

**THE FACULTY OF NOTARIES PUBLIC IN IRELAND**

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE FACULTY HELD AT**

**The g Hotel & Spa, Wellpark, Old Dublin Rd, Galway, H91 V0HR**

**(with participation by members online also)**

**on the 28th day of March 2025 at 2.00 pm**

**Present:-** Nigel Allen, Dean  
**(At the top table)** Ross McMahon, Registrar  
Michael M. Moran, Secretary

**In the Room:** The persons named on the accompanying in-person list

**By Videoconferencing :** The persons named on the accompanying on-line list:-  
Darren Shipp, Azets Audit Services Ireland Limited, Auditors (Part only)  
Ravi Sivasubramaniam, Azets Audit Services Ireland Limited, Auditors (Part only)

**In Attendance:** Iain Ostrowski-Rogers, Co-ordinator of the Institute of Notarial Studies  
Mayara Jorge

**Apologies:** The persons named on the accompanying list.

**1. Notice and Commencement of Meeting**

The Dean took the Chair.

The Dean noted that there was a quorum welcomed the members present, both in the room and online, to the 2025 AGM of the Faculty.

The Notice of Meeting was taken as read.

**2. In Memoriam**

The Dean noted, that since the last AGM of the Faculty, the following members had passed away:-

Brian Duncan

Walter Beatty Snr.

The passing of David McMahon Solicitor, the father of the Faculty's Registrar, Ross McMahon, was also noted.

A minutes silence was observed by the members present.

### 3. Minutes

The Dean referred to the minutes of the Faculty's Annual General Meeting held on 8<sup>th</sup> March 2024 (which had already been published on the Member's Section of the Faculty's website prior to the meeting) and which were taken as read, were approved and signed.

### 4. Registrar's Report

The Registrar report had been published on the Member's Section of the Faculty's website well in advance of the meeting, a copy of which is annexed hereto and forms part of these minutes. The Registrar gave a summary of his presentation to the meeting.

*Website.* A new Irish language version of the website is now up and running. A special thanks to the Dean, James Lee Chair of the IT Committee and Samantha Geraghty for their hard work in setting up this version on the website. In time other languages will be considered such as French, German and Spanish.

### 5. Financial Report

The Financial Statements for the year ended 30<sup>th</sup> September 2024 (which had been available to the members of the Faculty on the Faculty's website prior to the meeting) were produced to the meeting. The Report of the Governing Council and the Auditors Report were taken as read. The Dean noted that there was an unqualified report of the statutory auditor.

The Registrar brought the meeting through the Financial Statements and provided further detailed information displayed on a screen to those attending, dealing with the breakdown of Faculty income and Faculty overhead expenses.

It was unanimously **resolved** (both in the room and online) that the Financial Statements for the year ended 30 September 2024 and the reports of the Governing Council and Auditor thereon, as submitted to the meeting, be and were thereby received and adopted.

### 6. Dean's Report

The Dean's report had been circulated to the members in advance of the meeting on 13<sup>th</sup> March 2025, a copy of which is annexed hereto and forms part of these minutes.

### 7. Election of Members of the Governing Council

It was unanimously **resolved** (both in the room and online) that Mary Casey be re-elected to the Governing Council.

It was unanimously **resolved** (both in the room and online) that Paul Egan be re-elected to the Governing Council.

It was unanimously **resolved** (both in the room and online) that Ivan Healy be re-elected to the Governing Council.

## **8. Continuation of Auditors**

The Dean noted that Azets Audit Services Ireland Limited would continue in office as statutory auditors as provided by the Companies Act 2014.

## **9. Auditor's Remuneration**

It was unanimously **resolved** (both in the room and online) that the remuneration of the auditors be fixed by the Governing Council in respect of the period expiring at the next annual general meeting.

## **10. Membership Subscription**

The Governing Council was proposing that the membership fee be set for 2026 at this meeting. This would have the advantage of improving the Faculty's financial control. It would also introduce some predictability for notaries so we all know what amount is planned to become due. The subscription proposed for 2026 was €266.00, a 4% increase on previous years.

On the proposal of the Registrar, seconded by Paul Egan, it was unanimously **resolved** (both in the room and online) that the members' subscription for 2026 be set at €266.00.

## **11. Contribution to the Solicitors' Benevolent Association**

The Dean explained that the Solicitors' Benevolent Association is a voluntary charitable body consisting of all members of the Law Society of Ireland and the Law Society of Northern Ireland, which assists members or former members of the solicitors' profession in Ireland and their wives, husbands, widows, widowers, families and immediate dependents who are in need. Assistance is provided on a confidential basis throughout the 32 counties. The Association is independent of both Law Societies.

The Governing Council proposed that the Faculty should make an ex-gratia contribution to the Association in the sum of €3,000, which on a per-notary basis was consistent with the amount paid by solicitors as a proportion of their practising certificate fee.

Ms. Enya Egan enquired as to when the donation had last been considered and it was noted that this was at the AGM of the Faculty, which was held in Westport in March 2020. The Dean pointed out that the donation was currently inline with the overall financial position of the Faculty.

Mr Greene mentioned, that whilst he had no issue with the donation to the Solicitor's Benevolent Fund, he reminded the members that there may well be fellow notaries who had fallen on difficult times and could do with similar support. It was suggested that the matter be referred to the Finance Committee for consideration.

It was unanimously **resolved** (both in the room and online) that the Faculty should make a contribution to the Solicitors' Benevolent Association in the sum of €3,000.

## **12. Any Other Business**

*Intellectual Property.* The Secretary informed the meeting that steps had and were being taken to protect the intellectual property rights, consisting of both trade marks and domain names, of the Faculty. Currently the Faculty had registered three trade marks and if need, further registrations of other marks would be considered.

*Regulation.* It was noted that there were no three separate Regulators of the notarial profession. Practising Solicitor notaries were regulated by the Law Society of Ireland, Practising Barrister notaries by the Legal Services Regulatory Authority and non Practising Solicitors & Barristers by the AMLCU of the Dept. of Justice. A member, John Quigley, queried why this had come about and it was mentioned that various points and arguments against such a regime, had been made at the time.

*CLAN AGM* Mr. O'Brien mentioned that the AGM of CLAN is scheduled for May 2025.

*Thanks* The Dean noted that the date of the meeting was also Daffodil Day and that Sunday was Mother's Day and he expressed his thanks to all the members of the Governing Council, both past and present, for their valuable contributions to the Faculty.

## **13. Close**

There being no further business, the meeting then terminated at 14.50.

Signed:

Chairman

Date:

March 2026

<b>Attendance in Person</b>	<b>Apologies</b>
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**Attendance online:**