

the draft rules just need draft removed but the back end processes need a look. Katherine – discussed process. Ray – Gui should just drive the update of the rules to ensure they are internally consistent.

Alternative crown

First aspect is done – great job to the team! Big thank you to Gomez. Great to see the level of response. Gomez – surprised to get over 60% response and 84% response positive to explore change.

New Board members ahead of AGM

2 applications so far – Katherine will follow up the 3rd person to see if they will apply. They will go out for commentary this month.

ACTION – Katherine to follow up.

Feedback will go to secretary then board, then on date of AGM will be put to a vote. Tam – inform them they need Director IDs before the date of the AGM.

ACTION – Katherine will remind them.

Oonagh from Torylon, David NSW, Person from WA

Note who is voted in will be determined at the AGM. Note sometimes lots of people do turn up to vote no.

Alex suggested Katherine email B&Bs and getting them to encourage applicants.

ACTION-Katherine will email them.

Rowany email – done

About their use of the training gear. Email was sent out by Katherine

About rowany subcommittee. That was answered too.

Handbooks to Kingdom Earl Marshal

This was sent through by Katherine last week.

Hoping to get a response. Some mutterings about our comments. NZ board passed it

AGM – notice needs to be done by the 31st

31st of March to clarify. Tam – progressing well.

Sent through docs over the weekend. Auditors have a few journal entries to address as per email. Rolling along. New people will need to do the thing for the financial part of the AGM report

Victoria laws

Katherine talked to masonry. Everything up to date on website. Half way through a letter that will need checking to send to secretary to Pro Legis who we have used before to check it.

3 In camera Redacted

4 Speaking as a Board member / Environmental Scanning Katherine - Patron membership concept from US – what extra benefits do they get? Seems wrong. Tam – we accept donations already.

5 chairs report Nothing recent has come through. Quiet.
 Trying to wind up before stepping down in a few months
 Asked people to consider stepping up into the position
 Discussed possibility of either a current board member stepping up as Chair, or a new person stepping in. preference for current member.

6 Kingdom Seneschal's report Looking for a new Chirurgeon. A few seneschals coming up. KG, Aneala has asked for an extension for a few months, Dismal Fogs stepping down 6 months early.
 Alternate crown biggest thing. Emailed today on next step which is data gathering. Set up a forum website open for a month enabling someone to log in, pick from a few different topics/options, looking for people to flesh them out, provide thoughts on what would work and what to look out for etc. Once all the data is there, it'll be structured and then shut it down and then put it as options to people. Have 1 topic which is selection criteria – in Corpora its over 18, passport, good standing etc. Are there more criteria we should consider? i.e. demonstration of a level of service etc? Then will put it up to vote.
 Then need to discuss the principality discussion

7 Secretary's report *No correspondence received*
Rowany letter emailed
Data retention policy needs a timeframe for how long between purge, ie 10 years holding digital documents before purge or digital documents indefinitely but paper based purged (as long as scanned) after 10 years

- Need to ask someone who knows? A lawyer? Unsure?
- Tam will research and email the board what she finds

Event flowchart still can't seem to find the ones that are posted with code of conduct as it's not the code of conduct that needs review but the reporting of violations

- Thought we had addressed the flow chart. Need to check if its on the website

ACTION -
 Katherine will ask Tegan to write a draft letter regarding this topic so we can send it through to our lawyer

- Katherine – need to find it and put it on the website. It should be in the past minutes of the meetings?? Ray doesn't recall. Is it part of grievance process not code of conduct? Part of FAQ? Not putting it up until grievance process is finalised. Are we conflating two things? Leave for the moment

8 Treasurer's report

The audit is pretty much done. They sent through the draft which Tam shared with Board plus the journal articles they need looked at. Happy to take them as read. Mostly adjusted to expected expenses based on when memberships paid etc as part of journaling in 2023 or 2024. Have written off the amount of Ynys Fawr from R&D process. Found a similar entry to 2014 or 2015. Suspects it was an amount they thought they wrote off several years ago as bad debt but hadn't moved it to be written off, so that's now been journalled appropriately by auditors so its done properly and shouldn't show up in future audits. Directors Report that needs to be updated was who resigned in the last year, who was appointed, the various positions that are held by each of us and an information on directors section. They have the content from last years, so Tam can update that. Rachel, Alex and Bron need to send through their Quals, Experience, SCA awards and special responsibilities with how long they have been in the sca before. Can see an example in the directors report Tam sent out. Need to identify how many meetings we have all been in.

Did BAS. Paid \$4k GST last quarter of 2023.

Needs to speak to helouys

Something happened with payment overseas for the heraldic registration. Need to follow it up as it was sent back. Might need to be approved again.

The financial report will need to be approved and sent out to members at the appropriate time 6 weeks before the meeting. May need to be approved out of session.

AGM coming up. Need the publications to be put out there.

ACTION: Rachel, Alex and Bron to email Tam required info

ACTION: Katherine to contact Bron to ask for her info to include in Directors report

ACTION: Tam will msg Katherine to remind her and to list required info

9 Other Board business

10 motions out of session Motions carried out of session

Next Meeting: 15 April 2024, 7:00pm AET

Meeting Close 8:0pm.

Actions to be completed

All:	Alternate crown
Chair:	Gin gin lease – contact lawyer to get a standard lease to have on hand. Katherine will tell gui about it – child safety policy and marshals Board nominations follow up and other related details Contact Bronwyn about audit report inclusion
Secretary:	Letter to lawyers about data retention
Treasurer:	Message katherine about what needs to be included in directors section of audit report
Kingdom seneschal:	
Other	Rachel, Alex and Bronwyn to email details to Tam for audit