



**Muirhouse  
Housing  
Association**

**The Board of Management Meeting will be held  
On Monday 12<sup>th</sup> August 2019 at 6:30pm in the Muirhouse Millennium  
Centre**

*\*\*\*Are you running late? Please phone/ text 07391 010 343 or 07391 010 344\*\*\**

### **AGENDA**

<b>Ref.</b>	<b>Item</b>	<b>Time</b>	<b>Paper</b>	<b>Who</b>
<b>GOVERNANCE</b>				
1.	Chair's Opening Remarks	18:30		Chair
2.	Declarations of Interest			Chair
3.	Apologies			Chair
<b>REPORTS AND MINUTES FOR APPROVAL</b>				
4.	Minute of previous meeting on 15 July 2019		<i>Circulated</i>	Chair
5.	Matters Arising Schedule		<i>Circulated</i>	SM
6.	Tenant Improvement Group Report	18:40	<i>Presentation/ Circulated</i>	TIG/ AG
7.	Governance Self-Assessment, standards 2+5	19:00	<i>Circulated</i>	AG
8.	Internal Audit Plan 2019-20	19:20	<i>Circulated</i>	BA
9.	MHA/MH4 Statutory Accounts 2018-19	19:25	<i>Circulated</i>	BA
10.	MHA Quarterly Accounts to 30 June	19:35	<i>Circulated</i>	BA
11.	MHA Performance Report to 30 June	19:40	<i>Circulated</i>	AG
12.	Community Chest Applications	19:50	<i>Circulated</i>	AG
13.	Repairs Contract Extension	20:00	<i>Circulated</i>	PM
14.	Electronic Board Papers update	20:10	<i>Circulated</i>	SM
15.	Customer Service Policy	20:15	<i>Circulated</i>	AG
<b>REPORTS AND MINUTES FOR NOTING</b>				
16.	Write-offs of Bad debts	20:25	<i>Circulated</i>	BA
17.	Fire Alarms and Smoke Detectors	20:30	<i>Circulated</i>	PM
18.	Quarterly Governance Report	20:35	<i>Circulated</i>	GN
19.	Tender update: Board Development	20:40	<i>Circulated</i>	SM
20.	Draft minute of the MH4 Board meeting	20:45	<i>Circulated</i>	RD
21.	Draft minute of the A+RC meeting	20:50	<i>Circulated</i>	SP
22.	Work Plan	20:55	<i>Circulated</i>	SM
23.	<b>OTHER BUSINESS</b>			

Date of next meeting  
23 September 2019