

OFFICIAL MINUTES

NOTE TO READER:

SBHA publishes the minutes of its Board of Management meetings, unless it considers, at the time of publication, that the minutes or part of the minute are exempt from disclosure under the Freedom of Information (Scotland) Act 2002. Where minutes or part of the minutes are not published, this is noted in these minutes.

MEETING: SBHA BOARD OF MANAGEMENT

DATE:	TIME:	VENUE:
14.09.23	7.30pm	Head Office, Selkirk and via Teams

PRESENT: In Person

Robin Hill - Chair (RH)
Michael Levack – Board Member (ML)
Ian McDonald – Board Member (IMcD)
John Paton Day - Board Member (JPD)
Anthony Burnette – Board Member (AB)
Kenny Simpson – Board Member (KS) for part

Virtually via Teams

Tracey Glover – Board Member (TG)

IN ATTENDANCE:

Julia Mulloy, Chief Executive (CE)
Maria Lyle - Chief Operating Officer (CO)
Carly Stewart - Director of Finance (DoF)
Caroline Purcell - Director Property Services (DPS)
Emma Garry - Director of Development (DoD)
Catriona Notman - Governance Officer (GO)

The Chair opened the meeting at 7.30pm and welcomed all in attendance.

1.0 Apologies for absence

Apologies were received in advance of the meeting from Board Members Philippa Brosnan, David Cressey, Matt Foreman and team member Henry Coyle.

2.0 Welcome to new Board Members

The Chair confirmed that a discussion on Board Membership had also taken place with Kenny Simpson. His experience and skills were shared with the meeting and it was agreed to Co-opt him on to the Board Management.

KS joined the meeting at 7.38pm.

Chair welcome all members including a special welcome to new members..

4.0 Declarations of Interest

No declarations were advised.

5.0 Election of Office Bearers & Board Membership of Sub Committees

The CE asked for nominations for Chair position. ML proposed that RH remains as Chair. This was seconded by JPD and unanimously agreed by all members.

CE congratulated RH who then resumed as Chair.

For the position of Vice Chair, RH proposed PB and this was seconded by MG, also unanimously agreed by Members.

RH nominated ML as Convenor to Customer Board Sub-Committee, this was seconded by IMcD. RH nominated IMcD as Convenor to Audit & Compliance Sub-Committee, this was seconded by MG.

Board Member nominations for the Sub-Committees was then considered and the following agreed until the next AGM:

Audit & Compliance	Customer Board	Remuneration & Nominations	SBHA Plus
Board Members			
Convenor Ian McDonald	Convenor Michael Levack	Convenor Philippa Brosnan	Chair John Paton-Day
Philippa Brosnan	Tracey Glover	Tracey Glover	Michael Levack
Michael Grieve	David Cressey	Ian McDonald	Robin Hill
Kenny Simpson	Matt Foreman	David Cressey	
Independent Members			
Eric Glass	Ian Macdonald		vacancy
	Julie Black		
	Ray Licence		

7.48-7.52pm IT issues halted the meeting for these few minutes

6.0 Meeting Dates for 2024

The proposed meeting dates were presented to members and discussions followed to confirm the weekday and timings of each meeting group. It was agreed that the format for 2023 remains. The meeting scheduled for 25 January was requested to be moved to 1 February.

It was agreed the GO would circulate and add to the Library of Decision Time and Outlook meetings would be issued.

7.0 Board of Management Away Day

Members agreed the Agenda for the Away Day that has been scheduled for 27 October 2023.

8.0 Tenant Satisfaction Survey Outcomes

CO advised members that the initial survey outcomes, following the recent procurement to a new supplier, had been received. It was stressed that this contract included the adoption of telephone surveys which as method tended to have less “no opinion” responses. An overview of the headline indicators was presented, the full report is expected end of September 2023.

RH explained to new members that this report will be firstly presented by the Customer Board Sub-Committee at the end November and feedback provided to the Board of Management through quarterly reporting.

9.0 Minutes of the Board of Management meeting

The minutes of the Board of Management meeting held on the 24 August 2023 were approved as a true and accurate record, proposed by MG and seconded by ML.

10.0 Any Other Competent Business

Members were advised of the position recruiting for the Appointed Member Vacancy and that there is a potential candidate that may progress to interview stage who would bring considerable financial experience.

DPS, DBD and GO left the meeting at 8.20pm

Minutes of this discussion are held under separate cover.

DPS, DBD and GO rejoined the meeting at 8.26pm

11.0 Date of the next meeting: 7 December 2023

The Chair thanked all Members for their attendance and contribution, closing the meeting at 8.28pm.