

Board Meeting

Agenda for a private meeting of the Board to be held on 11 August 2020 at 5:30pm by WebEx (Timings shown are approximate. The target closing time for this meeting is 7:40pm includes 10 minute break)

Board members

Mr I Thompson (Chair)	Mr C Jardine	Mr D McIntosh
Mr T Roehricht (Vice Chair)	Ms K Kennedy	Ms P Russell
Mr J Muir	Mrs C Lumsden	Mrs J Simpson

Attending

Jean Gray, Chief Executive Officer	Esther Wilson, Director of Housing and Support
Ann Wood, Director of Care	Tom Mitchell, CGPM Consulting LLP
Howard Vaughan, Director of Finance and Assets	Helen McMorran, Director of Business Support
	Philip Morrice, Alexander Sloan

Agenda – Note committee business will be 2 hours however there will also be a 10 minute comfort break after Item 4

Item	Subject	Lead	Paper	Estimated Timing (min)
0	Welcome to Board Meeting Declarations/Conflicts of interest	Chair	N	
Board and Administrative Matters				
1	Minutes of previous meeting and matters arising <ul style="list-style-type: none"> Minute of Board Meeting 30 June 2020 Outstanding Actions Log 	Chair	Y	10
Strategic Matters – Decision				
2	Year End Audit Annual Accounts; Management Letter; Letter of Representation	P Morrice	Y	10
3	Internal Management Plan (IMP) Quarterly Update	CEO	Y	10
4	Proposal to Adopt SFHA Charitable Model Rules 2020	CEO	Y	15
Matters for Discussion, Noting & Approval				
5	Covid-19 & Remobilisation Update (Verbal)	CEO	N	10
6	SLWG Financial Planning	TR/DFA	Y	10
7	Quarterly Accounts	DFA	Y	10
8	Write-off Report	DHS	Y	5

9	Quarterly Performance Report	DBS	Y	10
10	Board Training & Development	Chair	Y	10
11	Policies			
	• Infection Control	DC	Y	10
	• HR Policies	DBS	Y	
12	Governance Report	DBS	Y	10
	AOCB: Advise Chair at the start of the meeting.	Chair	N	

Date of Next Meeting -29th September 2020
(Extraordinary meeting following AGM) - Venue TBC