

Board Meeting

23 September 2020, 19:30 to 20:30

Virtual Meeting

Attendees

Board members

Brian Corrigan (Chair (elected in-meeting)), Julianne Scarlett (Vice Chair (elected in-meeting)), Eileen Tamburrini (Board Member), Ronny Lee (OTHA Nominee), Heather Thomson (Secretary (elected in-meeting)), Kelly Ferns (Board Member), Eleanor Robertson (Board Member), Alan Hutchison (Board Member), Ken Robertson (Board Member), June McIntosh (Board member), David Brown (Board Member)

Attending

Paul McVey (Director), Liz Bowden (Corporate Services Manager (Minute Taker)), Andy Thomson (Housing Services Manager), Alana Durnin (Finance Director), Paul McColgan (Property Services Manager)

Meeting minutes

1. Apologies & Declaration of Interest

Discussion

Director

The Director took the Chair in order that a Chair of the Board be elected.

There were no apologies.

2. Election of Office Bearers

2.1. Election of Chair*

Decision

Director

The Director asked for nominations for the position of Chair. Brian Corrigan was nominated by Julianne Scarlett and this was seconded by Heather Thomson.

Brian accepted the nomination.

There were no other nominees, The Board approved the Nomination.

Brian Corrigan assumed the role of the Chair of Cloch HA.

2.2. Election of Vice Chair*

Decision

Chair

The Chair asked for nominations for Vice Chair. He put forward the nomination of Julianne Scarlett, which was seconded by Eleanor Robertson.

Julianne accepted the nomination unless there were any other.

There were no other nominations. The Board approved the nomination and Julianne was elected to the post of Vice-Chair

2.3. Election of Secretary*

Decision

Chair

The Chair asked for nominations for Secretary. The Vice-Chair nominated Heather Thomson, which was seconded by the Chair.

Heather accepted the nomination.

There were no other nominations. The Board approved the nomination and Heather was elected to the post of Secretary.

3. Timetable for meetings to June 2021**

Decision
Director

The timetable was referred to by the Director. He explained that there will be a Governance Review if the separation goes through, at which point, there may be a change to the meeting schedule, probably taking effect at the start of 2021.

The Board approved the attached timetable on the understanding that it may change in 2021.

 03 Timetable of meetings to June 2021.pdf

4. Policies and Remits due for review

4.1. Board Remit*

Decision

The remit attached to the agenda was discussed. Board asked that an additional box is put in to the dates for approval to reflect the previous approved date.

Corporate Services Manager

With agreement to the change proposed above, the remit was proposed and seconded and approved by the Board.

 04.1 Board Remit.pdf

4.2. Standing Orders*

Decision

The Standing Orders were proposed and seconded and approved by the Board.

Corporate Services Manager

 04.2 Standing Orders .pdf

4.3. Rules of the Association: Eligibility to join the Board**

Decision

The Eligibility to Join the Board Policy was proposed and seconded and approved by the Board.

Corporate Services Manager

 04.3 Eligibility for the Board - Rules of the Association.pdf

4.4. Scheme of Delegation*

Decision

The Scheme of Delegation was proposed and seconded and approved by the Board.

Corporate Services Manager

 04.4 Scheme of Delegation.pdf

4.5. Roles of Board Members*

Decision

The Role of the Board Member Policy was proposed and seconded and approved by the Board.

Corporate Services Manager

 04.5 Board Member s Role Description.pdf

5. Sub-Committee Remits and Choice of Sub Committee

The remits were again prefaced with the Director commenting that the governance structure may change following a review, however it is prudent to set these up as things stand at present.

5.1. Remit of Housing & Property Services Sub-Committee*

Decision

Corporate Services Manager

The remit of the Housing & Property Services Sub-Committee was proposed and seconded and approved by the Board.

 05.1 Remit of Housing & Property Services Sub Committee.pdf

5.2. Remit of Finance & Corporate Services Sub-Committee*

Decision

Corporate Services Manager

The remit of the Finance & Corporate Services Sub-Committee was proposed and seconded and approved by the Board.

 05.2 Remit of Finance & Corporate Services Sub Committee.pdf

5.3. Sub-Committee choices by Board Members

The following is a list of Board Members who will take part in Sub Committees:

Finance & Corporate Services Sub-Committee: Ronny, Julianne, Alan, Heather, Ken, Brian

Housing & Property Services Sub-Committee: June, Eleanor, Eileen, Alan, David, Ken, Brian

The Board Members noted that they are able to dip in to other Sub-Committees to learn more about the work of the Association and to cover quorums as needed.

6. A.O.C.B

6.1. Joint Audit Sub-Committee

A Board Member asked about the Joint Audit Sub-Committee. The Director confirmed that the documents that would have gone to this Sub-Committee have been subsumed into Board meetings until such times as separation happens. We will consider the natural platform for audit during the Governance Review.

Information

Director

6.2. Thanks

The Chair thanked Julianne Scarlett for her commitment and chairmanship. He commented that she will be a hard act to follow and he is glad that she is staying on for support in the interim.

Information

Chair

7. Date of Next Meeting 20th October 2020

*for approval

** for noting

Musgrove, Shonaid
01/20/2021 14:41:40

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01/20/2021 14:41:40