Society for Creative Anachronism Ltd (Australia)

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SCA Ltd Board Meeting: PUBLIC Minutes. Meeting held on: 24th September 2026 7:30pm AEST

Category	Description	Action Required
Attending:	Nicole Hellessey (Secretary), David Potter, Simon Miller (Deputy Chair – Meeting Chair), Craig Hutchinson (quorum for Board meetings is 1 Exec and 3 Board members – Section 35.3)	
Observers:	Megan Watts (DEIB Officer)	
Acknowledgement and Welcome to Country/ Meeting Start:	7:30pm AEST	
Apologies:	Catherine Connor (Chair), Rhys Howitt (Treasurer), Tegan Hunter (Kingdom Seneschal), Amanda L'Estelle	
1 Conflict of interest disclosures:	No conflicts of interest were identified	
2 Minutes of the previous meeting and actions arising	**MOTION:** Minutes from meeting held August 16th 2026, be approved. Moved: Simon Seconded: David All for. None against. No abstains. **Motion Passed.**	Secretary to upload to website
	Digital Authorisation Cards – Is progressing but Simon doesn't have full details yet. Craig, Lokki and others have chatgroup to discuss what to have in database and layout, how does it differ to current marshal database. Getting marshallate to agree on it is going to be the hard part. They are developing backend, David has started developing the front end.	Simon to discuss with Jeremy Gregson and Alex West David and Simon may need to be added to chat with other fighters.
	Siege/Legal Weapons – No updates for at least another month at the moment	Craig to continue progressing
	Information Management Policy – Awaiting feedback from Board before final draft approved.	Nicole to send to David for further edits before sending to Rhys.
	Financial Policy – No updates until Info Mang Policy finalised.	Rhys to send to Rebecca Garney for comments once back
	Warranted Officer Policy – to be inline with SCANZ, needs someone to take this on. Nicole to take SCANZ Policy and see what would need changing to bring in line with AUS law. Needs to contact SCANZ and see if they are okay with Cut and Pasting it.	Secretary to contact SCANZ for their policy and see if happy with us Cut and Pasting it
	Health and Safety Officer vs Chirurgeon – Takes role out of game and would be under the Board, deals with mundane things such as medical conditions, real names, laws around food safety and safe work practices for putting up larger marquees etc. Do we think this is a good idea, if so, how do we want to go about implementation? We have roughly a year to decide, as current KC has a year until their warrant ends. Token for last one in position?	

	Bullying and Harassment Policy - Simon has had a look over it	
	Constitution Definitions – Seems to conflict itself in places, may need guidance from a legal professional. Put into Constitution "SCA Ltd will not release a list of members/shareholders to the public under any circumstances and will only release it to Paid Members on reasonable request."	Adjust Constitution accordingly.
	Food Safety Policy – David has started first draft based on discussion with Cook's Guild members. May need to add something to do with appointing a Food Safety Officer for events as we sell food. Could be Head Cook for the event or anyone else at the event.	David has started discussions with members of Cooks Guild.
	NOTE: other actions arising are listed in position reports *NOTE: Rhys left during this section of the meeting due to family commitments and wasn't present for motions voted below or to give his Treasurer's Report.*	
3 In camera	None	
4 Speaking as a Board Member/Environmental Scanning	Queanbeyan Medieval Festival organisers are bad at communicating, may not run next year?	
5 Chair's report	SCANZ/SCA Ltd Affiliation Agreement is ongoing; Secretary has shared document link to Board.	
6 Kingdom Seneschal's report		
7 Secretary's report	Correspondence Report – Registrar nominations, need to select who to put out for commentary. Haven't had any feedback on candidates by Registrar. Originally had 6 candidates but 3 pulled out for various reasons. Remaining candidates are: Ray Gleeson (Master Gomez de Crecy) Helen Jekabsons (Lady Julian Greenwood) Belinda Ostwald (THL Dorothye Torr)	Secretary to send list of all 3 applicants to Announce for commentary
	We received a nomination to the Board from Jo McKaskill (Cailleach Dhe inghean Ui Dhubhghaill) in QLD. Needs to apply for Director ID but if they can do that we are happy to accept nomination to Board? **MOTION:** To accept Jo McKaskill as a general member of the Board. Moved: Nicole Seconded: Simon All for, none against. No abstains. **MOTION PASSED.**	Secretary to contact Jo and get them up to speed with BoD stuff
	Secretary tried poll with Nuudel site that KS suggested, was it better or easier than WhenAvailable??	
	Acknowledgement of Country – Secretary to send draft to Simon who is happy to look over what Nicole has prepared. DEIB Officer recommends leaving it to personal preference with wording (in language) but acknowledge it is from SCA to Country not from the	Secretary to email draft to Simon and Megan to look over

person to Country. “Always was, Always will be” can be seen as protest language, and inherently conflict based, personal belief into corporate space (political language). Reasonable to ask for Acknowledgement of Country to be ”approved” by local Baronage/Crown of anything that is not reasonably standard wording.

