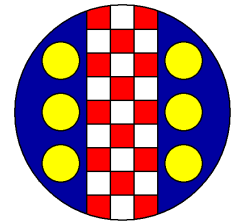


The Society for Creative Anachronism Ltd



Treasurer's Report for 2018

I am pleased to present the SCA Ltd Treasurer's report for 2018. This document is just the end product of over a year's worth of hard work and collaboration between all of the financial officers of SCA Ltd, as well as those others who lend assistance, advice, and support just because they can. I am immensely grateful to all who have helped us get to this point - we could not have gotten here without each and every one of you.

One of the most significant financial changes in 2018 was the introduction of Square. With the ability to take EFT payments and reduce cash handling, we aim to streamline our payment processes (both at events and in the background), and to reduce the risks associated with physical cash handling. A number of branches have started using Square so far, and the feedback I've been getting from them is very positive. I would like to see more branches start using Square in 2019, and I encourage any branch who would like to make the jump to Square to contact me. A key benefit of Square has been the ability to integrate it with Xero to automate the reconciliation of income. Not only does this give us more accurate records, it also allows the critical volunteer role of Reeve to be made significantly less onerous.

A note in the auditor's report, which is something that has been raised in previous years, is the Floats and Cash Advances accounts in Xero. Every branch has one, and they require ongoing diligence and care to manage correctly. Unfortunately this is not always easy. Significant progress has been made in making corrections to these accounts, however the work is ongoing. This is a critical thing for our organisation to manage, and there is one thing that every member of our Society can do to aid in this: support your Reeve. If you are floated money for any reason, are getting reimbursed for branch expenses, or are liaising with third parties: provide the invoices, receipts, and any other financial documents to your Reeve in a timely and legible manner - it matters.

An unavoidable outcome of our 2018 Public Liability Insurance renewal was an increase in our insurance premiums, which went from \$10 to \$12 per member per year. This is payable for every SCA Ltd member, including paying adults and non-paying minors. This increase was not the result of any concerns that the insurer had about our organisation, but the fact that there has been an increase in equestrian-related insurance claims more broadly, and as a result many insurers are increasing premiums for policies that include equestrian coverage. The Board has been exploring options with the insurer to restructure our policies, and this is something we hope to see results of later in the year.

Partly due to the abovementioned insurance premium increase, the Board is currently in a position of having to review membership fees. Although we are not currently at risk financially, it is important that we regularly review Corporate income and expenses to ensure that we are not operating at a deficit - which the Corporate account currently is. There is little to no scope to reduce Corporate operating costs (although it is still being investigated), so increased income is likely the solution. Given that insurance for members is our single largest expense, it is necessary for the Board to resolve these questions with the insurer first. Once these questions have been answered and possible solutions formulated, the Board will consult with the membership before any changes are implemented. The insurance review, as well as the membership consultation, are necessary so that any changes that are made are done in an informed and responsible manner, so that we can ensure the ongoing viability of the SCA in Australia.

The current SCA Ltd Financial Policy document was officially adopted in December 2016, and as such is currently due for review. This will be a large focus of my post-AGM workload, and I will be sending out a request for comments later in the year so that the membership can have a say in reshaping financial policy. Although the current document is an incredibly useful and important resource, we must periodically review all of our policies to ensure that they stay current and relevant. As one might expect, inclusion of policies around Square will be a prominent feature of the review. An inescapable reality of any policy document is that you often don't identify its shortcomings until you actually come to the stage of having to put a particular piece of the policy into action. Over the last two and a half years our organisation has gained a lot of experience in implementing this policy, and as such we've learned a lot about which parts of it are great, and which parts can be better. The knowledge we've gained through this experience will be the foundation upon which we build a better policy.

In Service,

Benjamin Smith
The Honourable Lord Obbi illugi
Director and Corporate Treasurer, SCA Ltd.



Society for Creative Anachronism Ltd (Australia)

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

Butler Settineri (Audit) Pty Ltd
Unit 16, First Floor, Spectrum Offices
100 Railway Road (Cnr Hay Street)
SUBIACO WA 6008

Dear Sirs

THE SOCIETY FOR CREATIVE ANACHRONISM LTD

This representation letter is provided in connection with your review of the financial report of The Society For Creative Anachronism Ltd for the year ended 31 December 2018, for the purpose of you expressing an opinion as to whether the financial report is, in all material respects, presented fairly in accordance with Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board and the Corporations Act 2001.

We confirm that:

Financial Report

We have fulfilled our responsibilities, as set out in the terms of the review engagement letter dated 24 November 2016, for the preparation of the financial report in accordance with Australian Accounting Standards and the Corporations Act 2001 and confirm that the financial report is free of material misstatements including omissions.

Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Australian Accounting Standards.

We have considered the future of the company and the economic conditions surrounding it and have concluded that the going concern assumption is appropriate.

All events subsequent to the date of the financial report and for which Australian Accounting Standards require adjustment or disclosure have been adjusted or disclosed.

The effects of the uncorrected misstatements in the cash balances are immaterial to the financial report as a whole, both individually and in the aggregate.

Information Provided

We have provided you with:

- access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters:
- additional information that you have requested from us for the purpose of the review; and
- unrestricted access to persons within the entity from whom you determined it necessary to obtain review evidence.

All transactions have been recorded in the accounting records and are reflected in the financial report.



Society for Creative Anachronism Ltd (Australia)

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

We have adequate internal controls in place to ensure that all fundraising and donation income, received are banked and recorded in the accounting records.

We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.

We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:

- management
- employees who have significant roles in internal controls; or
- others where fraud could have a material effect on the financial report.

We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial report communicated by employees, former employees, analysts, regulators or others.

We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial report.

We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

We understand that your examination was made in accordance with Australian Auditing Standard on Review Engagements ASRE 2410 and was, therefore, designed primarily for the purpose of expressing a conclusion on the financial report of the entity taken as a whole, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

Yours faithfully

Name: Benjamin Smith
Corporate Treasurer
Director
On behalf of the Board
Date: 12 April 2019

MVDM : YK
SCAL01

15 April 2019

The Directors
The Society for Creative Anachronism Ltd
PO Box 4160
WESTON CREEK ACT 2611

Dear Sirs

THE SOCIETY FOR CREATIVE ANACHRONISM LTD

We wish to advise that we have completed the review of the above mentioned company for the year ended 31 December 2018.

The Australian Auditing Standards require auditors to communicate with those charged with governance as a means of advising the Board of Directors of any matters noted during the course of the review.

Our review involves the making enquires to obtain an understanding of those systems and controls adopted by the company upon which we wish to rely for the purposes of determining our audit procedures. Accordingly, our examination may not have identified all the control weaknesses that may exist. Furthermore, our review should not be relied upon to disclose defalcations or other similar irregularities, although their disclosure, if they exist, may well result from the review procedures we undertake.

We advise that we have not encountered any significant matters during the course of our audit that we believe should be brought to your attention other than the following:

Cash Advances and Floats

Finding

During our review we noted that the Cash Advances and Floats balances in the accounting records for Burnfield, Innilgard, Mordenvale, Politarchopolis, Rowany, Dismal Fogs and St Florian branches were not reconciled correctly as the expenses incurred with the funds were not recorded and therefore the float account was overstated.

Recommendation

We recommend that the cash advanced to members for the purpose of purchasing goods for events are closely monitored and all cash advances must be reconciled to the proof of purchase, ie the supplier invoices. The accounting records should be accurately updated to ensure that the expense is correctly recorded.

Management Comment

The Cash advances and Floats accounts are an ongoing challenge to manage. Significant time and effort has been put in to cleaning these accounts; they are in a much better state now than they were previously, however work is ongoing. Reeve education will be a key part of the solution, and considerations will be made during the scheduled review of SCA Ltd Financial Policy later in 2019.

Unrecorded Liabilities

Finding

During our review we noted that Affiliation fees for the 2018 financial year were not raised as an expense in the accounting records as the fees are not paid during the financial year. Accrual accounting dictates that where expenses are incurred the expense must be recorded even though the expense was not been paid. Where the timing and amount of the expense is uncertain, management should raise as accrual based on their best estimate of the expense, if that is known.

Recommendation

We recommend that management assess the expenses at year end and accrues to expenses that have been incurred but not yet paid.

Management Comment

There have been difficulties obtaining usable payment details for making the payment to SCA Inc, and a different payment method is being sought. SCA Ltd will have no difficulty in making the payment once the payment details are confirmed.

Should you have any questions please do not hesitate to contact me.

Yours sincerely

BUTLER SETTINERI (AUDIT) PTY LTD



MARIUS VAN DER MERWE CA
Director



Income tax status review worksheet for self-assessing non-profit organisations

This worksheet helps non-profit organisations self-assess their income tax status as either income tax exempt or taxable.

WHO SHOULD USE THIS WORKSHEET?

Non-profit clubs, societies and associations should use this worksheet. For example, community service organisations, professional and business associations, and cultural and social societies.

- !** This worksheet is not for any of the following:
- charities
 - friendly societies.

WHEN TO USE THIS WORKSHEET

Use this worksheet if you want to review your organisation's income tax status.

We recommend non-profit organisations review their status:

- on an annual basis
- when there is a major change in your organisation's structure or operations.

