

CALEDONIA HOUSING ASSOCIATION LTD

**MINUTES OF THE MANAGEMENT BOARD MEETING
HELD ON MONDAY 21 SEPTEMBER 2020 AT 3.50 PM
BY VIDEO CONFERENCING**

Present:	Alan Nairn Mary Clark Ian Gray Graham Logan Alex McDougall Douglas McLaren Andrew Richmond Derek Robertson Lorna Williamson	Chair
In Attendance:	Julie Cosgrove Leigh Grubb Jenny Dalton	Chief Executive Director of Finance & Governance Governance Officer (Minutes)

116.20 Apologies

Apologies were **NOTED** from Tim Goddard.

117.20 Declaration of Interest

There were no declarations of interest.

118.20 Election of Office Bearers and Board Members to Committees

In his role of Secretary of the Association, the Director of Finance & Governance (DoFG) chaired the first part of the meeting and called for nominations for the position of Chair. Ian Gray nominated Alan Nairn and this was seconded by Alex McDougall. There were no other nominations and Alan Nairn was duly elected as Chair. The Secretary congratulated Alan who then took over as Chair of the meeting. The Chair thanked the Board members for their confidence in him and advised that the Association had an important role in these challenging times to continue to deliver quality and cost-effective services and support to its tenants, work with its suppliers, support its staff and work with the Regulator. The Chair then welcomed the new Management Board members and welcomed back existing Board members.

The Chair explained that due to the significant changes to the Board membership this year, and the fact that he had not spoken to any of the new Board members to discuss their preferences or interests, he proposed that the election of office bearers and Board members to Committee be dealt with as follows:

- The meeting would continue to elect a Secretary and Chair of the Audit & Risk Management Committee
- The positions of Treasurer, Vice Chair, and Chair of the Remuneration Committee and membership of the Committees be deferred until the next Board meeting on Tuesday 27 October 2020.

- The representatives on Cordale, Bellsmyre and the Health and Safety Committee remain unchanged until the next Board meeting.

The Management Board members **AGREED** with the Chair's proposals and the meeting proceeded with the election of the Secretary and Chair of the Audit & Risk Management Committee.

The Chair proposed that the DoFG be appointed as Secretary of the Association, in keeping with current arrangements. This was seconded by Mary Clark. There were no other nominations and the DoFG was duly elected as Secretary.

The Chair nominated Alex McDougall for the position of Chair of the Audit & Risk Management Committee and this was seconded by Andrew Richmond. There were no other nominations and Alex McDougall was duly elected.

In line with his proposal, the Chair advised that he would be contacting the Management Board members individually to discuss membership of the Committees and also the forthcoming working groups, specifically governance. The Chair explained that the new Board members would be undertaking induction training over the next few weeks but that he wished to convene a Zoom "social" meeting in order that members could get to know each other. The Chair and the Chief Executive would also be looking at business planning, meeting schedules, and reviewing Board papers, technology arrangements and other facilities that supported Board members in their role.

There being no other business the meeting concluded at 4.10 p.m.

Chair's Signature