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|  | **Minute of the 43rd Annual General Meeting Of Queens Cross Housing Association** **Held on Monday 9 September 2019****At 6.00pm The Courtyard , 2 Westercommon Drive , Glasgow** |
|  | **ATTENDANCE** Agnes Percy, Andrew Lannigan, Anne Burton, Anne Ramsey, Brian Gallagher, Bronwyn Wyper, Carol McIvor, Cathie Corbett, Cecilia Scally, Christine Thomson, Colin Thomson, Danny Crawford, David Rogers, Derek Iggo, Diane McFadzean, Donna Martin, Elizabeth Aitchison, Elizabeth Davies, Elizabeth McAllister, Elizabeth Mount, Elizabeth Stockton, Flora McLees, Heather MacQuarrie, Helen Crawford, Helen Getty, James Russell, Jane Maguire, Jean McPetrie, Jenny Charters, Joanne Wong, John Cryan, Linda Smith, Margaret Dalzell, Margaret Glass, Marie Anderson, Marilyn Clewes, Mary Primrose, May McVey, Michelle Lyttle, Mohammed Zahid, Narges Bakishizadh, Patrick Ryan, Robert Alston, Robert Takenzire, Sadie Gordon, Samera Selman, Teresa McCaffery, Thomas Hedivan, William Murray. |
|  | **PROXY** N / A |
|  | **APOLOGIES** Hugh McCann, Catherine McRae, Jean McKay, Nancy Henning, Catherine Skinner, Peter McLean, Elizabeth Murphy, James Hynes, Joyce Dippie, Elizabeth McCafferty, Maurice Cairns, Bridget McGeechan, Linda Burton, Elizabeth Abraham, Peter Wilson, Elizabeth O’Donnell, James McLellan, Helen McLellan, Dennis McGowan, Catherine Skinner, Lesley Wilson, Mary Thomson, Eric Gibb, Mohammed Saeed Arain, Murserrat Saeed, Andrew McDade, Mary Paterson, Margaret Eadie, Sally O’Donnell, Georgina Munro, Elizabeth Campbell, William Kerr, Margaret Morrison, Kenneth McRae, David Rusk, Kathy Somers |
|  | **Welcome and Introduction**  |
|  | Fiona Smith, Executive Office Manager confirmed the meeting was quorate and then Marilyn Clewes, Chair of the Association, introduced the top table and welcomed everyone to the 43rd Annual General Meeting.  |
|  | **Minute of the 42nd Annual General Meeting (AGM) held on Monday 10 September 2018**  |
|  | Neil Manley, Director of Finance and Corporate Support and Secretary of the Association presented the previous minutes for approval. Subject to the recording of apologies from Frank Dawson the minutes were agreed as an accurate account Proposer: Cathie Corbett Seconder: Anne Ramsey |
|  | **Matters Arising**  |
|  | There were no matters arising. |
|  | **Chair’s Report**  |
|  | Marilyn Clewes, Chair of the Board, talked about the importance of having local people involved in decision making and influencing how services are shaped and delivered. This includes the future plans for our communities and the importance of a wide ranging consultation with tenants, Board members, Association staff, and partners in shaping the 2020-25 Business Plan. There will be an opportunity for members to have their say in the activity planned for later this evening. She encouraged people who have a passion for their community to come and talk to us to us, and we can share with them our opportunities for volunteering roles, including vacancies on our Management Board, that make such a difference for people living and working in Queens Cross. Marilyn paid tribute to a former Chair and founder of the Association, John Gray, who sadly passed away on August 6th 2019. |
|  | **Chief Executive’s Report**  |
|  | Shona Stephen, Chief Executive welcomed all of the members to the meeting and thanked them for their attendance. Her presentation provided members with information and assurance on the Association’s Governance, Performance and Finance. |
|  | **Presentation of Annual Accounts**  |
|  | Neil Manley, Director of Finance and Corporate Support explained that the presentation of the Group Accounts including the Factoring subsidiary was a statutory duty and introduced Scott Gillon, Partner at Wylie and Bisset, our external auditors. Scott confirmed that it was his team who carried out our audit and it was explained that the purpose of the audit was to identify any fraudulent or illegal transactions, review internal controls, check that transactions have been properly recorded and that previous recommendations had been implemented. Scott confirmed that the audit carried out on the financial statements of the Association for the year to March 2019 confirmed that the statements gave a true and fair view of the Group’s affairs and surplus for the year.  |
|  | There were no questions or concerns raised by members and the presentation of the audited accounts for the year ending 31st March 2019 was completed. |
