



Society for Creative Anachronism Ltd (Australia)

PO Box 4160, Weston Creek ACT 2611, Australia

ABN 13 117 403 648

Website: <http://www.sca.org.au> Email: chair@sca.org.au or secretary@sca.org.au

SCA Ltd Board Meeting: PUBLIC Minutes Meeting held: 8th August 2022

Category	Description	Action Required
Attending:	Paul Adams (Chair), Katherine Rowell (Deputy Chair), Jeremy Gregson (Secretary), Tam Hovenga (Treasurer)	
Observers:	Bill Dabbs (Kingdom Seneschal)	
Meeting Start:	6:30pm	
Apologies:	Tegan Brinkman	
	Welcome and acknowledgement of country	
1 Conflict of interest disclosures:	No conflicts of interest were identified	
2 Minutes of the previous meeting	MOTION: That the amended minutes of the last meeting be accepted	
3 In camera	[Redacted]	
4 Speaking as a Board member / Environmental Scanning	Tam reported getting a question about Bordescros donating money to a local scout group for upgrades to the venue used by the SCA. There was some discussion about whether financial policy allowed a group to disburse their funds to another NFP. No problems identified, but agreement that Tam should double-check financial policy. Rowany has chosen a new B&B, and Spring War is going ahead.	Action on Tam to review financial policy for any references to donations by groups.
5 Kingdom Seneschal's report	The society seneschal has sent out a report which Bill is reviewing, including reviewing the bullying and harassment policy. There is some work being done on reviewing policy guidance on virtual versus physical events, and the need for virtual events still to be advertised if there was going to be a royal/baronial presence with awards potentially issued. Bill summarised the feedback received on the covid management policy, and the changes proposed for it. He noted that the requirement for proof of vaccination was less popular in NZ than Australia, and double-checked for feedback on the draft changes from the board. Paul suggested that including a clause to say the policy would be reviewed every six months until it was no longer needed would be sensible, all present concurred. Bill advised that group seneschals were chasing the updated guidance, and that one group seneschal expressed disappointment about the removal of the requirement for proof of vaccination, but accepted it.	

6 Policies due for review	<p>The board discussed the existing asset management policy, and the comments that had now been provided by all board members. Tam noted that the existing document is very conversational, and it should be a one-pager.</p> <p>There was discussion about depreciation of assets, which is not mentioned in the current assets policy, but is required in the financial policy. Paul asked whether it was something we wanted to be pushing, there was discussion about the advantages of, and resources required for depreciating assets. The board discussed the simplest way of achieving good results, and Tam put the opinion that a national asset register would be worthwhile. Jeremy confirmed that Xero has asset management capacity, and suggested asking the Kingdom Exchequer to identify a group reeve for a pilot exercise in registering assets in Xero.</p> <p>Paul asked about what policy we should start working on next – Jeremy advised that the secretary mailbox had recently had an enquiry about our background check procedures. Kitty volunteered to initiate the process of reviewing changes to mundane requirements regarding background checks, to ensure that our current policy aligns with them.</p>	<p>Action: Tam to talk to Aymer (or other person with Xero expertise) about putting an asset register into Xero, and reporting back to the board.</p> <p>Action on Jeremy to continue discussion among the board about policy position on asset sale and rental rates.</p> <p>Action on Kitty to review background check requirements across states and territories, to ensure SCA policy is consistent.</p>
7 Chair's report	<p>Paul received a response from the US President of the SCA, replying to his enquiry about alternative methods of choosing Crown. The President advised that there had been two instances in the past where kingdoms had been granted permission to experiment with alternative methods of choosing Crown, as one-off experiments. He invited Lochac to write to the US BoD if they wanted to experiment with anything outside the existing requirements of Corpora.</p>	<p>Action: Jeremy to draft a proposed change to the affiliation agreement for submission to US BoD that would give Lochac leeway to consider alternative methods of choosing Crown</p>
8 Secretary's report	<p>There's been another enquiry from a Victorian interested in joining the SCA in order to own a katana. A group hospitaller was interested in getting a Google business profile in order to have a pin on Google Maps for their local training. Jeremy checked the terms or service for Google business, and found that they expressly refuse to allow organisations to put pins on Google Maps for locations that they don't own, such as shared community halls. So, not an option for the SCA at the moment. Jeremy and Tam reviewed the advice she'd been given about the change of signatory forms from Westpac, and established that the clerk she spoke to had been wrong on both issues raised. Paul took this information on board for his visit to Westpac.</p>	
9 Treasurer's report	<p>The issue of which officers should have edit access to Dropbox still needs to be resolved. Some feedback following on from recent changes has been lacking in courtesy. Paul reminded the Board that we</p>	

need all our officers to treat each other with respect, and that the Board should be ready to remind people of that where necessary.

**10 Motions passed
out of session**

**11 Other Board
business**

Next Meeting: 12th September, 6:30pm AET

Meeting Close 7:29:58 pm.