

1.0 Sederunt

Action

Present: Cathie Reid, (Committee Member)
Linda Cameron, (Committee Member)
Christine Morris, , (Secretary)
Clarice Spaine, (Committee Member)
Barbara McCluskey, (Committee Member)
Tracy Coutts, (Committee Member)
Liz McEwan, (Chairperson)

In Attendance: Patricia Gallagher, Director

2.0 Apologies

2.1 Margaret Stewart (Committee Member)
William Blunn, (Committee Member)
Rodger Harley, (Committee Member)
Margaret Stewart (Committee Member)
Pauline Docherty (Committee Member)

3.0 Registration Of Interest

3.1 There were no registrations of interest.

4.0 Minutes of previous meeting of 31st August 2020

4.1 The minutes from the previous meeting of 31 August 2020 were approved by Christine Morris and seconded by Linda Cameron.

5.0 Matters arising from previous meeting of 31st August 2020

5.1 There were no matters arising from the previous minutes.

6.0 Q1 Quarterly Management Accounts – written report by Director and Senior Finance Officer - Postponed

6.1 It was noted that the quarterly accounts were delayed due to staff illness and IT issues. The Management Committee approved the postponement of this report to the next meeting.

7.0 FYFP annual return – written report by Director and Senior Finance Officer - delegated to Chairperson

7.1 It was noted that the quarterly accounts were delayed due to staff illness and IT issues on the Regulators website. The Management Committee approved delegated authority to the Chairperson to approve this report, or otherwise, for submission to the regulator

D/C

by the due date and for the report to be brought to the October meeting for ratification.

8.0 Annual Financial Assessment for SHAPS - written report by Director and Senior Finance Officer - Approved

8.1 A written report by the Director and the Senior Finance Officer was circulated prior to the meeting and approved.

8.2 There were no further queries in relation to this report.

9.0 Draft Code of Conduct for Management Committee– Written Report By Director - Approved

9.1 A written report by the Director was circulated prior to the meeting and approved.

9.2 There were no further queries on this report and it was agreed that all Management Committee members would sign the new policy declaration. D

10.0 Approval of membership applications- verbal report by Director - Delegated

10.1 The Director advised that as our IT system was currently down, she was unable to share the membership applications report. It was agreed that delegated authority would be given to the Chairperson and Secretary to approve applications no's 703-709 or to refer any queries back to the next meeting.

10.2 It was noted that only applications numbers 685-702 had been approved after the last meeting and not up to 703 as minuted.

11.0 Reactive Repairs service resumption- Written Report By Technical Services Manager - Ratified

11.1 A written report by the Technical Services Manager was circulated prior to the meeting and ratified.

11.2 It was noted that an update on this would be in the next Newsletter that would be being issued to all tenants.

12.0 SFHA update - Verbal Report By Director - Noted

12.1 A verbal report was given by the Director and noted.

12.2 The Director advised that the EHRA video is being launched at a webinar on 30th September 2020.

12.3 It was noted that publications from SFHA will continue to be circulated to Management Committee members.

13.0 EHRA update – Written Report By Director - Noted

13.1 A written report by the Director was circulated prior to the meeting and noted.

13.2 There were no further queries raised in relation to this report.

14.0 EVH update - Written Report By Director – Noted and donation approved

14.1 A written report by the Director was circulated prior to the meeting and noted.

14.2 Clarice Spaine advised that she had attended the AGM. She advised it was a short meeting and there were no significant issues to report back on.

14.3 Management Committee were advised to let the Director know if there was anything within this report they wished more information on, or any training they wished to attend. MC

18.0 Correspondence received

18.1 There was no correspondence to note.

19.0 A.O.C.B.

19.1 **Furlough Update**

The Director advised that Lynne Lappin's furlough will end at the end of September.

19.2 **Jim Wylie Retirement**

As this had been postponed due to lockdown, it was agreed to hold a zoom event for him.

19.3 **Children's Competitions**

Directed requested the Management Committee to approve the running of a competition for local children via the youth club, in lieu of the Newsletter competitions. This was approved.

**Provanhall Housing Association Limited – Minute of Management Committee Meeting
held on Monday 21st September 2020, at 3pm held via Zoom**

19.4 Bulk Uplift

After discussion on the continuing lack of bulk uplift service, the Management Committee approved the arrangement of uplifts for the back and front door properties.

20.0 Review of meeting

20.1 Committee Members stated that they felt it had been a good meeting. Well managed.

21.0 Date and time of next Meeting

21.1 The next meeting will be held on Monday 26th October 2020 at 3pm.

Signed By Chairperson:



Date: 26 October 2020