Lochac Ombudsman has reached out regarding the new Alt Crown Proposal guidance for SCA Inc. Have forwarded to the ACWG, but haven’t had response yet as to what they are doing with added information.

Secretary to email ACWG and message Ray Gleeson/Nico about picking this up again.

KYO (Compliance) has asked for assistance with role, email, warrant etc – KS and KYO seem to have this in hand now.

DEIB Officer has had warrant added in Registry under SCAA, new email set up, officer has asked Board members to please fill out poll at: https://forms.gle/WBsthmTD2hPqcPieA
This is to gauge how much the Board is aware of and across DEIB currently.

Victorian University Medieval Club (VUMC) has reached out about forming a college affiliated with SCA Ltd (AUS). Have sent documents to them and included Chair and KS in discussions as needs similar set up as Passalaqua.

KSMO – AI policy needed for AUS, could mostly utilise US SCA Inc policy but make it our own.

Updated ASIC director list (removing old directors), as well as ABR list and ATO list, so they all match now.

8 Treasurer’s report

As of 23 Sep 2026, there was $31,938 in the Corporate account and $3,026 in the Credit Card. I have emptied the PayPal account, and memberships now all go to the Corporate account.

Actions from last meeting:
Information Management Policy to be sent to Board for continued revisions – holding until the current sanction issue clears. Nicole has looked over it briefly and will send feedback once Rhys is back in the country.
Look into amount to increase membership fees in the next 12-18 months – no action yet. David suggests taking the action to the AGM.
Contact Rebecca Garnsey about Financial Policy feedback – not yet.
Rhys overseas 25 Sep to 18 Oct. Contact Exchequer Nico or David if assistance needed, Treasurer available by email.

9 General Business

DEIB Officer thanks those that have filled out survey so far.
Hopes to give response at next meeting. Will give updates quarterly. How does Board feel about data collection? Historical and more recent?

	Limited in understanding our standing in DEIB without data. Wants to work with Registrar and Board to add optional questions to membership, opt in, anonymised. Only accessible to relevant parties.	Megan to discuss with Nicole and Registrar
	Creation of Diversity Council, similar to Drachenwald, 3-5 people with different perspectives across Australia with DEIB issues, as a think group for responses, training, development within SCA Ltd bounds. May have a few people already interested in helping, may need to advertise.	
10 Motions out of Session	**MOTION**: The Board approves Megan Arthur as DEIB Officer under the Board of SCA Ltd (Australia). Moved: Nicole Seconded: Simon All for, none against. No abstains. **Motion Passed.** (2nd Sept 2026)	
Next Meeting:	Tuesday 7.30pm AEST October 20th , 2026 (Australian Eastern Standard Time) (to be updated according to poll results)	
Meeting Close	8:43pm	

Actions to be completed	
All:	Look at generating policy similar to SCANZ around Warranted Officers and how, when and who warrants them, scope of roles, etc. Health and Safety Officer vs Chirurgeon – to be more inline with SCANZ and take it out of game and into mundane realm. Need someone to take it on Risk Policy/Management – may need to contact David Hurst (Gib) as they have extensive Risk Management background and are willing to help with policy All Board members to please fill out poll at: https://forms.gle/WBsthmTD2hPqcPieA
Chair:	-
Secretary:	Secretary to email Simon and Megan with reply to Crux Secretary to send list of all 3 applicants for Registrar to Announce for commentary Secretary to upload August Minutes to Website Secretary to get Warranted Officer Policy from SCANZ and adjust to fit SCAA Ltd Secretary to email ACWG and message Ray Gleeson/Nico about picking this up again. Secretary to contact Jo and get them up to speed with BoD stuff Secretary to send feedback to David on Info Policy, before adding edits to Rhys
Treasurer:	Look into amount to increase membership fees in the next 12-18 months Contact Rebecca Garnsey for Financial Policy feedback (post-Spring Crown)
Kingdom seneschal:	-
Other	Simon to discuss digital authorisation cards with Jeremy Gregson and Alex West. David and Simon need to enter fighters chat to bring UI and database together. Craig to continue following up siege weapons with KEM and Society Marshalate David to continue working with Cook's Guild to go over Food Safety Policy updates Simon to continue updating Bullying and Harassment Policy (Almost Done!) Simon to continue collecting evidence from Barony officers and reach out to Simon Gerrard directly Health and Safety Officer vs Chirurgeon – Board has roughly 12 months to decide and make amendments for when current KC steps down/changes over DEIB Officer to work with Board and Registrar on adding optional data collection questions to membership forms