



# Society for Creative Anachronism Ltd (Australia)

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## SCA Ltd Board Meeting: PUBLIC Minutes Meeting held: 19 November 2024

Category	Description	Action Required
<b>Attending:</b>	Tam Hovenga (Chair), David potter (treasurer) , Tegan Brinkman (Secretary), David Potter (treasurer), Debora Lane Mandy L'Estrelle, Rachel Horne.	
<b>Observers:</b>	Ray Gleeson (kingdom Seneschal)	
<b>Meeting Start:</b>	7:03 pm	
<b>Apologies:</b>		
<b>1 Conflict of interest disclosures:</b>	No conflicts of interest were identified	
<b>2 Minutes of the previous meeting and actions arising</b>	<p>Motion: approve the minutes of meeting held 22nd October 2024 – PASSED</p> <p>Food safety</p> <p>Previous decision on feasts was to allow feasts during our review could continue as it's a large part of our activity</p> <p>Fundraising events are not captured by legislation Thus can proceed with no food safety supervisor</p> <p>Ref: 3.2.2A-2 note 1: fundraising event means an event that raises funds solely for a community or charitable cause and not for personal financial gain</p> <p>3.2.2A -3</p> <p>(2) this standard does not apply to the handling of food for or at a *fund raising event.</p> <p>Recommendations:</p> <p>Food safety policy is needed to cover the new changes in legislation. The above recommendations is the early stages of this food safety policy. Cooks guild to be bought into the process of this.</p> <p>Separate the notices between feast and fundraising decisions due to the needs recommended above.</p> <p>Motion: all fundraising activities are exempt from legislation and so can proceed with no food safety supervisor – passed</p>	<p>David: to post about fundraising exemption and give to KS for distribution after board email review</p> <p>To organise a working group to work on the policy</p>

Motion: to establish a working group for food safety policy creation – passed	
Square and card reader	David to complete and report back
Haven't looked at square yet its on	
Stegby accounts	
Go through verify the remove all access to accounts except for controlling barony	David to complete the process
Held by barony, available for their use but not used for at least a year	
Sign in forms - completed	Tegan to upload the document
Motion: to approve use of the updated member sign in forms - carried	
Weapons webpage - ongoing	Tegan to continue webpage review
Membership card update – emailed today	
To registrar to review and let us know if they need aid in implementation	
Wooden lance and insurance waiver –	
The insurer does not usually provide cover for the activity of jousting, Andrew McKinnon is the only person approved to oversee this activity.	Tegan to contact marshalls in regards to jousting etc
The insurance would need to discuss and review how and what your approval process for the activity and the person/s managing the activity going forward	
The insurer however will provide cover under strict risk management guidelines	
In regards to waivers this can be completed once a year by members.	
Equestrian Marshall – and earl marshall appetite for wood lance jousting and reconcile the handbooks society and kingdom if there is.	
Child safety policy	Chair to continue the review
There are a number of parts that need to be reviewed and some parts need to be removed as they are not applicable.	All to send commentary on it
Further discussion to be taken to email	
Registered trademark	Deb to continue the process of registration
There are several conflicts but there is enough difference to allow the registration	
Application fee 200	
Logo protection for 10 years registration fee 330	

Motion to approve up to 600 to register our  
trademark - carried  
Poll on police checks  
DEI officer handbooks - ongoing

All offline commentary  
on the report

Ks to continue the  
process

### **3 In camera**

Redacted

### **4 Speaking as a Board member / Environmental Scanning**

Post by Hospitalier about being nice to people after an  
election – on personal pages complaints arose that they  
felt they could not call out bigots etc because of impolite

Ks: to approach  
Hospitalier to clarify the  
code of conduct and  
post

### **5 chairs report**

Mostly been working on the child safe policy and  
managing a bunch of communications

### **6 Kingdom Seneschal's report**

The Kingdom has a new web wright, Sorle Maknicoll.  
Masonry Deputy is still in the application phase, we have  
two current candidates. The Keeper of Regalia position  
has been advertised. Rowany has a new Seneschal,  
Ykaterina Vaginavich Bychkov (Katya Ghirardello), to  
step up in April next year. Stowe, Southron Gaard, and  
Ynys Fawr are currently seeking a new Seneschal.

The Barony of Stormhold have been successful in their  
bid to host Spring Crown Tournament in September 2025.  
There is currently a bid being assessed for Spring  
Coronation 2025 by River Haven.

