

Public Eildon Board Minutes

Meeting: Board Meeting of Eildon Housing Association Ltd.

Date: 4 September 2024

Time: 7.02pm – 7.25pm (23 minutes)

Location: The Weaving Shed, Selkirk

Present: Mr R Beardsley, Ms C Fancy, Mr B Frater, Mr C Highton, Mr R Kilshaw, Mr A Lundmark, Ms C Louch, Ms H MacLeod, Ms E McHugh, Ms J Pashley and Mr E Swinton

Virtual: Ms A Harvie

Attendance: Mr N Istephan, Chief Executive & Company Secretary (CEO)
Ms L Mirley, Director Business Support (DBS).
Ms S Spence, Governance Officer (GO)

Mr Istephan presided at 1.01 before the Chair presided

Ref	Subject	Action
Board Items		
1.01	Welcome & Apologies The Secretary opened the meeting at 7.05pm and welcomed members to the meeting congratulating re-elected members on their reappointment to the Board at the AGM. Apologies were noted from staff members Ms Miller, Director of Community Services (DCS) and Mr Wilson-Prior, Director Property Assets (DPA).	
1.02	2024/25 Board Elections and Committee Membership Following the Rules of the Association the Secretary presided over the meeting until a Chair was elected. <ul style="list-style-type: none"> Election of Chair The Secretary asked for nominations for the position of Chair. Mr Lundmark nominated Ms Fancy, this was seconded by Mr Swinton. With no other nominations or objections Ms Fancy was appointed Chair. With the Chair being duly elected the Secretary handed over the proceedings. The Chair thanked Board Members for her appointment. Election of Vice-Chair The Chair nominated Mr Frater as Vice-Chair, and this was seconded by Mr Lundmark. With no other nominations or objections Mr Frater was appointed as Vice-Chair. 	

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	<p>Mr Frater thanked Board Members for his appointment.</p> <ul style="list-style-type: none"> Membership of Audit and Risk Committee (ARCom) The Committee was confirmed as: Mr Beardsley Ms Harvie Ms Louch Mr Lundmark Mr R Kilshaw Ms MacLeod Mr Swinton Membership of Remuneration Committee (Remco) Membership of Remco was confirmed as: Ms C Fancy Mr B Frater Ms E McHugh Ms J Pashley 	
1.03	Annual Declarations The CEO tabled a Code of Conduct Form and a Declarations of Interest Form and advised, in accordance with Rule 38.2, Board Members are required to sign these documents annually.	
1.04	Minutes for Approval The minutes of the last meeting on 14 August 2024 were approved on the motion of Mr Swinton and seconded by Ms Louch.	
1.06	Action Points & Matters Arising The CEO updated Board Members on the Tender Approval Tweedbridge Court. Recommendation: The Board noted the paper.	
Routine Items		
2.01	Meeting Schedule 2025/26 The CEO presented the 2025/26 schedule.	
2.02	Notifiable Event – Rules Issues – Lessons Learned The CEO presented this paper and highlighted the purpose of the Special General Meeting (SGM) ahead of this Board meeting and the Annual General Meeting (AGM) was to propose a revision to the Rules – Clause 17 Borrowing Powers. Recommendation -The Board: <ul style="list-style-type: none"> Noted progress on the notifiable event with the Scottish Housing Regulator. 	

Routine Items		
3.01	Disposal of Land/Property/Leases and Granting of a Security There were no Disposals of Land/Property/Leases or Granting of a Security reported.	
3.02	Entitlements, Payments and Benefits There were no Entitlements, Payments or Benefits reported.	
3.03	List of Signings and Use of Seal The CEO advised the Company Seal had been used on a Share Certificate. Recommendation – The Board noted the use of the Company Seal for Share Certificate 695.	
3.04	Membership Applications There was no membership applications reported.	
3.05	AOCB Site Visits: The CEO reminded Board Members, the next Board site visit was planned for Friday, 13 September. The Chair closed the meeting at 7.25pm	