



Society for Creative Anachronism Ltd (Australia)

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SCA Ltd Board Meeting: Minutes

Meeting held: 07 Jan 2019

Category	Description	Action Required
Attending:	Georgia Winter (Chair), Benjamin Smith (Treasurer), Kate Turley (Secretary), Clem Avenell (Deputy Chair), Simon Miller, Rob Aked, and Cat Colwell.	
Observers:	Daniel Dunbar (Kingdom Seneschal), Lara Mucha	
Meeting Start:		7.30pm
Welcome and Apologies:	Apologies: None. Acknowledgement of Country	7.30pm
Confirmation:	Minutes of last meeting Passed via email 07/01/2019.	7.31pm
Action Items:		7:32pm
Notification:	Conflict of Interest Disclosures Chair – Perceived conflict as residing in same house as Baron of Politarchopolis. If Baron comes on to Okewaite accounts as a signatory, Georgia will remove herself from the bank account.	7:37pm
Notification:	Speaking as a Board Member / Environmental Scanning Ben - Festival payment plans transparency and ensuring Festival is accessible to members Simon – request for Lochac funds to purchase a new trailer for storage at Pennsic. Noted that funds were approved from Rowany Fighter Festival by the Senate for a shower trailer. <i>Environment Scanning</i> Simon - St Kilda far-right political gathering – continue to ensure that we are socially aware Rob – recent discussion on social media awareness	7.40pm
Report:	Chair Happy New Year to all, and welcome to Cat for her first meeting. It's a pleasure to be back with a good complement of Directors, and hopefully we can achieve some of the work that's been on the back burner for a while. December was a fairly quiet month in terms of Board work, though an investigation is bubbling away in the background. I would like to note that I'm out of the country from 31 January until 16 February - contactable via email and messenger as per usual, but I'll be absent from the February	7.45pm

meeting and I hope that Clem is able to chair the meeting on my behalf.

Once again, I'd urge Board members to think about prospective new members. While we have seven directors, eight is better as it shares the workload. Feel free to discuss any potential candidates with me/the Board - remembering that NSW, Vic and ACT are 'full' at the moment.

Please take the time to review the task list in Dropbox.
Thanks all.

Report: **Secretary** 7:50pm

It's been a bit quiet over the holiday period, so mostly I've been catching up on correspondence, preparing insurance enquiries (e.g. Gatekeeper documentation), and preparing for insurance renewal. I've been copying Rob (and Georgia) into insurance-related emails so that they have the information going forward.

I've also been helping with the Politarchopolis hall hire renewal, the conclusion of which was that this can be signed locally, and helping Cat get set up on various Board systems.

Correspondence: **Secretary** 7:57pm

Enquiry from Registrar applicant.

Communication with Board applicant.

Enquiry about minutes on website – expected timeline provided.

Enquiry from a member about who to speak to about social media moderation – referred to Social Media Officer.

Report: **Treasurer** 8:00pm

See Attachment.

Report: **Kingdom Seneschal** 8:05pm

Two Seneschals in Queensland have stepped down.

SCA Inc (US) Board released a survey and then retracted it.

Pseudonyms issue – Secretary will raise query with Insurance providers on use of pseudonyms.

SCA event payments – consideration of inclusivity when designing payment structures that don't penalise cashflow poor participants.

Discussion on change of dates for Crown events has commenced. No current bids received for future events will be affected if dates change.

Item: **Ben: Removal of Paper Signatories** 8:10pm

Motion: to remove all non-Board hard/paper signatories from all SCA Ltd bank accounts held with Westpac. Further, that Georgia Winter, Kate Turley, and Benjamin Smith, as the current Executive Board members, remain as the only hard signatories to these accounts.

CARRIED

Item: **Georgia: AGM** 8:13pm

Rob will organise the AGM (advertising, paperwork, etc). Georgia and Kate will provide guidance and advice Executive Roles to be filled at the AGM are Chair, Deputy Chair, Treasurer and Secretary. Some incumbents may wish to continue in their current roles. The Secretary role will become vacant as Kate will finish her term on the Board.

Item: **Georgia: Interview with Potential Board Member** 8:18pm

Daniel left the meeting at 8:25

Item: **Simon: Audio/Visual Streaming - Project Scope** 8:45pm

Simon has committed to providing a scope document in two weeks, so that there will be two weeks for Board members to consider the document before the February meeting. He has identified that the main issues relate to consent and withdrawal of consent. Kate has offered to assist him with this task and is available after 12th Night. She has also drafted a document on this and placed it on Dropbox following the discussion at the November meeting.

Item: **General Business** 8:40pm

None.

Notification: **Motions passed by email since last meeting** 8:42pm

(for noting only)

Motion: to pay \$49 to ASIC for SCA Ltd's annual review fee.

CARRIED

Motion: To close the Shire of Abertridwr due to lack of Officers, as per Kingdom Seneschal's recommendations.

CARRIED

Motion: That the minutes for the September 2018 meeting be accepted as a true and correct record.

CARRIED

Next Meeting: Monday, 04 February 7:30pm (Sydney Local Time)

Meeting Close: 8:52pm

Attachment

SCA Ltd - Treasurer report

- Kingdom Levy/Event Insurance/GST collection
 - Slowly coming in from all branches
 - Corporate is collectively owed about \$25k across all branches, which is a combination of Event Insurance and GST.

- End of Year
 - Have started preparing/nudging Reeves to be on top of it so we can hopefully kick of the process asap after the year ends
 - Have not heard anything back from the auditor as yet about a timeline