



MARYHILL HOUSING ASSOCIATION LIMITED

MINUTES OF THE BOARD MEETING HELD ON TUESDAY 22nd SEPTEMBER 2015 AT 8.30PM IN MARYHILL BURGH HALL, 24 GARBRAID AVENUE, GLASGOW G20 8YE

PRESENT:

Board Member	Attend	Apologies
Lorain Mackinnon (Chair)	√	
Betty Smith	√	
Les Currie	√	
Alastair Goold	√	
Cllr. Mohammed Razaq		√
David Brophy	√	
Roger Popplewell	√	
Sandra Blair	√	
Brian Trearty	√	
Eleanor Brown	√	

IN ATTENDANCE:

Staff Member	Attended
Lynn Wassell	√
Donna Birrell	√
Bryony Willett	√
Kirsty McCourt	√
Kim Grant	√

Item No.	Issue	Action by
1.0	WELCOME AND APOLOGIES	
1.1	<p>Chair Lynn Wassell advised that the reason for holding this Board Meeting immediately after the AGM was that technically there are no Board Office Bearers until they are elected by the Board and there is no Board Meeting scheduled until 24 November 2015.</p> <p>LW would Chair the meeting until a Board Chair had been appointed.</p>	
1.2	<p>Apologies – Apologies had been received from Bruce Dunsmore who had also advised that he would be resigning from the Board with effect from Monday 28th September 2015.</p> <p>It was agreed that a letter of thanks would be sent to Bruce on behalf of MHA.</p>	KG
1.3	<p>Declaration of Interests – None.</p>	
2.0	ELECTION OF CHAIR	
2.1	<p>The meeting was advised that Lorain MacKinnon would be standing for the position of Chair. This would be the final year that Lorain could stand.</p>	

	<p>The Board agreed that Lorain MacKinnon be elected as Chair.</p> <p>LM took the Chair.</p>	
3.0	APPLICATIONS FOR MEMBERSHIP	
3.1	<p>Four applications for membership had been received and were reported. All applications were submitted on the basis of the new Rules and these are still to be approved by the Financial Conduct Authority. Therefore the proposal is to approve the membership applications tonight which will then be deferred for automatic approval when the new Rules were approved.</p> <p>The Board agreed that membership applications from Roger Popplewell, David Brophy, Janet Lynden and Alexander Lynden be approved.</p>	KM
4.0	ELECTION OF VICE CHAIR	
4.1	<p>The Chair referred to the three statements submitted by the candidates for the position of Vice-Chair. The Board were also reminded of the recent Vice Chair role profile which had recently been agreed.</p> <p>The three candidates were then given the opportunity to say a few words in support of their candidacy.</p> <p>A ballot was held and Roger Popplewell was elected Vice-Chair.</p>	
5.0	APPOINTMENT OF COMPANY SECRETARY/BOARD SECRETARY	
5.1	<p>LW introduced the paper on the Appointment of the Company Secretary. It had been agreed by the Board, as part of the Delegation Scheme approved by the Board in August 2015, that the tasks of Secretary would be delegated to the CEO who would in turn delegate a number of the activities to the Corporate Support Manager and Officer. The activities of the Company and Board Secretary are currently carried out by MHA staff apart from some ad hoc signing of correspondence. The Chair explained that the CEO had met with the Board member who is currently Company Secretary/Board Secretary (as defined by our Rules) and they had discussed that in practice, the role that they perform is minimal.</p> <p>There were a number of questions and a discussion on whether the role should be held by a Board member or a member of MHA staff.</p> <p>The Board then voted on the appointment of the CEO as Company Secretary and Board Secretary and this was agreed by a majority.</p>	LW KG
6.0	MEMBERSHIP AND REMITS	
6.1	<p>The CEO introduced the paper which was being presented. There was a reliance on a small number of Board members to be on the groups and that the quorum for Audit and Finance Committee only two and this is</p>	

	not sustainable. There was a request that meetings of the groups be held after 4.30pm where possible.	
6.2	One additional member was agreed for the following groups: - Audit & Risk Committee - Staffing Sub-Committee The Programme Board currently has 4 Board members and there is no requirement for any further members	KG KG
6.3	It was agreed that the recommendations for remits be progressed.	
7.0	CO-OPTION OF CARRON GARMORY TO BOARD	
7.1	LW advised that Carron Garmony had applied to join the Board. LW gave details of Carron Garmony's background and experience. It was agreed that Carron Garmony be co-opted to the Board.	KM
8.0	ANY OTHER COMPETENT BUSINESS	
8.1	There being no further business to discuss, the meeting closed at 2130 hrs.	