



Society for Creative Anachronism Ltd (Australia)

SCA Ltd Annual General Meeting: Minutes

Meeting held: 14 April 2017

Item	Category	Description	Action Required
	Members:	Michèle Le Bas (Chair), Tim Liersch (Treasurer), Ray Gleeson, Simon Miller, Georgia Winter, Kate Turley (Secretary) (via internet).	
	Attendees:	Natasha Roberts, Miriam Staples, Jeremy Gregson, Rebecca Garnsey, Tim Moore, Stephen Roylance, Paul Sleigh, Benjamin Smith, Kathryn Bird, Glynnis Hollindale, Jeff Nicholson, Amanda Nicholson, Nona Ruddell, Tiffany Brown, David Staples, Annette Wilson, Michelle Brewer, Phillip Jackson, Sandra Watkins.	
	Observers:	Nil	
1.0	Meeting Opened:	5.09pm	
2.0		The Chair Opened the meeting and welcomed members and guests.	
3.0	Apologies:	David Darlington Beresford (Deputy Chair), Donna Page. Motion: That the Apologies for the 2017 AGM be accepted Moved: Jeff Nicholson Seconded: Sandra Watkins Decision: CARRIED without dissent	
4.0	Minutes from the last AGM:	Minutes of 2016 AGM Motion: That the Minutes of the 2016 AGM be accepted as true and correct Moved: Michèle Le Bas Seconded: Jeff Nicholson Decision: CARRIED without dissent	
5.0	Correspondence:	Two proxy forms were received by the Secretary.	
6.0	Chair's Annual Report:	Chair (See Meeting Papers) The Chair briefly spoke to the Chair's Report. <ul style="list-style-type: none">• The Chair commented on the Gatekeeper software being used at Canterbury Faire, and trialled in Australia at this festival. Positive reports have been received by users of this new software.• Donna Page was thanked for her long service (43 months) including two years of Chair on the board.• In 2017 we are looking at strategic planning, reviewing our aims and values, to assist the BOD to serve our aims with the society into the future. Discussions will be held with the membership about the roadmap for these aims.	

		Motion: That the Chair's report be accepted Moved: Tim Liersch Seconded: Ray Gleeson Decision: CARRIED without dissent
7.0	Treasurer's Annual Financial Statement:	Treasurer (Available at http://sca.org.au/board/financial) The Treasurer noted the following: <ul style="list-style-type: none">• This job is becoming easier with continuing engagement for our Reeves, and their eyes are invaluable in carrying out this role.• We now have provisions for events of negligible costs, and we are trying to make the financial policy easier and to review the rules over time.• The SCA Ltd are broadly stable at the moment – no membership fee increase recommendation at this time as the accounting and insurance costs have been even to those in the previous year.• Thomas Bacchus was commended for the amount of work he has done in the office of the Exchequer at this time.• The Treasurer spoke to the letter from the Auditors and will follow up on the issue regarding 'segregation of duties' to find out what this pertains to, and ensure that the auditors are satisfied in the future.• Over the last several years, many groups had been saving money for reinvestment in the organisation. This reinvestment has started to occur and groups are reinvesting in their groups and the expenditure is exceeding the income held.
		Motion: That the Treasurer's report be accepted Moved: Tim Liersch Seconded: Rebecca Garnsey Decision: CARRIED without dissent
8.0	Election of Office Bearers:	Election of SCA Ltd Executive Officers Motion: That Jeremy Gregson be appointed Returning Officer Moved: Michèle le Bas Seconded: Jeff Nicholson Decision: CARRIED without dissent Jeremy noted that there were four offices for election, and four candidates (one for each office). Motion: That Michèle Le Bas be elected as Chair Decision: CARRIED without dissent Motion: That Ray Gleeson be elected as Deputy Chair Decision: CARRIED without dissent Motion: That Tim Liersch be elected as Treasurer Decision: CARRIED without dissent

Motion: That Georgia Winter be elected as Secretary
Decision: CARRIED without dissent

Jeremy stood down as returning officer after this business was concluded.

9.0	General Business and Close of Meeting	<p>General discussion points of note:</p> <p>Do we have a formal policy on planned equipment purchased for groups who are investing money in equipment?</p> <ul style="list-style-type: none">• There is a threshold for expenditure – it was \$2,000 but this will be confirmed. <p>Tim noted that each Treasurer should induct a new exchequer and each exchequer should induct a new Treasurer, with rolling two year terms.</p> <p>A discussion was held around difficulties that Rowany in particular have had around coding of their bookkeeping. This will be followed up by both the Rowany Reeve and the Corporate Treasurer, and the Rowany Senate are aware of these issues.</p> <p>The possibility of land acquisition was raised. The Chair noted that the board will be reviewing its strategic direction and aims in 2017 - so if we want to be an organisation that owns property and develops it – there would be a strategy and aims towards this. Where do we really want to take this organisation and what view do we have towards the future.</p> <p>A discussion was held around the NDIS and possible changes and allowances that may be required for a disabled member of the society wishing to attend an event with a nominated companion.</p> <ul style="list-style-type: none">• The BoD will review this and provide guidance on how the insurance company would like to handle indemnity.
10.0	Date, time and method of next AGM:	<p>Discussion of possible future AGM meeting times and format</p> <ul style="list-style-type: none">• In conjunction with the stewards and schedulers of Rowany Festival 2018, the Board will attempt to secure a time that is most convenient. It was noted that nothing is should be scheduled in conflict with the AGM, to allow as many members to attend as possible.

Meeting closed 18.01pm

Next meeting: Friday 30th March 2018, at Camp Wombaroo, Rowany Festival. The time is to be determined at a later date. It was strongly suggested that we advertise the ability to attend via the internet more widely, as the web link was very useful.