

MINUTES ARE SHARED IN DRAFT FORMAT UNTIL APPROVED BY THE MANAGEMENT COMMITTEE

MINUTE OF THE SPECIAL COMMITTEE MEETING OF LOREBURN HOUSING ASSOCIATION HELD ON TUESDAY 5th OCTOBER 2021 AT 17:30 (BAPTIST CHURCH, DUMFRIES)

Present: Russell Brown (Convener)
Robin Wishart (Management Committee/Vice Convener) (virtual attendance)
John Dowson (Management Committee/Secretary)
Peter Ward (Management Committee)
Alison Coupe (Management Committee)
Jane Connechen (Management Committee)
Myra Macbeth (Management Committee)
Heather Campbell (Management Committee)
Robert Sneddon (Management Committee) (Virtual attendance)
Clare Benson (Management Committee)

Lorraine Usher (Chief Executive)
Tracy McNeil (PA to Chief Executive)
Rebecca Wilson (Head of Governance & Assurance)*(Virtual attendance)

*Minute Taker

Item	Minute	Action
	APOLOGIES Campbell McCaig	
	DECLARATIONS OF INTEREST The previously declared interests of Mr Wishart, Mr Ward and Ms Usher as Members of DG Homes Board were noted.	
1.	APPOINTMENT OF OFFICE BEARERS The Head of Governance and Assurance advised that in line with the Rules, Office Bearers are to be appointed annually at the next scheduled meeting following the AGM. Mr Wishart proposed Mr Brown as Convener. Ms Connechen seconded the proposal. The Convener sought any further nominations. Ms Macbeth proposed Mr Dowson as Convener. Mr Dowson declined the nomination. No further	

	<p>nominations were received. Mr Brown accepted the nomination and was elected as Convener.</p> <p>The Convener sought nominations for the role of Vice Convener. Mr Dowson nominated and proposed Mr Wishart which was seconded by Ms Macbeth. Ms Connechen nominated and proposed Mr Ward which was seconded by Ms Coupe. The Convener noted that two valid nominations had been made and seconded and drew the matter to a vote. Mr Wishart was elected as Vice Convener.</p> <p>The Convener sought nomination for the role of Secretary. Ms Macbeth nominated Mr Dowson which was seconded by Ms Benson. Mr Ward advised he would be willing to stand for the position. Ms Connechen nominated Mr Ward which was seconded by Ms Coupe. The Convener noted that two valid nominations had been made and seconded and drew the matter to a vote. Mr Dowson was elected as Secretary.</p> <p>Members elected the following Office Bearers:</p> <ul style="list-style-type: none"> • Mr Brown as Convener • Mr Wishart as Vice Convener • Mr Dowson as Secretary 	
2.	Shareholder Applications – <i>this item is confidential</i>	
3.	Appointment of Members – <i>this item is confidential</i>	
	<i>Close of Meeting</i>	