|  | Neil Manley, Director of Finance and Corporate Support summarised the Association's finances including the risks and challenges of financial planning. A summary of the Association’s financial statement and financial position for 2018/19 had been issued in advance of the meeting and members were advised that to support our commitment to sustainability, the full accounts were now available on the website and copies were available on request. It was noted that significant changes to the SHAPS pension scheme had impacted on the financial statements as the association is now required to account for this deficit under different accounting rules (known as FRS102) which has increased the balance sheet value of the deficit. Neil stressed that this has not impacted on the long term ability of the Association to clear its pension deficit but simply affects the value as at 31 March. Members were reminded that the provision of services to owners is managed through the Association’s Factoring subsidiary and part of the surplus of £106,077 for 2018/19 will be gift aided to the association to contribute to the costs of charitable work. Members were also advised that on 1 April 2019, the Workspace Company joined the Queens Cross Group as a subsidiary and this means that next year the group Accounts will include financial statements for both subsidiaries.   |
|  | **Appointment of Governing Body Members**  |
|  | Fiona Smith, Executive Office Manager confirmed that the elections had been conducted in accordance with the Association’s rules.  |
|  | **Board of Management**  |
|  | There were 5 vacancies for General members. Marilyn Clewes and Anne Ramsey were both standing for re- election and Bronwyn Wyper, who was co-opted last year, were all appointed (uncontested election). Robert Takenzire, a tenant, who has been attending the board as an observer will be co-opted at the meeting immediately after the AGM.  |
|  | David Horner was recruited as an Independent Member in 2016 and his 3 year appointment had come to an end. The board has agreed reappointed him for a further 3 year term.  |
|  | **Queens Cross Factoring Board**  |
|  | The Factoring Company is a wholly owned subsidiary of Queens Cross Housing Association and the Association Board has the responsibility to appoint or remove any director. Following a recruitment exercise, Cathie Corbett’s co-option was agreed by the Association Board in January 2018 for a period of 2 year ending in September 2020 .There are currently vacancies for independent members and the Factoring Board will seek to make further appointments during 2019/20. |
|  | **Community Involvement Groups (CIGs)**  |
| 9.1 | **Dundasvale (5 vacancies)** Elizabeth Mount was due to stand down this year and chose not to stand for re-election. One new member, Cecilia Scally appointed (uncontested election). |
| 9.2 | **Hamiltonhill and Westercommon (7 vacancies)**  |
|  | There were no nominations at the closing date. There is now only one member remaining on this group and we will continue to seek new members as a matter of urgency.  |
| 9.3 | **Queens Cross (4 vacancies)** |
|  | Colin Thomson re-elected (uncontested). |
| 9.4 | **Woodside (2 vacancies)**  |
|  | Cathie Corbett re-elected (uncontested) |
|  | Members acknowledged the commitment of all who volunteer on our Board and CIGs with a round of applause. Members, friends and neighbours who are interested in finding out more about getting involved in decision making are invited to speak to any member of staff. |
|  | **Business Plan 2020-25**  |
|  | Members were invited to take part in a short workshop activity, helping the Association to prioritise the activities and plans for our 2020-25 Business Plan. The topics for consideration in groups were Living Independently for Longer, Improving Health and Wellbeing, Including Customers in Decision Making, Continuing to Challenge Poverty, Sustainability and The Environment and Improving Lives With Technology and Digital Innovation.   |
|  | **Presentation to Retiring Members**  |
|  | David Horner, Vice Chair, thanked Robert Alston and Elizabeth Mount for their commitment and contribution as members on the Woodside and Dundasvale CIGs. |
|  | **Thanks and close**  |
|  | Sadie Gordon, Vice Chair, drew the raffle and presented prizes to the winners. She thanked everyone who had made the effort to attend the AGM and for their commitment to the Association throughout the year. She encouraged people to take up the invite to get involved in decision making at the Association. The Annual General Meeting was closed at 7.40pm.  |