

Blairtummock Housing Association

Minutes of the Management Committee meeting held on Wednesday 25th September 2024 @ 6pm, Hybrid meeting at 45 Boyndie Street, G34 9JL & via Microsoft Teams

Present

Irene Black
Catriona Jamieson (Chair)
Margaret Ann Kelly
Jim Kane
Margaret Pirrie
Jason Thet

In Attendance

Della McKelvie, PA/Office Man (Mins) part
Jacqui O'Rourke, Director (part)
Olwyn Gaffney, SHARE
Christine Quigg, Observer
Claire Reynolds, Observer

Absent

Betty McGill

Special Leave

N/A

Olwyn was welcomed to the meeting, Olwyn is observing the meeting as part of the committee appraisal process.

Action

1.0 Apologies:

1.1 Apologies were received on behalf of Donna Miller, Mandy Morgan and Gary Wood.

2.0 Declaration of Interest:

2.1 No declarations of interests.

3.0 Minutes of Previous Meetings:

3.1 Blairtummock & Rogerfield – 1st August 2024

The above minutes were for information only.

3.2 Finance & Audit Sub-committee – 14th August 2024

The above minutes were approved by Catriona Jamieson and seconded by Margaret Pirrie.

3.3 Management Committee – 14th August 2024

The above minutes were approved by Margaret Ann Kelly and seconded by Margaret Pirrie.

3.4 Annual General Meeting – 12th September 2024

The above minutes were for information only.

3.5 Management Committee – 12th September 2024

The above minutes were approved by Irene Black and seconded by Catriona Jamieson.

4.0 Matters Arising:

4.1 Update on GCC Temporary Furnished Flats

All working well at present.

4.2 Risk Register – High Risk

Risk 1 – Nursery Facility – Director advised that discussions progressing well with the interested party, delays at present due to Care Commission but hoping for an October entry date. Association's Lawyers have updated lease.

Risk 2 – Impact of External Political/Financial Factors – Committee requested the removal of winter fuel payments be acknowledge within register.

JO'R

Director advised that staff are in process of setting up an exercise to contact tenants effected and give information on pension credits.

4.3 Meeting Log – 14th August 2024

Director advised fire alarm still outstanding but no prior information of alarm will be given to Management Committee.

5.0 Code of Conduct - Reaffirmation

5.1 Director discussed Code of Conduct policy and why the reaffirmation is required.

Policy approved.

6.0 Proposals for Co-optees

6.1 Management Committee are allowed to co-opt up to one third of committee numbers onto board. The following were approved as Co-optees:

- Mandy Morgan
- Christine Quigg
- Claire Reynolds

7.0 Review of Representative Membership Bodies

7.1 The following was agreed as representatives:

- EHRA – No representative due to timing of meetings
- EVH – Irene Black
- SFHA – Member of staff to be nominated

DMcK

8.0 Calendar of Meetings; Formation of Sub-committees & Management Committee Meeting Programme

8.1 Calendar of meetings – change date of AGM to Thursday 11th September 2025.

DMcK

8.2 It was agreed to keep calendar same as last year with Finance & Audit prior to Management Committee Meeting.

8.3 Both Irene Black and Jim Kane submitted apologies for meeting on 23rd October 2024.

8.4 Margaret Ann submitted apologies for meeting on 13th November 2024.

8.5 No changes to programme of meetings.

9.0 Blairtummock & Rogerfield Opportunities Nominations to Board 2024/25

9.1 Due to other commitments no one present with the exception of Catriona Jamieson could join BRO Board. Director will contact Gary and Donna to see if either would be interested. JO'R

10.0 Share Membership

10.1 Management Committee approved all three memberships contained within report and use of seal.

11.0 Representative Bodies Feedback

11.1 EVH

Monthly update attached to papers. Director advised that Linsey Dinnen has resigned.

11.2 EHRA

AGM held. Director advised of her concerns on long term future of EHRA. Chairs continue to meet but times not suitable for Catriona.

11.3 SFHA

Weekly updates continued to be emailed.

11.4 SHR

Survey regarding ARC Returns ongoing at present.

11.5 SHARE

Training information sent to iPads when received.

12.0 Correspondence Report

12.1 84th Glasgow Girls Brigade requested a donation towards their weekend away trip. Management Committee approved a donation of £300. Committee requested that a donations guide be created to give JO'R

guidance when deciding on appropriate donation amounts.

13.0 Any Other Competent Business

13.1 Finance Assistant Retirement

Director advised that Alison Neely will retire tomorrow, Charlene McNeill will join on 1st October.

13.2 Director's Retirement

Director advised that she officially will retire on Friday 29th November but will take annual leave, will stop on Thursday 21st November 2024. Housing Services Manager will do interim Director until the interview process is complete. Job still not advertised, EVH have advised it will be after school October Week holidays before advertisement is out.

Della and Jacqui left the meeting at this point.

14.0 Committee Appraisal

14.1 Olwyn and Management Committee discussed the above.

Meeting ended at this point.

Della McKelvie
September 2024

Chairperson: _____