**Secretariat minutes 10 September 2024**

Present: Mick, Stephen, Ernie,

Apologies: Frank, Siobhán G, Gavan, Rachel, Alicia, Catherine

Staff: Resource Worker (note taker),

**Minutes:**

**Represent, Educate, Network**

**Draft Agenda**

1.  June minutes proposed by Ernie and seconded by Mick. You can read the June minutes on the website [here](https://dublincityppn.ie/secretariat/).

2.  The new PPN member groups for June, July and August were ratified. Once member groups are ratified, they are converted on the database into full member, and you can access all details on the members directory on the website [here](https://dublincityppn.ie/members/).

3.  Coordinator's Update:

* Siobhán O'Shea joined the PPN staff on Monday 03 September as Support Worker to the PPN. Siobhán’s first area of work will be the management of new members, to improve the process, and make the management system more efficient, robust and cohesive. She will then work closely with Ruth on sharing information, organising capacity building training and supporting the elected PPN representatives and Secretariat.
* The deadline for the 2023 Annual Report is Friday 20 September. The report will be shared with DCC/DCVC and 2 people from the Secretariat, before it is submitted to the Department of Rural and Community Development.
* The full series of autumn training events begin on Friday 06 September, and you can access the [full schedule here](https://dublincityppn.ie/events/).
* A draft agenda for the November Plenary is: introduction/Secretariat’s update/working in the three pillars: introduce the new Representatives to the plenary. Photos – food and music.
* Dublin City Council have still not sent the official request for representatives to the PPN. As soon as the official request comes in, the network will advertise the roles and work towards filling every available seat.

4.  Secretariat Updates: Rachel Rooney has officially stepped down from her role on the Secretariat and is not seeking a further nomination.

Ernie will join the PPN on behalf of a new group (a Finglas Film Festival group) and will complete the form as soon as possible.

The Secretariat agreed that the PPN can and should stop using X. This would follow the host, DCVC, and their colleagues SDC VC, who have made a statement about inappropriate content on X, and how the staff and volunteers are not going to continue supporting it. A draft statement from the PPN will be sent to the Secretariat to agree before stepping away from the channel.

Mick reminded people of the ongoing work of the DTG, and explained that Martin will be attending the National Conference in Limerick, on behalf of the DTG.

Stephen commented that he would be attending the Earth Rising event in IMMA and invited people to attend.

5.  No other updates: the next monthly meeting of the Secretariat will be held from 6.30pm – 8.30pm on Tuesday 08 October.