

MINUTE OF MEETING OF KEY BOARD
HELD ON WEDNESDAY 11 SEPTEMBER 2024

At 6.00 p.m. – in the Square, 70 Renton Street, Glasgow

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PRESENT

Sheenagh Simpson (Chair)
John Paterson
Ann McGuigan
David Meechan
Gillian Anderson
Dee Fraser
Brian Kemsley

IN ATTENDANCE

Andrea Wood (CEO)
Alison Wood (Director of Finance)
Gordon Anderson (Director of Housing, Development
and Corporate Services)
Glenn Harrold (Director of People and Organisational
Development)
Jean Ramsay (Director of Support)
Asa Brooks (Governance, Regulation and Compliance Manager)
Leam MacKeown (Inclusion Manager – Supporting TAG)

1.1 APOLOGIES

Apologies were received from Paul Hush, Jack Crombie, Dave Le Sage, Karen Jamieson (leave of absence) and Rebecca O'Donnell.

1.2 DECLARATIONS OF INTEREST

There were no declarations of interest.

1.3 ELECTION OF OFFICE BEARERS

The Board noted that Key's Office Bearers comprise the Chairperson, two vice chairpersons, a Secretary, the Chair of the Audit Committee, the Chair of Community Lifestyles (both *ex officio*) and the facility for an additional Board member without portfolio.

The full list of office bearers for the forthcoming year were unanimously approved as follows:

Chairperson	- Sheenagh Simpson
Vice Chairperson	- John Paterson
Vice Chairperson	- Ann McGuigan
Chair of Audit Committee	- Dave Le Sage
Chair of Community Lifestyles	- David Meechan
Secretary	- Andrea Wood (Chief Executive)

1.4 STANDING COMMITTEE AND REVIEW GROUP MEMBERSHIPS

The composition of the various Committees and Review Groups was noted.

Those present confirmed their ongoing memberships, as detailed in the report. As it had reduced to a membership of one due to retirements at the AGM, Sheenagh Simpson agreed to join the ICT Review Group on a temporary basis. The Chief Executive confirmed that we are actively seeking someone with an ICT background to join the Board.

ACTION

CEO

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1.5 MEETINGS CALENDAR 2025

The Chief Executive presented the calendar of meetings for 2025.

The Board approved the calendar.

2. AOB

The Chief Executive thanked members for their attendance at the AGM.

The Chairperson gave her apologies as she will not be able to attend the next meeting. Vice Chairperson John Paterson agreed to chair that meeting in her absence.

3. DATE OF NEXT MEETING

The Board will next meet on Wednesday, 2nd October 2024.