Committee to reconvene before next meeting and present a provisional costing for media CD, posters, logo, postage and stationery for the publicity campaign.</p> <p>The Board agreed the logo which will now appear on all Education Finance Board documentation.</p> <p>A report was given on presentation to the Adult Education Guidance Initiative (AEGI). The AEGI has now approved the procedures that the EFB offers to clients in the implementation of the service AEGI provides.</p> <p>Quote received for printing of copies of the Criteria for 2007/2008.</p>	<p>Agreed</p> <p>Approved</p>
	<p><b>Finance</b>            NTMA Report            CDVEC Financial Statement of EFB to 31<sup>st</sup> November.            CDVEC requested draw-down from NTMA</p>	<p>Noted            Noted            Noted</p>
	<p><b>Financial Statement</b>            A statement of Management Accounts for the month ended 30<sup>th</sup> November, 2007 was presented to the Board as a result of meetings with CDVEC, Accountants and the office.            The Chairperson reported that it is now hoped that similar statements would be available to the Board on a quarterly basis in the future.</p>	<p>Noted</p>
	<p><b>IT and Communication Requirements</b>            It was reported that the website should be ready early in the New Year.            Revisions to the database to reflect the needs of the auditor, the provision of reasonable expectation and the Annual Report were discussed and agreed.</p>	
	<p><b>Staffing</b></p>	

	<p>A report on a new appointment to the staff of EFB was presented. It was noted that Qualifax has offered training to the office in the New Year.</p>	<p>Approved</p>
	<p><b>Meeting with the Principal Officer and the Assistant Principal Officer of the Residential Institutions Redress Unit of DES</b>  The Chairperson welcomed the officials from the Department of Education &amp; Science and outlined to them the work of the Board. The following issues were discussed:  <b>The preparation and completion for publication of accounts for the Ad Hoc Committee.</b> Agreed by the Principal Officer that DES will also look at getting outside accountants to prepare accounts for the expenditure from the Fund during the Ad Hoc Committee phase.  <b>Publicity for the Education Fund:</b> There will be no change to the present agreement whereby the DES will pay for the publicity campaign of the Fund and help support groups with grants to defray costs which may be needed as part of the campaign.  <b>The payment of members' expenses from the Fund:</b> The Principal Officer saw difficulties in changing the ruling that the Department of Finance had made but agreed to look at the matter again.  <b>Payment still outstanding from DES to the EFB:</b> It was agreed that on completion for publication of the accounts of the Ad Hoc Committee expenditure phase, any monies found to be due to the Fund will be refunded by DES.  <b>The Social Welfare issue raised by the AEGI in relation to clients who may be in receipt of Social Welfare payments and who may stand to lose if they access education full-time:</b> The Principal Officer will make representations on behalf of the Board to the Department of Social and Family Affairs.  <b>The implications of the Freedom of Information legislation for the Board in terms of resources:</b> The Assistant Principal Officer outlined the legal responsibilities of the Board and offered training to the staff in the New Year. The date for the EFB to come under the Act has not yet been determined.</p>	
	<p><b>AOB</b>  The Board was informed of the Christmas break of the office. The next meeting will be held on <b>30th January, 2008.</b></p>	<p>Noted</p>