

# Eildon Public Board Minutes

**Meeting:** Board Meeting of Eildon Housing Association Ltd.  
**Date:** Wednesday 1 September 2021  
**Time:** 5:35pm  
**Location:** SBHA Office (while Weaving Shed is being refurbished)  
**Present:** Mr D Alexander, Mr R Beardsley, Ms A Ballantyne, Mr P Gilbert, Ms E McHugh, Dr A Mordue, Mr E Swinton.  
**Attendance:** Mr N Istephan, Chief Executive & Company CEO (CEO)  
 Ms L Mirley, Director Business Support (DBS)  
 Ms A Miller, Director Community Services (DCS)  
 Ms S Spence, Governance Officer (GO)  
**Presided:** Mr D Alexander

Ref	Subject	Action
<b>Board Items</b>		
<b>09.21.101</b>	<b>Welcome &amp; Apologies</b> The Secretary welcomed members to the meeting and congratulated them on their reappointment to the Board.  As the meeting was being conducted in SBHA Offices, following the AGM and there being no virtual attendance possible, apologies were noted from Ms Harvie, Mr Lundmark, Mr Highton and Ms Younger. Apologies were also noted from Mr N Wilson-Prior Director of Property Assets.	
<b>09.21.102</b>	<b>2021/22 Board Elections and Committee Membership</b> <ul style="list-style-type: none"> <li> <b>Election of Chair</b>            The Secretary asked for nominations for the position of Chair. Mr Swinton nominated Mr Alexander, this was seconded by Mr Beardsley. With no other nominations or objections Mr Alexander was appointed Chair for a fourth year.             With the Chair being duly elected the Secretary handed over the proceedings to the Chair.         </li> <li> <b>Election of Vice Chair</b>            The Chair proposed the election of Ms Ballantyne as Vice chair, and this was seconded by Mr Beardsley. With no other nominations or objections Ms Ballantyne was appointed Vice-chair.         </li> <li> <b>Membership of Audit and Risk Committee (ARCom)</b>            The Chair advised there was a vacancy on the ARCom and asked if there were any interested members to fill this vacancy. No new members were identified at this stage, so the Committee was confirmed as:         </li> </ul>	

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	<p>Mr Swinton Mr Beardsley Ms Harvie Mr Lundmark Mr Mordue</p> <p><b>Membership of Remuneration Committee (Remco)</b></p> <ul style="list-style-type: none"> <li>With the resignation of Ms Fancy there was a vacancy on Remco. It was proposed that this position be filled by Ms McHugh. This was unanimously agreed by the Board</li> </ul> <p>Membership of Remco was confirmed as: Mr A Alexander Ms A Ballantyne Mr C Highton Ms E McHugh</p>	
09.21.103	<p><b>Annual Signing of Code of Conduct and Declarations of Interest</b></p> <p>The Chair asked Board members to read and sign the Code of Conduct Form and to declare any interests using the Declaration of Interest form for the year ahead.</p>	
09.21.104	<p><b>Minutes for Approval</b></p> <p>Presented by: The Chair A revised copy of the August meeting's minute was tabled, with the discussed and agreed revisions made. Outcome: The minutes of the Board meeting held on 18 August were then approved as an accurate record on the motion of Mr Beardsley and seconded by Dr Mordue.</p>	
	<p><b>Matters Arising</b> There were no matters arising which were not on the agenda or being dealt with.</p>	
09.21.201	<p><b>Meeting Schedule 2022/23</b></p> <p>Presented by: CEO The Board agreed the proposed change subject to approval from the Chair of EEL, as this meeting precedes the Board meeting.</p> <p>Post meeting note: The Chair of EEL agreed to the change of dates as discussed.</p>	
09.21.202	<p><b>Board Away Day Programme</b></p> <p>Presented by CEO Board members noted the progress towards the Board Away Day Programme through the short life working group.</p>	

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09.21.301	<b>Disposal of Land / Property</b> There were none.	
09.21.302	<b>Payments and Benefits</b> There were none.	
09.21.303	<b>List of Signings and Use of Seal</b> There were none.	
09.21.304	<b>Guidance Notes</b> There were none.	
09.21.305	<b>Membership Applications</b> There were none.	
09.21.306	<b>AOCB</b> <b>Site Visit 10 September 2021.</b> The CEO confirmed the site visits would be held virtually.  With no further items to discuss the Chair closed the meeting at 8.06pm.	

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David Alexander, Chairman