



**MINUTES OF FORTH HOUSING ASSOCIATION
 MANAGEMENT COMMITTEE MEETING HELD ON
 31st AUGUST 2020 at 7pm VIA
 VIDEO CONFERENCING**

	Present
	Gordon Mason, Linda Mason, Colleen Sharp, Lynore MacLeod John Paterson, Priscilla Maramba, Robert Buchanan, James Bryce and Ann Dickson
	In Attendance
	Grahame Cairns, Howard Dales
ITEM	AGENDA
1	Apologies
	Patrick Heneghan, John Fyfe, Cllr Jim Thomson.
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 July 2020 were approved and proposed by Priscilla Maramba and seconded by Robert Buchanan.
4	Matters Arising
4.1	Committee noted the contents of the Report.
5	Directors Report
	The report was presented by Grahame Cairns and considered by Committee.
5.2	Director highlighted the SHR dashboard and the information contained within the report
5.3	Grahame advised that one of the potential Shared Ownership Buy backs had moved very quickly and an offer had been made. After consideration Committee approved the buy back.

5.4	Chair reminded everyone of the details and links would be sent on Tuesday.
6	Tenant Participation Report Q1
6.1	The report was presented by Grahame Cairns and noted by Committee. Committee discussed the various methods of communicating with tenants. It was agreed that after a survey with tenants was complete, a digital review would be considered.
7	Annual Accounts
	The annual accounts were presented by Howard Dales. Howard reported the contents of the Annual Financial statements for approval. Howard presented French Duncan's report and the Management letter to the Management Committee for approval and signing. Management Committee thanked French Duncan for the audit and the staff for the excellent financial results for 2019/20.
8	Management Accounts 1st Quarter
8	The report was presented by Howard Dales and discussed by Committee.
9	Annual Treasury Management Report
	The report was presented by Howard Dales and considered by Committee.
10	Policy Reviews
10.1	The Financial Regulations Policy was presented and considered by Committee; the updated policy was approved.
10.2	The Financial Procedures Policy was presented and considered by Committee; the updated policy was approved.
10.3	The Treasury Management Policy was presented and considered by Committee; the updated policy was approved.
10.4	The Rent Arrears Policy was presented and considered by Committee; the updated policy was approved.
10.5	The Remote Access Policy was presented and considered by Committee; this new policy was approved.

11	Correspondence
	There were none.
12	Training & Events
	All training currently suspended but online courses available.
13	Health & Safety
	Nothing to report.
14	AOCB
	None.
15	Date of Next Meeting Tuesday 29th September 2020