



# Society for Creative Anachronism Ltd (Australia)

## SCA Ltd Annual General Meeting: Minutes

Meeting held: 19 April 2019

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| Members                                       | Georgia Winter (Chair), Benjamin Smith (Treasurer), Simon Miller, Robert Aked, and Cat Colwell.  |
| Attendees                                     | Tim Liersch, Steve Roylance, Lara Mucha, Nona Ruddell, Rebecca Garnsey, Ernestina Ryan, Ray Gleeson, Andrew Winter, Tim Moore, Paul Adams, Sandra Watkins, Glynnis Hollindale, Tam Hovenga-Wauchope.   |
| 1. Meeting Opened                             | 5.01pm   |
| 2. Welcome to members and guests              | <i>The Chair Opened the meeting, acknowledged the traditional owners, and welcomed members and guests.</i>   |
| 3. Apologies                                  | Clement Avenell (Deputy Chair), Kate Turley (Secretary).   |
| 4. Minutes from the last AGM                  | <i>The minutes from the 2018 Annual General Meeting were <b>accepted</b> as a true and correct record.</i>   |
| 5. Correspondence addressed to the AGM        | None received.   |
| 6. Chair's Annual Report (see meeting papers) | <p>The Chair spoke to her report, and to her time on the Board and in Executive roles, including specific points of note:</p> <ul style="list-style-type: none"><li>● Kate Turley will be retire after this meeting, and Tim Liersch who retired in November, both having completed two executive terms - thanks given to them for their service;</li><li>● planned revisions on the Constitution to make sure it's still fit for purpose;</li><li>● the continuing land committee; and that</li><li>● the Board continues with current members Georgia Winter, Benjamin Smith, Robert Aked, Clement Avenell, Simon Miller, Cat Colwell, and from the end of this meeting, Lara Mucha from Victoria.</li></ul> <p>The Chair's report was <b>accepted</b> by the members.</p> |

Item	Category	Description
7.	Treasurer's Annual financial statement	<p>The Treasurer spoke to his report, including specific points of note:</p> <ul style="list-style-type: none"> <li>● thanks for the assistance from Sandra Watkins and Tim Liersch;</li> <li>● Square as a new electronic payment system used by a number of groups;</li> <li>● the need for a review of membership fees to answer increased costs;</li> <li>● floats and cash advances as an ongoing issue for Reeves, though improving through procedural changes and education;</li> <li>● nonetheless, an unqualified audit report.</li> </ul> <p>Members raised the following points of discussion:</p> <ul style="list-style-type: none"> <li>● Structure of the reports, and the lack of a separate cashflow for the Corporate Account/Board expenses, due to the organisational reporting template used by the Auditor. Summary could be provided separately.</li> <li>● Square fees – very small percentage that hasn't been a major impact on event break even points.</li> <li>● Affiliation fees – difficulty of administering the payment method through Paypal.</li> <li>● Process for bringing in new financial tickets for Square, SimpleTix etc for approval by the Board.</li> <li>● The need for financial procedures to supplement financial policy.</li> <li>● Appearance of decline in membership fees between 2018 and 2017, but is inconsistently reported between two pages of the auditor's report, and may be a timing difference. The Treasurer to investigate further and provide an addendum via the website.</li> </ul> <p>The Treasurer's report was <b>accepted</b> by the members.</p>
8.	Proposed changes to the Constitution	This item has been withdrawn from the AGM at this time. The Board will revise the wording and bring this to the next AGM.
9.	Election of Office Bearers	<p><b>Election of SCA Ltd Executive Officers</b></p> <p>Daniel Dunbar was appointed Returning Officer for the Board Executive Office positions, and declared all executive positions are currently vacant.</p>

Nominations and seconds have previously been recorded. No ballot is required as these nominations are not contested.

The following members were appointed to Executive Office:

Chair: Georgia Winter  
Deputy Chair: Robert Aked  
Secretary: Cat Colwell  
Treasurer: Benjamin Smith

These appointments were **accepted** by the members.

10. Close of meeting

*Meeting was closed 5.28pm*

11. Date, time and method of next AGM

2020 AGM date not yet confirmed due to uncertainty of Rowany Festival Dates, but will be at Rowany Festival. Notifications to follow in due course.