



# Society for Creative Anachronism Ltd (Australia)

Website: <http://www.sca.org.au/board> Email: [chair@sca.org.au](mailto:chair@sca.org.au) or [secretary@sca.org.au](mailto:secretary@sca.org.au)

## SCA Ltd Board Meeting: Minutes

Meeting date: 21 November 2017

| Category        | Description   | Action Required  |
|-----------------|---|--|
| Attending:      | Michele Le Bas (Chair), Ray Gleeson (Deputy Chair), Georgia Winter (Secretary), Tim Liersch (Treasurer), Kate Turley, David Beresford, Simon Miller and Clem Avenell.   |  |
| Observers:      | Daniel Dunbar (Kingdom Seneschal)   |  |
| Meeting Start:  | 7.35pm (AEST)   |  |
| Apologies:      | None  |  |
| Confirmation:   | <b>Minutes of last meeting</b><br>These were passed via email.  |  |
| Notification:   | <b>Conflict of Interest Disclosures</b>   |  |
| Notification:   | <b>Speaking as a Board Member / Environmental Scanning</b><br>Tim flagged an issue in the Facebook chat regarding the SCA worldwide Facebook page for China. It would appear that the Chinese members feel more closely affiliated with Aethelmark. This is an area to keep an eye on.<br>Simon was chatting at Pennsic regarding purchasing of some items for Pennsic – this can be held over for another meeting.<br>Kate mentioned local Adelaide news – there has been some talk about a study at UQ around concussion in contact sports. This is a new study, looking for participants.<br>Simon noted legislative mumblings around the national firearms agreement. There are new gel guns, some of which are air powered which are classed as firearms. Changes to the firearms act may impact our RBGs. | Clem to request a copy of the grant papers and the outcomes.<br>Ray to pass on to KRM for discussion with Marshallate. |
| Report:         | <b>Chair</b><br>Michele welcomed Clem to the Board, and Daniel as the new Kingdom Seneschal.<br>Looking forward to the AGM, we are looking to see who is interested in taking on an Executive Role on the Board.  |  |
| Report:         | <b>Secretary:</b><br>A couple of emails, one from Hospitaller and one from another party to be discussed later.<br>A new lease from Politarchopolis has just come in, to be disseminated after the meeting.   | Georgia to forward Polit lease to the Board.   |
| Correspondence: | Two positive outcomes from WWC checks in Victoria. These should be kept at local level, and to be sent to the Youth Officer.<br>Jeff Nicholson still has been unable to find additional key to post office. The PO will require the lock to be changed.   | Tim to scan and email to seneschals of these groups.<br>Simon to ask Jeff to sign a statutory declaration              |

regarding the lost key, in order for us to replace it. Tim to organise replacement.

Report:

**Treasurer**

There has been a changeover in the offices of Society Exchequer and Corporate Treasurer. Tim would like to catch up with them in the near future, to strengthen ties.

Gulf Wars – they send some money to the Kingdoms who have deemed to be of assistance during the event, including Lochac. This has been referred to the Exchequer. This will be used to offset funds for the Heraldry fees that Lochac pays, in order to save on international transfer fees.

Burnfield – small issue with pre-signed blank cheques. This is being handled locally, including removing the previous Reeve from the bank account. This is a breach of financial policy. At this point no further action needs to be taken, it was a risk rather than an incident.

Politarhropolis have identified a local policy of kids being free at events. This has been to attract families to events.

Tim’s term is up at the AGM, and he will be asking the Reeves if anyone is interested at that time.

Some paperwork outstanding – it appears that the bank has lost it – this to be re-presented to Westpac.

Board to keep an eye on data, see how this progresses.

Tim and Edine to follow up on this.  
Tim to add BAS dates to Calendar.

Report:

**Kingdom Seneschal**

The China correspondence is progressing, but as Daniel has just stepped up, he has no report to give at this time.

Item:

**Code of Conduct review (Ray)**

Some changes have been made to the Policy.

Suggest policy is reviewed from a legal background, including definitions. Social Media policy also to be reviewed. This to be conducted by an external third party. Suggest single page for display, without the purpose, as this doesn’t need to be shown at every event.

