



Society for Creative Anachronism Ltd (Australia)

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SCA Ltd Board Meeting: PUBLIC Minutes.

Meeting held on: 20th April 2026 7:30pm AEST

Category	Description	Action Required
Attending:	Catherine Connor (Chair), Nicole Hellessey (Secretary), Craig Hutchinson, Rhys Howitt (Treasurer), Simon Miller, Mandy L'Estelle, Alison Carr	
Observers:	Tegan Hunter (Kingdom Seneschal),	
Acknowledgement and Welcome to Country/ Meeting Start:	7:33pm AEST	
Apologies:	David Potter	
1 Conflict of interest disclosures:	No conflicts of interest were identified	
2 Minutes of the previous meeting and actions arising	<p>MOTION: Minutes from meeting held March 8th, 2026 approved. Moved: Catherine Seconded: Simon All for. None against. No abstains. <u>Motion Passed.</u></p> <p>Alt Crown expert groups – East Kingdom's "Reign of Steel" has ended. Commentary to SCA Inc Board is now open about success of reign and in particular things that worked/didn't work needing feedback. Nicole has asked to write a letter on behalf of SCA Ltd to SCA Inc stating our perspective on its success and what it has done for our part of Lochac in advancing rapier and garnering excitement from the populace.</p> <p>Digital Authorisation Cards – No updates. Needs to catch up with Nico.</p> <p>Siege/Legal Weapons – Having discussion with KEM this week post-Festival.</p> <p>DEI Officer Position – DEI Policy done. Need to double check decision from SCA Inc. January 2026 Minutes which should be released end of April 2026 for consistency with our policy documents before adoption.</p> <p>Information Management Policy – Rhys has asked for clarification for some things on Dropbox, Forms and Member Information before progressing this policy forward. A draft of the Policy has been sent to Helen Brinsmead for review as she does this work mundanely, initial feedback has been sent to Rhys.</p> <p>Financial Policy – No updates until Info Mang Policy finalised.</p> <p>Long-term Data Storage options – No updates as David absent.</p>	Secretary to upload to website

Constitution Committee – Draft sent out to Board. No comments received.

MOTION:

That the Board approve the draft Constitution be sent to the populace for commentary prior to the 2026 AGM.

Moved: Seconded:

All for. None against. No abstains. **Motion Passed.**

Food safety Policy – No updates as David absent.

Companion Card Policy Updates – Alison to carry this forward, Nicole to send Alison feedback from populace and Board.

Social Media Policy – Final Draft from KSMO to be sent to BoD this month.

Acknowledgement of Country – Need to be more “you will do this” and not “can you please do this”, Crux Australis may need a little push to do this.

NOTE: other actions arising are listed in position reports

3 In camera

4 Speaking as a Board Member/Environmental Scanning

Simon discussed event pushback from B&B in Polit, idea is to combine FoG and Coronation. However, price seems to be a sticking point.

5 Chair’s report

Talking to all the people and progressing things as necessary.

6 Kingdom Seneschal’s report

Passalacqua has become an Incipient College at Festival! We have a new Kingdom Chirurgeon, and we are having discussions about what the role should be at a Kingdom level.
Looking for new Kingdom Crown Events deputy as current one may be a little burnt out.
Situation of ongoing “things” not dire, deputy acting as ombudsman on it.

7 Secretary’s report

Correspondence Report –
Registrar reached out with question regarding name changes for trans/non-binary members, passed onto Simon and Megan, passed information back to Registrar on answer. Potentially need this as a standard answer somewhere, whether in DEI Policy or elsewhere like in Registrar FAQ?
Simon suggests adding to Constable Handbook, Event Handbook, on digital event ads?

AGM – Website updated and links to proxy form, Zoom tech, draft Agenda, draft financial report and 2025 AGM Minute draft added.
Zoom link set up including registration for link and polling questions (can be edited closer to date if necessary).
Need to send out AGM notice to Announce and request for new BoD members particularly VIC and QLD.

Chair: Catherine Connor
Deputy Chair: Simon Miller

Treasurer: Rhys Howitt
Secretary: Nicole + deputy?

Updated Board Website – January Minutes added

8 Treasurer's report

As of 18 Apr 2026, there was \$24,116 in the Corporate account and \$1,171 in the Credit Card. There was \$16,231 in the PayPal account. (Expecting to pay up to \$25K for insurance by June.)

Notable payments recently: * Nil

No further action on EFTPOS Air and Westpac OnlinePay. I should get back to it soon. It is being used.

Nothing further on PayPal – David, were you able to work it out?

Officeworks has increased our limit to \$1000, at my request.

The audit was completed and the annual accounts have been finalised, to be signed off with Catherine today. This was a lot of work. Thanks to those who responded at short notice to help me respond to the auditor's queries. The auditors found some significant mistakes by the accountants in recognising branch transactions in the main account, which have been rectified.

9 General Business

10 Motions out of Session

MOTION:

The Board approves the audit fee of \$5400 and the FY2025 Directors' Report and Financial Report, subject to biographical edits submitted to Rhys Howitt.

Moved: Rhys Seconded: Catherine

5 ayes, no abstains or nays. **Motion passed.** (April 8th, 2026)

Next Meeting:

Tuesday 7.30pm AEST May 26th, 2026 (Australian Eastern Standard Time)
(to be updated according to Doodle poll results)

Meeting Close

8:17pm

Actions to be completed	
All:	
Chair:	
Secretary:	
Treasurer:	
Kingdom seneschal:	
Other	