

ALBYN HOUSING SOCIETY LIMITED

FINAL

**MINUTES OF THE ANNUAL GENERAL MEETING OF ALBYN HOUSING SOCIETY LIMITED
HELD ON WEDNESDAY 20 SEPTEMBER 2023 AT 5.30PM
KINGSMILLS HOTEL, INVERNESS**

Board Members Present

Lesley McInnes, Chair	Carl Patching, Vice Chair	Ian Fosbrooke, Secretary
David Cargill, Member	Clea Warner, Member	Jim Convery, Member
Fiona Mustarde, Member	Scott MacLeod, Co-optee	

Society Members in Attendance

George Kelman	Gail Linden	Monica Lee-MacPherson
Catherine Craib	James Laing	Craig Levy
Jackie Bugden	Lynne Holburn	Craig Russell
Niall Owen	Marusha Wilson (via proxy)	Liam Salkin

Albyn Staff in Attendance

Kirsty Morrison, CEO	Andrew Marin, Executive Director of Group Services	Maureen Knight, Executive Director of Operations
Laurie MacLeod, Head of HR	Robert Buchanan, Virtual ICT Director	Lucy Fraser, Head of Innovation
Chris Ellis, Head of Performance & Projects	Caroline Madden, Interim Head of Property Services	Alli Vass, Tenancy Operations Manger
Jim Banks, Income Manager	Laura Morgan, Interim Corporate Lead	Lana McGregor, Communications Officer
Karolina Staszowska, HR Business Partner	George Mackie, Maintenance & Repairs Specialist	William Blandford, Financial Controller
Roddy Robertson, ICT Officer	Paula Cross, Business Services Co-ordinator	Brett Fletcher, Executive Assistant
Sue MacKinnon, Housing Services Officer	Patrick Quinn, Housing Officer	Robin Sarkar, Clerk of Works
John Martin, Technical Officer	Brian Anderson, Stock Condition Surveyor	Anne Mackay, Communities Assistant
Grace Poston, Customer Services Administrator	Suzanne Mackay, Factoring Administrator	Alex Ramsden, Administration Assistant

1. WELCOME

- 1.1 The Chair welcomed attendees to the meeting.
- 1.2 It was noted that 19 Society members were in attendance at the meeting in person or by proxy and that the meeting was quorate.

2. APOLOGIES

- 2.1 Apologies had been received from Angela Currie, Nile Istephan, Donald & Maria Henderson, Anne MacLean, Elizabeth MacLean, Angus Murray, Ann Boon, Glynis Campbell-Sinclair, and Elizabeth MacDonald.

3. APPROVAL OF MINUTES OF THE 2020 ANNUAL GENERAL MEETING

- 3.1 The minutes of the previous Annual General Meeting held on 12 September 2022 were adopted as a true record.

4. CHAIR'S REPORT

- 4.1 Lesley McInnes presented the Chair's report.

5. CHIEF EXECUTIVE OFFICER'S REPORT

- 5.1 Kirsty Morrison presented the CEO's report.

6. THE REPORT OF THE BOARD AND FINANCIAL STATEMENTS TO 31 MARCH 2023

- 6.1 The Executive Director of Group Services presented the Report of Board and Financial Statements.
- 6.2 It was noted that the Financial Statements had already been approved by the Board and had been sent to all Society members by post.

7. ELECTION TO THE BOARD

- 7.1 As required by the Rules of Albyn Housing Society, one third of our Board members were required to retire before to the AGM. Prior to the AGM this year, the Board had 9 full Members, requiring 3 Members to step down. This year, the following Board Members retired from the Board and have decided not to stand for re-election: Jim Convery, David Cargill, and Nile Istephan.
- 7.2 Scott MacLeod was appointed to the Board last year as a Co-optee and was also required to stand down at this AGM.
- 7.3 This resulted in a total of 6 vacancies being available on the Board.
- 7.4 This year the Society received nominations for election to the Board from the following Society members: Scott Macleod, Lynne Holburn, Jackie Bugden, Craig Levy, Craig Russell, and Niall Owen.

- 7.5 As this number did not exceed the number of vacancies on the Board, all nominees were duly elected without the need for a vote.
- 7.6 The Society Board Membership was confirmed as: Lesley MacInnes, Carl Patching, Ian Fosbrooke, Clea Warner, Fiona Mustarde, Angela Currie, Scott Macleod, Lynne Holburn, Jackie Budgen, Craig Levy, Craig Russell, and Niall Owen.
- 7.7 The election of office bearers would take place at the first meeting of the Board being held after the AGM. Details of the election results of the AGM and election of office bearers would be posted on the Society website and sent out to all tenants in the next Tenant Newsletter.

8. APPOINTMENT OF AUDITORS FOR THE FINANCIAL YEAR 2020/21

- 8.1 The Executive Director of Group Services confirmed that that RSM (UK) Audit LLP had been selected to continue as the auditor of the Society in 2023.

9. AOCB

- 9.1 There was no other business noted.
- 9.2 The Chair thanked everyone for attending the meeting and called it to a close.

The meeting came to an end.