Addition of ‘and vulnerable persons’ to ‘young people’.

Kate to approach external bodies for some suggested legal expertise for review. Separate single page version to be produced for display at events, full policy to be on web site.

Item:

**Proposal from Hospitaller (Georgia)**

This seems to lack specificity, but that isn’t necessarily a bad idea. This is relatively short, and it needs to cover what we are for, rather than what we are against. The statement is suggested for the Corporate site, in addition to being linked on some local sites.

It has been suggested we reference courtesy and honour, rather than chivalry. Remove reference from formal prayer. Remove second reference to Western Europe. Include ‘Pre 17thC rather than renaissance and medieval’.

Georgia to add to Dropbox in word, for all members to make notations. From there, Georgia to liaise with Brigid to tighten this up.

|       |   |  |
|-------|---|--|
| Item: | <p><b>Child Protection Policy (David)</b><br/>                 There are some links to corrections and policies, but this will be minuted after the meeting.<br/>                 This will be minuted after the meeting.</p>                                       | <p>David to send this to Youth Officer and then out for general commentary for two weeks, after the Board has agreed the policy.</p>   |
| Item: | <p><b>Policy Reviews (Michele)</b><br/>                 A reminder for all to use track changes when reviewing policies to enable the Board to see corrections and updates easily when reviewing drafts.</p>  | <p>Everyone to progress with their assigned policy reviews</p>   |
| Item: | <p><b>Forthcoming leave Chair and Secretary (Michele)</b><br/>                 Chair will be on holiday overseas from 14/12 – 16/01/18.<br/>                 Secretary is taking a leave of absence from 11/12 – late January due to having surgery.</p>            | <p>Deputy Chair will be a/g Chair for this period including chairing the January meeting.<br/>                 Kate will cover December minutes, and Simon to cover January minutes.</p> |
| Item: | <p><b>Risk Management Uplift (Michele)</b><br/>                 Members to review this document so we can discuss next steps and to see if they would like to be directly involved with this.</p>   |  |
| Item: | <p><b>Motions passed by email since last meeting</b><br/>                 29 October 2017<br/>                 Motion: That due to the change in Rowany Festival 2018 dates, the 2018 SCA Ltd AGM will now be held on Friday 20 April at 5pm, at Camp Wombaroo.</p> | <p>Motioned: Michele le Bas<br/>                 Secinded: Ray Gleeson<br/>                 Carried</p>  |
|       | <p>31 October 2017<br/>                 Motion: That the board accepts the minutes of 8 August 2017 as a true and accurate record of the meeting.</p>   | <p>Motioned: Georgia Winter<br/>                 Secinded: Michele le Bas<br/>                 Abstained: Tim Liersch<br/>                 Carried</p>                                   |
|       | <p>31 October 2017<br/>                 Motion: That the Board alters the proposed start date of Clement Avenell of Western Australia and invites him to join the Board of SCA Ltd effective from 1 November 2017 for a term ending at the SCA Ltd 2021 AGM.</p>    | <p>Motioned: Michele le Bas<br/>                 Secinded: Georgia Winter<br/>                 Carried</p>   |
|       | <p>6 November 2017<br/>                 Motion: That the minutes of 17 October 2017 of the SCA Ltd Board be accepted as a true and accurate record.</p>   | <p>Motioned: Georgia Winter<br/>                 Secinded: Michele le Bas<br/>                 Abstained: David Beresford<br/>                 Carried</p>                               |

- Item:**                   **General Business**  
Three people are leaving at the AGM – Michele, Ray and David. We will be looking at recruiting very early in the new year.  
The Deputy Chair role is looking to be enhanced, to lighten the load on Chair and Secretary, and also to give the Deputy Chair a good role to lead and assist in executive succession planning and development.
- Next Meeting:**       Tuesday 12 December, 7.30pm AEDST  
Georgia will be an apology for December meeting.  
Michele will be an apology for the January meeting.  
Tuesday 9 January, 7.30pm AEDST
- Meeting Close:**     9.20pm (ADEST)