

# CLOCH HOUSING ASSOCIATION

Minutes of the Board Meeting  
held on Tuesday 24 September 2024 at 7.45pm  
(following the AGM)  
in the Beacon Arts Centre, Custom House Quay, Greenock

Present: Kelly Ferns  
David Brown  
David McIndoe  
Jackie Smith  
Nicola McLachlan

Attending: Alana Durnin (CEO)  
Shonaid Musgrove (SCSO, on Minutes)  
David Quinn (CSM)  
Carolyne Swinney (CSO)

No	Item
1.	<p><b>Apologies and Declarations of Interest</b></p> <p>The CEO took the meeting until the new Chair had been selected.</p> <p>Apologies had been received from Eleanor Robertson, Karen Aitken and Ken Robertson.</p>
2.	<p><b>Election of Office Bearers</b></p>
2.1	<p><u>Position of Chair</u></p> <p>The CEO advised that K Ferns had intimated they would be willing to stand for nomination again but opened the floor up for any other nominations.</p> <p><b>RESOLUTION</b></p> <p>The motion to re-elect K Ferns to the position of Chair was approved. K Ferns accepted the nomination.</p> <p>Proposed: N McLachlan Seconded: D Brown</p>
2.2	<p><u>Position of Vice-Chair</u></p> <p>The Chair now took control of the meeting and invited nominations for the position of Vice-Chair. The Board was advised that K Robertson was willing to stand for re-election.</p> <p><b>RESOLUTION</b></p>

	<p>As there were no further nominations the motion was carried to re-elect K Robertson to the position of Vice-Chair. K Robertson accepted the nomination.</p> <p>Proposed: D McIndoe Seconded: J Smith</p>
2.3	<p><u>Position of Secretary</u></p> <p>The Board was advised that this position has been temporarily filled by E Robertson. E Robertson has indicated that their preference would be for someone else to take over the role but would continue in post if no other nominations were made.</p> <p><b>RESOLUTION</b></p> <p>With no further nominations the motion was carried to elect N McLachlan to the post of Secretary. N McLachlan accepted the nomination.</p> <p>Proposed: J Smith Seconded: K Ferns</p>
3.	<p><b>Choice of Sub-Committee</b></p> <p>The Board was advised that following the recent governance review the format of the Board and Sub-Committees was going to change.</p> <p>After a brief discussion the Board agreed that the current format of sub-committees would remain in place until January 2024 when the Board hoped to have a report on a new format.</p> <p>It was also agreed that the current members of the sub-committees would remain, with the exception of N McLachlan who would now also sit on the F&amp;CS Sub-Committee by way of office (role of Secretary).</p> <p>A Board member enquired how the proposed 1 sub-committee would look and if reducing to 1 sub from 2 would this mean that the Board meetings would be longer. The CEO replied that the governance review had shown up that a lot of duplication was happening and if this was removed then all Board and Sub-Committee business should be able to be dealt with in the existing timeframes (ie 2 hours per meeting). The job of the consultant ██████████ would be to assist the Board in streamlining the process. The CEO advised that some of the papers would be uploaded onto the Board portal instead of being issued as part of the Board papers. This would be used as a method of providing additional material/evidence for those Board members who wanted further information. The CEO advised that for the Leadership Team they would report on exceptions or highlighted reports as opposed to standard type items.</p> <p><b>RESOLUTION</b></p> <p>The Board agreed to maintain the status quo to the end of 2024.</p>

<p><b>4.</b></p> <p>4.1</p>	<p><b>AOCB</b></p> <p><u>Application for Board Membership</u></p> <p>The Board had previously been circulated with an application from [REDACTED] They discussed the application and agreed that the individual had a lot that they could add to the Board.</p> <p><b>RESOLUTION</b></p> <p>The Board approved the application from [REDACTED] to join the Board on the motion of:</p> <p>Proposed: D Brown Seconded: K Ferns</p>
<p>4.2</p>	<p><u>Other Notes of Interest</u></p> <p>The CEO intimated that they are following up 2 further notes of interest for joining the Board and progress of this will be brought to a future meeting.</p> <p>This would still leave 1 place vacant. A further recruitment campaign will start to try and fill this space.</p>
<p>4.3</p>	<p><u>Reflections – Annual General Meeting (AGM)</u></p> <p>The Board agreed that the AGM had been a success and the format of starting earlier and offering refreshments at the beginning was preferred for future AGM's.</p> <p>The Board was impressed with the video that followed the presentation made by the Director of Customer Service and Communities.</p>
<p><b>5.</b></p>	<p><b>Date of Next Meeting</b></p> <p>The next Board meeting will be held on 29 October 2024.</p>
	<p><b>The meeting closed at 8.10pm</b></p>