

PUBLIC MINUTE OF THE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY, 17 NOVEMBER 2015 AT 6.30PM IN HUNTINGDON, 27 MOFFAT ROAD, DUMFRIES.

<p><u>PRESENT</u></p>	<p>John McNaught Derek Rodgers Ronald Jardine Jim Hogg Lynda Cameron Mike Jones John Ross Robin Wishart Russell Brown</p>	<p>Convener Secretary</p>
<p><u>ATTENDING</u></p>	<p>Lorraine Usher – Chief Executive Louise Jeffery – Director of Operations Andy Todman – Care &amp; Repair Manager Lindsay Lauder – Investment Manager Jo Weir – Interim Housing Services Manager Niall Smith – Finance Manager Donna McCulloch – Team Leader (Housing Management) Ann Gordon – Assistant to the Chief Executive*</p> <p>* Minute Taker</p>	<p><u>ACTION</u></p>
<p><u>1. APOLOGIES</u></p>	<p>Brian Pattinson Maureen Farrell Iain Fergusson</p>	
<p><u>2. DECLARATIONS OF INTEREST</u></p>	<p>Office Bearers and Mr Jones: Directors of Loreburn's subsidiary company Dumfries &amp; Galloway Homes.</p>	
<p><u>3. SIGNING OF PREVIOUS MINUTE</u></p>	<p>On the proposition of Mr Ross, seconded by Mr Jardine, the minute of the meeting held on 27 October 2015 was unanimously APPROVED.</p>	
<p><u>4. MATTERS ARISING</u></p>	<p>The Chief Executive updated Members on various matters arising.</p>	
<p><u>5. CONVENER'S REPORT*</u></p>	<p>The Convener gave a verbal report.</p>	
<p><u>6. CHIEF EXECUTIVE'S REPORT*</u></p>	<p>The Chief Executive gave a verbal report</p>	
<p><u>7. SHAREHOLDER NUMBERS*</u></p>	<p>Members:</p> <ol style="list-style-type: none"> <li>1. AGREED to pass a resolution to remove the two shareholders from the membership of the Association in accordance with Rule 11.1.2 of the Association's Rules.</li> <li>2. AGREED to cease the automatic request of all new tenants to become shareholders at signing of their tenancy.</li> <li>3. NOTED the remainder of the report.</li> </ol>	
<p><u>8. EXECUTIVE MANAGEMENT TEAM UPDATE REPORT*</u></p>	<p>Members NOTED the content of the Report.</p>	
<p><u>9. FINANCIAL PERFORMANCE REPORT: QUARTER 2*</u></p>	<p>The Finance Manager spoke to the Report. Members NOTED the content of the Report.</p>	
<p><u>10. HEALTH &amp; SAFETY CONSULTANT'S SUMMARY REPORT*</u></p>	<p>The Chief Executive noted that the Consultant's full report and Action Plan is available for members on the website. Members NOTED the recommendations contained within the Report and accompanying Action Plan.</p>	

<p><u>11. RIHAF CONFERENCE REPORT*</u></p> <p><u>12. RELET STANDARDS SATISFACTION UPDATE</u></p> <p><u>13. MINUTE ACTION PLAN</u></p> <p><u>14. AOCB</u></p> <p><u>DATE OF NEXT MEETING</u></p>	<p>The Care &amp; Repair Manager spoke to the Report. Members NOTED the content of the Report.</p> <p>The Interim Housing Services Manager gave a presentation to members on tenant satisfaction at the time of moving into their home. Members NOTED the content of the Minute Action Plan.</p> <p>Various items of other business were discussed.</p> <p><b>At 8.30pm, members agreed to suspend Standing Orders.</b></p> <p><b>Sub-Committees:</b> Members HOMOLOGATED the decision of the Office Bearers for Mr Fergusson to become a member of the Board of Dumfries &amp; Galloway Homes.</p> <p>Members HOMOLOGATED the decision of the Office Bearers for Mr Brown to become a member of the Health &amp; Safety Committee and the Policy Panel.</p> <p><b>Christmas:</b> Members AGREED that the offices would close at 1pm on Christmas Eve. The offices will open again at 9am on Tuesday, 5 January 2016.</p> <p>Audit &amp; Compliance Sub-Committee: 24 November 2015 at 6.30pm Dumfries &amp; Galloway Homes Board: 8 December at 5.15pm Management Committee: 8 December 2015 at 6.30pm</p> <p><b>The meeting closed at 8.40pm</b></p>	
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\* Confidential items relating to personal information or commercial transactions are omitted from the public minute.