



**MINUTES OF FORTH HOUSING ASSOCIATION
 MANAGEMENT COMMITTEE MEETING HELD ON
 26th MAY 2020 at 7pm VIA
 VIDEO CONFERENCING**

	Present
	Gordon Mason, Linda Mason, Lynore MacLeod, Priscilla Maramba, John Fyfe, James Bryce and Ann Dickson
	In Attendance
	Grahame Cairns and Elisha Kimani
ITEM	AGENDA
1	Apologies
	Patrick Heneghan, Cllr Jim Thomson, Robert Buchanan, [REDACTED]
2	Declaration of Interest
2.1	The Chair asked if there were any Management Committee Members who wished to declare any interest specifically in the business of the meeting and there was none.
3	Previous Minutes
3.1	Management Committee minutes from 27 April 2020 were approved and proposed by Linda Mason and seconded by Ann Dickson.
4	Matters Arising
4.1	Committee noted the contents of the Report
5	Tenant Participation Report
	The report was presented by Grahame Cairns and noted by Committee.
5.2	Committee noted the slight reduction in survey results for repair service, owing to the Covid-19. Discussed the complaint about the boiler repairs
6.4	Committee discussed the reduction of start and end of tenancy surveys.

8.0	Director updated that the Website was hosting information on Covid-19 for our tenants.
9.4	Committee noted the learning outcomes from the Complaints received.
6	Management Accounts Report Q4
	The report was presented by Elisha Kimani and noted by Committee.
1.	Elisha explained that there will be the usual end of year adjustments once the external audit is completed.
2.	Committee noted the excellent figures and requested that any abbreviations are explained, especially for new members.
7	Annual Returns (2019/20)
	The report was presented by Grahame Cairns and noted by Committee.
7.1	Committee received the complete ARC return, owing to the current situation.
7.2	Committee approved the ARC and EESH returns.
8	Directors Report
	The report was presented by Grahame Cairns and noted the report.
	Committee considered the updates/publications from EVH, SFHA and SHR.
	Committee was updated about the Business Continuity Plan for Covid-19.
	Those committee members that have not completed their appraisal reminded to contact the Chair/Director to schedule a date and time.
	The draft internal plan for 2020-21 was considered and approved.
9	Correspondence
	None
10	Training & Events
	All training currently suspended but online courses available.
11	Membership applications
	None
12	Health & Safety
	Nothing to report out with the Covid-19 Business Continuity Plan.

13	AOCB
	Director informed committee, an article had appeared in the local paper regarding Forth's rent and gas servicing policies. As this is a notifiable event to the SHR, this was done after advising the Chair. SHR replied on the 21 st May 2020 that no further action was required, case closed.
14	Date of Next Meeting 29th June 2020