

<b>BOARD MEETING</b>		<b>MONDAY 22<sup>ND</sup> SEPTEMBER 2025</b>
<b>AGENDA ITEM:</b>	<b>4C</b>	<b>APPROVAL OF MINUTES OF PREVIOUS MEETING</b>

**CRAIGDALE HOUSING ASSOCIATION MINUTE OF THE BOARD MEETING HELD ON THURSDAY 4<sup>TH</sup> SEPTEMBER 2025 AT 7.00P.M. AT CASTLETON PRIMARY SCHOOL, 70 DOUGRIE ROAD, CASTLEMILK, GLASGOW, G45-9NW**

**PRESENT:**

Morag Cameron	Board Member
Des Phee	Board Member
Stephen Baxter	Board Member
Kevin Boyle	Board Member
Stephen Kelly	Board Member
Lucy Madigan	Board Member
Leza Lafferty	Board Member

**IN ATTENDANCE:**

Linda Chelton	Chief Executive Officer (CEO)	(Chair)
Frances Cunningham	Corporate Manager (CM)	(Minute Secretary)

**1. Welcome & Introductions**

The CM welcomed everyone to the Board Meeting and advised that she would Chair tonight meetings.

**2. Apologies for Absence**

Apologies were tendered on behalf of Louise Bacon, Christine McCormack, Rebecca Leedham and Maryam Idris.

**3. Declaration of Interests**

There were no declarations of interest made.

**5. Election of Office Bearers**

The CM explained that the current Office Bearers were required to stand down at the AGM and an election of office bearers would now take place.

The CM thanked everyone for returning their nomination forms for the election of office bearers and explained that the following Board Members were unanimously nominated as office bearers. The nominations are as follows:

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**Chairperson: Des Phee**

Nomination was proposed by Morag Cameron and seconded by Stephen Baxter.

Des Phee accepted the nomination.

**Vice Chairperson: Louise Bacon**

Nomination was proposed by Lucy Madigan and seconded by Kevin Boyle.

Louise Bacon had submitted her apologies. CM will check that Louise is happy to accept the nomination.

**Secretary: Stephen Baxter**

Nomination was proposed by Stephen Kelly and seconded by Des Phee.

Stephen Baxter accepted the nomination.

**Treasurer: Stephen Kelly**

Nomination was proposed by Stephen Baxter and seconded by Morag Cameron.

Stephen Kelly accepted the nomination.

**Des Phee, Louise Bacon, Stephen Baxter and Stephen Kelly accepted their respective nominations, and the CM confirmed them as duly elected as no other nominations had been received.**

The CEO wished the Office Bearers and the Board well for the forthcoming year.

**6. Appointment for Committee Meetings**

The CM advised the Board of the current Committee Members attending the meetings and who the Chair is. We are looking to confirm the Committee Members for the coming year and appoint a Chair for each Committee.

**Audit & Assurance Committee**

**Current Members:** Morag Cameron, Claire Taylor, Stephen Baxter (Chair), Stephen Kelly, Lucy Madigan.

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**New Members 2025/26:** Morag Cameron, Stephen Baxter, Stephen Kelly, Lucy Madigan, Kevin Boyle.

**Audit & Assurance Chair for 2025/26: Stephen Baxter**

### **Policy Committee**

**New Members 2025/26:** Christine McCormack, Morag Cameron, Louise Bacon, Stephen Baxter, Leza Lafferty.

**Policy Committee Chair for 2025/26: Morag Cameron**

### **Staffing Committee**

**Current Members:** Christine McCormack, Morag Cameron, Des Phee, Stephen Baxter, Stephen Kelly (Chair), Lucy Madigan.

**New Members 2025/26:** Christine McCormack, Morag Cameron, Des Phee, Stephen Baxter, Stephen Kelly, Lucy Madigan.

**Staffing Committee Chair for 2025/26: Stephen Kelly**

### **Community Events Group**

**Current Members:** Christine McCormack, Morag Cameron, Lisa Campbell, Linda Burns

**New Members 2025/26:** Christine McCormack, Morag Cameron, Lisa Campbell, Linda Burns

**Community Events Group Chair for 2025/26: No Chair appointed**

## **7. Proposed Meeting Schedule for 2025/27**

The CM presented the proposed meeting schedule for 2025/27, if the Board approve the schedule she can then schedule in the learning and development training plan for Board Members. The CM explained if there are any changes to dates, plenty of notice will be given.

**The Board discussed and approved the meeting schedule for 2025/27.**

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8. Any Other Competent Business (PRIVATE & CONFIDENTIAL)

a) Policy Review: Entitlements, Payments & Benefits Policy:

(SECTION REDACTED due to confidential nature)

**The Board discussed and approved the amendment to the Entitlements, Payments & Benefits Policy.**

9. Date of Next Meeting

Board Meeting, Monday 22<sup>nd</sup> September 2025 at 6.00pm

**The meeting of the Board closed at 7.22 pm**