



# Society for Creative Anachronism Ltd (Australia)

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## The Society for Creative Anachronism Ltd 2019 Annual General Meeting

Will be held on Friday, 19 April 2018 at 5pm in the Guild Hall at Rowany Festival

### Agenda

1. Open meeting
2. Welcome to members and guests
3. Apologies
4. Minutes from the last AGM
5. Correspondence addressed to the AGM
6. Chair's Annual Report
7. Treasurer's Annual Financial Statement
8. Proposed changes to the Constitution
9. Election of Office Bearers
10. Close of meeting
11. Date, time and method of next general meeting

**Important Note:** As only full financial (not event) adult members of SCA Ltd are entitled to vote, proof of current membership will be required when signing in for the AGM (not just the event), otherwise you will be listed as an observer and your vote will not be counted.

### Attachments

1. Chair's Report
2. Candidate Statements

## **Attachment 1: Chair's Report to the 2019 Annual General Meeting**

### **Chair's AGM report, SCA Ltd, Rowany Festival 2019**

*Georgia Winter*

The end of my first year as Chair, and my second year on the Executive of the Board – has flown by!

Retiring after three years of service is Kate Turley of Victoria. Kate has been Secretary twice, and I honestly don't know how well the Board would have managed without her knowledge, humour, and service. Enjoy your well-earned rest and remember to say no occasionally. Tim Liersch (ACT) retired from three years' service in November 2018 and I would also like to thank him for his service in the role as corporate Treasurer for two years.

The Board continues with members Ben Smith (Vic), Simon Miller (ACT), Rob Aked (ACT), Cat Colwell (NSW), Clem Avenell (WA) (currently on a leave of absence) and from today Lara Mucha (Vic). As of today, we have vacancies for one more Board member to join us. Please speak with any Board member if you would like to know more about the opportunity, whether you are considering it for now or at some point in the future.

During the year, we have provided advice and information to members, reviewed policies and processes, investigated new ideas to streamline processes and continued to improve our Board governance with Motion, Agenda and Minutes formats. One of our twelve scheduled monthly Board meetings was cancelled due to unavoidable absences resulting in insufficient attendance, however a number of short additional meetings were held to discuss matters of urgent importance as they arose. One particular matter took a great deal of Board member time and energy, and I would like to specifically thank all members for their ability to deal with the higher than usual workload and stresses during this time.

Under the auspices of the Kingdom Seneschal, a subcommittee was established (in 2017) to conduct due diligence on the question of 'should the SCA purchase land'. The subcommittee has been examining the issues and their work will continue throughout this year. We thank all those who have devoted their efforts towards investigating this complex matter.

The SCA Ltd website is has undergone a slow continuous improvement process, despite the challenges of a system that randomly regresses when we aren't looking. We expect to conduct a full review of the Constitution this year, to ensure that it still meets our needs and is fit for purpose, with the aims of SCA Ltd (Australia).

Each year we make some progress, and we see more work that we'd like to do. As a volunteer Board and organisation I recognise the efforts of the Board as a whole, and the people who support us in the form of advice, time, sage words, or dinner on meeting nights!

## **Attachment 2: Candidate Statements**

### **Nominee for the position of Chair: Georgia Winter**

Greetings all.

I would like to nominate for the position of SCA Ltd Board Chair.

Having served the Board as Secretary for 12 months, and then as Chair for the past year, I believe I have the knowledge and sound judgement of the time and effort needed to head a successful team.

I would like to continue our review of corporate governance processes and policies to ensure the BOD is well placed for future challenges, including audit and financial oversight and other legislative requirements.

Known as Thl Honoré Corbaut, I have been an active member of the SCA for over 20 years. I enjoy cooking and costuming, knitting and rapier activities.

I have over 25 years office/administrative experience, with a strong background in meetings and minute taking, and experience in project management and project administration. I am currently working in the area of Board Secretariat.

I joined the Board in late 2016 to further serve the society that has given me so much joy and learning over the years.

Georgia Winter.

### **Nominee for the position of Deputy Chair: Robert Aked**

I am standing for the position of Deputy Chair. My strengths include meeting facilitation and issues resolution. I joined the Board in December 2018 and I have a good understanding of what is involved in the role of Deputy Chair.

I have participated in the SCA since the mid 1990's and have been a more active member for the last few years, primarily through helping run events at various locations around the country. Professionally, I have nearly 30 years bureaucratic experience, with a strong background in corporate governance, strategic policy and direction.

My professional and in-society experience provides me with a good understanding of how the SCA operates in Australia. My belief is that an effective Board manages a range of issues in the background while encouraging members to enjoy their SCA experience away from the pressures of mundane life.

Robert Aked

## **Nominee for the position of Treasurer: Benjamin Smith**

Having spent the last year as SCA Ltd Treasurer, I feel I'm more than capable of fulfilling this role. In my time in the role so far, I have started a number of initiatives to improve our organisation's finances. These include areas of external reporting and compliance, record keeping, accountability and internal processes, and system usage. I wish to continue in this role so that I can further these projects and get SCA Ltd in to an even better position for the future.

Benjamin Smith

## **Nominee for the position of Secretary: Catherine Colwell**

Please see below my nomination for the role of Secretary within the Board of Directors for the SCA Ltd.

I hold the mundane role of Operations Manager & Members Services for the Australian Publishers Association. This has allowed me to see up close how the boards and committees of a professional association achieve their goals through good governance, as well as working to increase the range of membership services offered. This role includes paper writing for the Board, grant applications, database and content management, Xero based finance management, association administration, logistical support and the onboarding of new members. In my previous role as Wholesale Operations Manager, I rolled out a variety of new systems and workflows to improve process efficiency, as well as coordinating a launch of trade in the US, a fully integrated B2B e-commerce platform, and the conversion to a point-to-point tracked inventory system with automated replenishment reports.

I have participated consistently in the SCA for 13 years within the Barony of Rowany. During this time I have held a variety of college offices, and then offices of Seneschal & Chronicler for the Barony of Rowany. I have stewarded events ranging from local feasts up to Rowany Festival 2011, which was attended by in excess of 850 people. From 2014-2018 I held the position of Baroness of Rowany, working with the Seneschal and Rowany Senate; also included recognising service, mediating conflicts, assisting stewarding teams, and supporting Rowany's college and cantons. Since 2014, I have also served in the Rowany Festival Executive guiding the long term planning and direction of the largest event in the Kingdom, including negotiations regarding the site and contract.

While I have only a few months of SCA Board of Directors experience, I am confident that my mundane experience, as well as extensive and varied SCA experience, will allow me to achieve the responsibilities of this role.

Catherine Colwell