

**ALBYN HOUSING SOCIETY LIMITED**

**FINAL**

**MINUTES OF THE ANNUAL GENERAL MEETING OF ALBYN HOUSING SOCIETY LIMITED  
HELD ON WEDNESDAY 29 SEPTEMBER 2021 AT 5.30PM  
ALBYN OFFICE, INVERGORDON**

**Board Members Present**

Carl Patching,  
Acting Chair

Ian Fosbrooke,  
Secretary

Isabell McLaughlan

**Board Members present by proxy**

Jim Convery

Fiona Mustarde

Clea Warner

**Society Members in Attendance**

David Cargill

**Society Members in Attendance by proxy**

Ann Boon

Elizabeth MacLean

Gail Linden

Maureen Cairney

Sheena Slimon.

Bryan Summerfield

Marusha Wilson

Shaun Smith

Monica Lee-MacPherson

Justine Golesworthy

Liam Salkin

Alexander Gracie

**Albyn Staff in Attendance**

Kirsty Morrison,  
Interim CEO

Andrew Marin,  
Director of Finance & Corporate  
Services

Maureen Knight,  
Interim Head of Customer  
Services

Laurie MacLeod,  
Head of HR

Laura Morgan,  
Corporate Officer

Brett Fletcher,  
Executive Assistant

**1. WELCOME AND HOUSEKEEPING**

- 1.1 The Acting Chair welcomed attendees to the meeting and confirmed those Society members who were attending via proxy.
- 1.2 It was noted that 19 Society members were in attendance at the meeting in person or by proxy and in accordance with Rule 24.1.

**2. APOLOGIES**

- 2.1 Apologies were noted from Raymond Bremner, Donna Smith, and Nicola Drummond.

### **3. APPROVAL OF MINUTES OF THE 2020 ANNUAL GENERAL MEETING**

- 3.1 The minutes of the previous Annual General Meeting held on 16 September 2020 were adopted as a true record. This was proposed by David Cargill and seconded by Carl Patching.

### **4. CHAIRPERSON'S REPORT**

- 4.1 The Chairperson's report was presented by Carl Smith. The report is contained in the summary of the Annual Report for 2020/21.

### **5. DIRECTOR OF FINANCE AND CORPORATE SERVICES' REPORT & APPROVAL OF THE REPORT OF THE BOARD AND FINANCIAL STATEMENTS TO 31 MARCH 2021**

- 5.1 The Director of Finance & Corporate Services presented the Report of Board and Financial Statements
- 5.2 It was noted that the Report of the Board and Financial Statements had already been approved by the Board.
- 5.3 Attendees noted the report.

### **6. ELECTION TO THE BOARD**

- 6.1 Prior to the AGM this year the Board had eight Members, requiring three Members to step down. This year, the following Board Members stepped down: Ian Fosbrooke, Donna Smith, and Raymond Bremner. As per Society Rules, they were permitted to stand for re-election at the AGM without the need to be nominated. All have confirmed that they would be seeking re-election.
- 6.2 Two Board Members resigned during the year and were therefore not seeking re-election: Maxine Smith and Paul Adams
- 6.3 This left up to four vacancies on the Board.
- 6.4 The recent recruitment drive for new Board members had provided 1 candidate for Board membership from Society member *David Cargill*.
- 6.5 With no other nominations for Board membership having been received, David Cargill was duly elected to the Board.
- 6.6 It was confirmed that Board membership was therefore: Carl Patching, Jim Convery, Ian Fosbrooke, Donna Smith, Clea Warner, Nicola Drummond, Fiona Mustarde, Isabell McLaughlan, Raymond Bremner, and David Cargill.
- 6.7 It was noted that the election of office bearers will take place at the first meeting of the Board on 05 October 2021.

**7. APPOINTMENT OF AUDITORS FOR THE FINANCIAL YEAR 2020/21**

- 7.1 The Director of Finance & Corporate Services confirmed that that RSM (UK) Audit LLP had been selected to continue as the Society's auditor in 2021.
- 7.2 This was proposed by Isabell McLaughlan and seconded by Ian Fosbrooke.

**8. ANY OTHER NOTIFIED BUSINESS**

- 8.1 There was no other notified business.

The meeting then came to an end.

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