



Society for Creative Anachronism Ltd (Australia)

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SCA Ltd Board Meeting: Agenda

Meeting held: 06 August 2018

Category	Description	Action Required
Attending:	Georgia Winter (Chair), Benjamin Smith (Treasurer), Kate Turley (Secretary), Clem Avenell (Deputy Chair), Simon Miller, and Tim Liersch.	
Observers:	Daniel Dunbar (Kingdom Seneschal)	
Meeting Start:		7.32pm
Welcome and Apologies:	Apologies: Acknowledgement of Country	7.32pm
Confirmation:	Minutes of last meeting Motion: That the minutes be accepted as a true and correct record. Outcome: Approved	7.32pm
Notification:	Conflict of Interest Disclosures None	7:35pm
Notification:	Speaking as a Board Member / Environmental Scanning Ben – cancelled a lease as per a group's request Simon – law enforcement advice regarding an incident – following up as an individual Kate – approached about an issue that needs to be dealt with through law enforcement and under personal duty-of-care – will let the Board know if there is anything that needs to be done under our policies soon <i>Environment Scanning</i> Simon – alt-right article from the US	7.45pm Simon – post article to the Board facebook page
Report:	Chair Personal issues affecting workload capacity New recruitment ad circulated to Pelicans and Laurels list – to be sent to the Knights and MODs, and a version to the B&B's	7.55pm To send to other peerage lists and the B&B's
Report:	Secretary This month I've spent time chasing down old jobs, such as putting Acknowledgement of Country onto the website and following up history on developing policies for preventing renewal of lapsed memberships under certain stringent conditions (such as relevant convictions). Benjamin and I wrote a letter to have PayPal's main contact updated. I had the wording on our insurance Certificate of Currency updated to better reflect our policy (Benjamin has since issued this to	7:45pm

the reeves), and begun enquiries with AON about ways to reduce our overall insurance cost.

Thanks to Tim for finding the broken link on the website. I have refreshed some pages that had links that weren't working and they are now functioning properly.

- Correspondence: **Secretary** 7:47pm
 P.O. Box – 1 membership form Tim: to pass spare post
 Email – Riverhaven asking about insurance for a new event box key to Simon at next
 concept opportunity
 Email – tent hire for photo shoot in QLD – this was passed on
 to the local seneschals
 Email – Crown enquiry regarding Acknowledgement of
 Country statements
 Certificate of Currency enquiry – Okewaite
 Email – Rowany – NFP status proof
- Report: **Treasurer** 7:51pm
 Some branch reeves have been slow to get their end of Tim: call Square at will
 month and end of quarter reconciliations done, but
 completed in the last few days.
 BAS due in three weeks. Hopefully it will be lodged in the next
 week or so.
 Square – trying to get some clarification from the business or
 not – not clear at this stage whether ability to change the
 primary user will happen on the platform.
 Two phone calls to individuals to enquire after payments
 made to Corporate account
- Report: **Kingdom Seneschal** 7:57pm
 Legal advice update – Clem is going to provide some text/list
 of questions – aim is to acquire legal responses to issues to
 inform policy revisions/creation
 New Branch Deputy – Countess Beatrice – to help branches
 that are incipient or are struggling
 New Subcommittee process – to provide a structure for
 subcommittees that want run events or do research,
 including financial processes, limited autonomy, and
 reporting structures.
 Hamlets – popping up everywhere but they're being
 discovered by accident. Paperwork for hamlets is slow even
 when regular activities are occurring.
 Update – Shire of Strathcorbie proposed in Wagga Wagga –
 paperwork has been received.
- Item: **Discussion of Board Member application (Georgia)** 8:03pm
MOTION: To invite Cat Colwell to join the Board of SCA Ltd
 from January 2019.
Outcome: Approved
- Item: **Live Streaming (Georgia)** 8:06pm

Video and audio livestreaming – research and guidelines are needed before we can write policy. Simon: preliminary scope to be delivered before next meeting
Simon has offered to lead the review.

Item: 8:50pm

Item: **General Business** 8:09pm

Membership applications are currently open to all states. Some may have delayed start dates, but ALL states are looking for replacements.
Georgia – overseas for a few weeks during September.
Kate – in Adelaide for part of August.
Discord worked well for this meeting.

Notification: **Motions passed by email since last meeting** 8:10pm
(for noting only)

MOTION: That the minutes for the June 2018 meeting be accepted as a true and correct record.
Outcome: Carried

Next Meeting: Monday, 03 September 7:30pm (Sydney Local Time) 8:10pm

Meeting Close: 8:11pm