



Society for Creative Anachronism Ltd (Australia)

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

SCA Ltd Board Meeting: Minutes

Meeting held: 8 August 2017

Category	Description	Action Required
Attending:	Michele Le Bas (Chair), Ray Gleeson (Deputy Chair), Georgia Winter (Secretary), Kate Turley, David Beresford, Tim Liersch (Treasurer)	
Observers:	David Hurst, Clem Avenell	
Meeting Started:	7.30pm (Sydney Local Time)	
Apologies:	Simon Miller, Jeremy Gregson	
Confirmation:	Minutes of last meeting Motion: That the June minutes be accepted as a true and correct record. Moved: Michele Le Bas Seconded: David Beresford Decision: Carried	
Notification:	Conflict of Interest Disclosures Nil	
Notification:	Speaking as a Board Member / Environmental Scanning Michele explained these items to Clem. Tim noted Affiliation agreement renewal is due Dec17. Added to calendar	
Report:	Chair A verbal report was given. Michele to draft a mission statement based on wording in our Constitution.	Mission Statement to be drafted by Michele
Report:	Secretary Nothing to report.	
Correspondence:	None noted	
Report:	Treasurer As attached MOTION: To pay The Society for Creative Anachronism Inc (USA) US\$3,543, representing US\$3.00 for each of 1,181 adult paying members, in annual affiliation fees. Moved: Tim Liersch Second: Michele Le Bas Decision: Carried	
Report:	Kingdom Seneschal n/a not present	

Item: **Risk Management Uplift (David Hurst/Michele)**
David Hurst discussed his proposal to the Board on a Risk Management Framework. The document was well received and the Board will consider it.

Item: **Festival and AGM 2018 (Ray)** Ray to confirm AGM date with Katherine
When will we have the AGM at Festival in 2018? Ray to discuss with Katherine for a proposed time 5pm Friday. The change will need to be communicated with the membership once confirmed.

Item: **Potential Board Member (Georgia/Michele)**
Georgia left the meeting at the start of this item due to conflict of interest.
The potential Board member's application was discussed between him and the Board members.

Item: **Topics under heavy debate by members (Michele)**
Several topics currently under heavy debate by the membership on social media were noted and discussed. No action required as at this point it is environmental scanning.

Item: **List of things to discuss via the list:**

Notification: **Motions passed by email since last meeting**
Motion: To transfer \$503.18 to Lochac due to the mistaken delivery of Stormhold Kingdom levy to the corporate account rather than the Lochac account

Moved: Tim Liersch
Seconded: Ray Gleeson
Decision: Carried

Item: **General Business**
Next Meeting: Tuesday, {date} at 7:30pm (Sydney Local Time)
Meeting Closed: 9:34 pm (Sydney Local Time)

Attachments:

Treasurer's Report

SCA Ltd
Corporate Division
2017 Budget Tracker

Author: Tim Liersch Date: 01/07/17
50.00%

<u>Revenue (excl GST)</u>	2014	2015	2016	2017 YTD	% of 2016
Memberships	29,873.00	33,913.26	35,368.36	21,032.95	59.47%
Donations	1,398.00	528.00	355.00	314.02	
Bank Interest	195.37	49.23	27.78	19.34	69.62%
Sale of Goods	291.36	2,727.27	.00	.00	
Total	31,757.73	37,217.76	35,751.14	21,366.31	59.76%

<u>Expenses (excl GST)</u>	2014	2015	2016	2017 YTD	% of 2016
Accounting/Auditing Fees	7,172.85	13,557.92	15,357.70	10,790.10	70.26%
Affiliation Fees	.00	11,980.00	6,578.62	.00	.00%
Bank/Paypal Fees	138.99	969.24	1,127.06	735.15	65.23%
Corporate Travel	.00	750.88	330.68	.00	.00%
IT expenses	90.91	118.58	41.04	139.00	338.69%
Other Fees	4,352.60	426.36	609.00	475.73	78.12%
Insurance	21,258.51	24,686.66	24,976.53	21,714.53	86.94%
Pegasus	966.43	127.27	.00	.00	
Postage	124.55	992.28	838.70	738.78	88.09%
Stamp Duty	1,242.42	.00	1,158.17	1,480.54	127.83%
Stationary	265.31	463.95	406.72	554.14	136.25%
Miscellaneous	647.29	-24.18	500.00	.00	.00%
Total	36,259.86	54,048.96	51,924.22	36,627.97	70.54%

Cash Flow Position:

09/05/16	Corporate Account	18,978.95	
plus	Donations Account	1,327.47	
plus	Paypal Account	17,839.54	
less	Anticipated GST bill	-9,777.84	
less	Anticipated Event membership bill	-5,060.00	
less	Floats on issue	.00	
less	Contingency Fund	-20,000.00	<i>Requires proper evaluation.</i>
Equals	Total	3,308.12	

Floats on issue:

Nil	.00
Total	.00