

BOARD OF MANAGEMENT MEETING

Tuesday, 13 September 2022 (Post AGM) at 7pm at the Golden Friendships Community Hall, 18 Nairn Place, G81 4AU

Board Members: K Johnson, J Henderson, L Lester, F Polding, J Lennox, A Williamson, G Waddell

Staff/Advisor(s): Anne Marie Brown, Chief Executive
Graeme Bruce, Finance Agent, Lethame Business Services
Kim Tennant, Corporate Services Officer (minutes)

Board meeting minute prepared by K Tennant, Corporate Services Officer post meeting.

ITEM	NOTE	ACTION
	<p>WELCOME AND ORDER OF BUSINESS</p> <p>AM Brown welcomed the Board to the meeting.</p>	
1.0	<p>APOLOGIES</p> <p>There were no apologies to be noted.</p>	
2.0	<p>DECLARATIONS OF INTEREST</p> <p>There were no interests declared.</p>	
3.0	<p>ELECTION OF OFFICE BEARERS; MEMBERSHIP OF AUDIT & RISK AND STAFFING COMMITTEES & POLICY REVIEW WORKING GROUP</p> <p>Report Summary</p> <p>AM Brown advised Board in accordance with the Rule 59.5, the Chairperson and other Office Bearers will be appointed on an annual basis at the next scheduled meeting held after each Annual General Meeting (AGM).</p> <p>As per Standing Orders, the Board also appoints its Committee and Working Group members and the Chairs of the two Committees at the Board meeting after the AGM.</p> <p>Office Bearer Nomination forms were issued to Board members in advance of the Board meeting, with members being asked to return completed forms by 12 noon on 23 August 2021.</p> <p>Discussion</p> <p>Election of Chairperson; AM Brown confirmed that majority of the votes cast were in favour of J Henderson. J Henderson accepted the position with thanks.</p> <p>Vice Chair Election; AM Brown advised the Board that the majority of the votes cast</p>	

were for G Waddell. G Waddell accepted the position with thanks.

J Henderson took over the meeting as Chair.

Audit & Risk Committee

AM Brown advised that now J Henderson has been elected as Chairperson, a new Chair must be elected for the Committee as he cannot continue to hold this position whilst holding the Board of Management Chair position. L Lester proposed G Waddell, I Lennox seconded the proposal. G Waddell accepted the position as Chair. It was agreed that the members of the Audit & Risk Committee for the year ahead are: G Waddell, F Polding, I Lennox, J Henderson, L Lester (until they step down from the Board in December 2022) and D McIndoe.

Staffing Committee

AM Brown advised the Board that the sub committee meets 6 monthly at present and there are no proposed changes to this, unless there are staffing issues that require to be resolved. L Lester advised that she is happy to remain as Chair of the Committee although they intend to leave the Board in December 2022. It was agreed that the members of the Staffing Committee for the ahead are: L Lester (up to December 2022), A Williamson, G Waddell, I Lennox and N Garrard.

Policy Review Working Group

AM Brown advised the Board that G Laurie would like to remain on the Working Group. Given that G Laurie has retired from the Board at the AGM they can only be considered as a co-optee to the PRWG. AM Brown advised that G Laurie as a co-optee would not count towards a quorum. The Board agreed to appoint G Laurie as co-optee given their knowledge and expertise in the field.

It was agreed that the members of the PRWG for the year ahead are: A Williamson, I Lennox, K Johnson, N Gerrard, L Lester (until December 2022) and G Laurie (co-optee).

G Waddell expressed an interest in joining the PRWG and will observe a future meeting before deciding.

K Johnson declared that it is critical that the Board attracts tenants to join. AM Brown advised that there is a recruitment drive happening at present and we are hopeful that we will be able to attract tenants to join.

Decision

The Board:

1. **Considered** the outcome of the nomination process for the Office Bearer positions and **appointed** the following Office Bearers; J Henderson as Chairperson and G Waddell as Vice Chairperson of the Association.
2. **Appointed** the Chairs for the Audit & Risk and Staffing Committees and **agreed** the Committees' membership for 2022/2023.
3. **Agreed** the Policy Review Working Group's membership for 2022/2023.
4. **Agreed** to co-opt G Laurie to the Audit & Risk Committee and/or PRWG subject to their acceptance of the co-option.

4.0	FINAL MEETING SCHEDULE 2022-2023
Report Summary	<p>J Henderson introduced AM Brown to present the report. AM Brown presented the Meeting Schedule for the year ahead. It is proposed to bring the AGM forward one week to allow for staff attendance.</p> <p>AM Brown advised there will be a survey issued shortly to Members for their preferences to be noted in terms of hybrid meetings. Once responses are received the schedule will be reviewed.</p>
Discussion	The members advised that they were happy with the format of the schedule thus far, however, they will complete the survey once issued.
Decision	<p>The Board:</p> <ol style="list-style-type: none"> 1. Considered and approved the new Meeting Schedule for 2022 to 2023 at Appendix 1. 2. Considered and approved the change to scheduled meetings to a Tuesday evening.
5.0	SHARED OWNERSHIP BUY-BACK: CONFIDENTIAL
	See confidential minutes.
6.0	DATE OF NEXT MEETINGS
	<p>J Henderson advised dates of next meetings:</p> <ul style="list-style-type: none"> • PRWG: Tuesday, 11 October 2022 • Board: Tuesday, 25 October 2022 • Audit & Risk: Monday, 14 November 2022 • Staffing: Tuesday, 6 December 2022 <p>The meeting closed at 9 pm.</p>

Signed *Jordan Henderson*

Date 25 October 2022

(Chairperson)