I have separately emailed regarding a discussion with  
Seneschals about proposed WWC and police checks for  
officers. The WWC check suggestion was not seen as  
necessary. Most officers have little interaction with  
children and the Seneschals did not see the value. There  
was also little interest in have all officers perform a police  
check. Roles such as A&S and Heralds did not see why  
they should perform this. Alternatively there was a definite  
acceptance of a police check for Seneschals and Reeves.  
I still have concerns about a possible reduction in  
candidates if we add extra requirements, but the  
Seneschals themselves could see a reason for this.

I have asked Jeremy to join this meeting to discuss the  
next steps for the Alternate Crown process. How the  
Board can implement a test tourney.

SCANZ committee requested that the position of Deputy  
Exchequer for New Zealand be advertised. This has been  
done and there have been no applicants.

I have reached out to other Kingdoms to get copies of  
their DEI documentation as a basis for Lochac DEI  
officers. That's a work in progress.

**7 Secretary's report**

Planning out action for dropbox will try to complete over December January 'break'

Tegan to complete action on dropbox

Sanctions etc most current or into the activitve files

Those left archived every 3 years

Meetings – 3 year

Nikephoros Gorgonites – revoked membership? – likely a mistake

Tegan to email about the mistake

Scanz corpora email forwarded to board – chair to attend.

Review on coc still ongoing, revision with QR code to be noted in the document

Tegan to upload coc

**8 Treasurer's report**

**Bass statement sent off**

**Zeller letter to be sent – email**

**Zero error reconciled**

**Non reconciled transaction report in zero**

**Accounting people review if its money well spent on the firm because Zero licencing – accountants own the licence**

David to report back on the accountant review

**Motion to write off 3845.48 ynys fawr account for crownation 2021 as bad debt – passed**

**9 Other Board business**

Board member additional – two responded

One didn't sent an application Might have fallen through.

Nicole commentary given on application registrar

To observe the meeting

No other formal applications

Wombaroo contract

Update chair name and email

Chair to respond to Wombaroo contract

Motion to accept the Wombaroo contract with the alteration of chair name and email – passed

Alternate crown discussion

Its nearly a month the report was tabled

Chair: speak to scanz, publish notice to Pegasus, discuss with crown

It would be of benefit to acknowledge the report publicly

Must talk to scanz

Although we got 60% it would not be a benefit to drill down to specifics

Trends there are few that are tied to the current model

And aren't many completely opposed to the option

Everyone wants to stir things up and have a change

The discussion on alternatives had the inclusive options fall away

The popuace wants a show as well as more options

Very small do nothing

Very large do something

The Americans are doing a trial under a clause of interpretation of rules

We can also do this but would require a change of Lochac law to implement permanent change

Recommendation is to trial during the next selection process various alternatives in 2025 given the opportunity to include the current crown in the discussion

Motion: for the board to thank the alternate crown selection working group for their wonderful and diligent work on the report - passed

#### 10 motions out of session

**Next Meeting:** 10<sup>th</sup> December 2024, 7:30pm (Australian Eastern Standard Time)

**Meeting Close** 9:15 pm.

Actions to be completed	
<b>All:</b>	Read over and give commentary on child safe policy Read over and provide commentary on police check poll
<b>Chair:</b>	Continue review of child safe policy to respond to Wombaroo contract speak to scanz, publish notice to Pegasus, discuss with crown on alternate crown
<b>Secretary:</b>	upload the sign in transaction form weapons webpage - update the links if necessary. Look into stat dec upload COC with revision note to check and update the secretary manual and prepare for handover update dropbox email marshals about wood lance email about the error in arms roll
<b>Treasurer:</b>	Continue the review of the financial policy Food safety- fundraising exemption and give to KS for distribution after board email review To organise a working group to work on the food safety policy to complete and report back on square and card reader to complete the stegby account process to report back on the accountant review
<b>Kingdom seneschal:</b>	to approach Hospitalier to clarify the code of conduct and post to continue the process of DEI handbook etc
<b>Other</b>	Deborah to re registering the trademark

<https://www.dropbox.com/scl/fi/0s5bl56aji4mtn18bylyv/Proposed-Board-changes-Responses-Google-Sheets.pdf?rlkey=34kwk9tl2r5bgsI7i2row2mcg&st=7rtf4kaz&dl=0>