WHAT YOU NEED

- Your organisation's constituent or governing documents – for example, the constitution, rules, memorandum and articles of association.
- Information about your organisation's activities, finances, plans, advertisements and history.
- Access to information on our website at ato.gov.au – the quick codes (QC) provided in the worksheet will help you find the information you need using the search function.

HOW TO COMPLETE THE WORKSHEET

- Download a copy of the worksheet to your computer and check that you can save information in the worksheet, or print it and complete a paper copy.
- Place **X** in **all** applicable boxes.
- After answering a question, go to the next question unless directed otherwise.
- Use the 'Notes' boxes to record information about that question, including any follow-up action you need to take.

! If you cannot save a completed copy of this worksheet, print a copy before closing the worksheet.

WHEN YOU HAVE COMPLETED THE WORKSHEET

- Submit it to your Board or Committee for their approval.
- Keep the completed worksheet with your organisation's other records – it shows why and how you worked out your organisation's income tax status and helps future office bearers.

! Do not send the completed worksheet to us.

Section A: Organisation details

1 Full name of the organisation

THE SOCIETY FOR CREATIVE ANACHRONISM LTD.

2 Australian business number (ABN) (if applicable)

1 3 1 1 7 4 0 3 6 4 8

3 Period of review Day Month Year to Day Month Year
0 1 / 0 1 / 2 0 1 8 to 3 1 / 1 2 / 2 0 1 8

4 Reason for the income tax status review

Annual review ☒

Change in the organisation's circumstances ☐

Other ☐ Provide details

Section B: Charity

5 Is your organisation a registered charity?

➤ If you are unsure if your organisation is a charity, refer to [Is your organisation a charity?](#) (QC 16641).

No ☒

Yes ☐ Do not continue to complete this worksheet. Your organisation cannot self-assess its income tax status. You must be registered with the Australian Not-for-profits Commission (ACNC) and endorsed by the Australian Taxation Office (ATO) to be income tax exempt.

➤ For more information about ACNC registration and ATO endorsement, refer to [Endorsement to access charity tax concessions](#) (QC 16239).

Notes

Section C: Exempt entity

6 Does your organisation fall within one of the types of exempt entities listed in the 'Types of income tax exempt entities'?

There are approximately 30 types of exempt entities. Entities that can self-assess their income tax status come from these broad groups:

- Community service organisations
- Cultural organisations
- Educational organisations
- Employment organisations
- Health organisations
- Resource development organisations
- Scientific organisations
- Sporting organisations

➤ For more information, refer to the 'Types of income tax exempt entities' in our [Income tax guide for non-profit organisations](#) (QC 27150).

No ☐ Your organisation is not income tax exempt. You may have to lodge income tax returns and pay income tax.

➤ For more information refer to our guide [Mutuality and taxable income](#) (QC 23099).

Yes ☒

Notes

The Society is a Cultural Organisation, consistent with it's constitutional objectives to research in the field of pre-17th century Western European culture and to present activities and events that recreate the environment of said era.

7 Does your organisation meet all the requirements for that type of exempt entity?

Read the detailed explanation of the requirements for that exempt entity type to make sure that your organisation meets them.

- For more information, refer to the 'Requirements for self-assessing income tax exempt entities' in our [Income tax guide for non-profit organisations](#) (QC 27150).

For many of the exempt entity types, your organisation must:

- be non-profit
- pass one of three tests
- comply with all the substantive requirements in its governing rules
- apply its income and assets solely for the purpose for which it is established.

- For more information, refer to the following sections in our [Income tax guide for non-profit organisations](#) (QC 27150):
- Non-profit requirement
 - Explanation of the three tests
 - Governing rules condition
 - Income and assets condition.

No ☐ Your organisation is not income tax exempt. You may have to lodge income tax returns and pay income tax.

- For more information refer to our guide [Mutuality and taxable income](#) (QC 23099).

Yes ☒ You have self-assessed your organisation as income tax exempt. You do not need to lodge income tax returns, unless we specifically ask you to. Complete Section D: Approval at the end of the worksheet.

Notes

The society passes the test of a physical presence in Australia, and its operations are conducted and expenditure incurred overwhelmingly in Australia - other organisations are responsible for the society's presence in other countries.

Section D: Approval

Name of the person who completed the worksheet

Benjamin Smith

Position held

Corporate Treasurer

Approval by Board/Committee/Trustee

Date

Day Month Year
26 / 03 / 2019

INDEPENDENT AUDITOR'S REVIEW REPORT TO THE MEMBERS OF THE SOCIETY FOR CREATIVE ANACHRONISM LIMITED

Report on the financial report

Conclusion

We have reviewed the accompanying financial report of The Society for Creative Anachronism ("the Company"), which comprises the statement of financial position as at 31 December 2018 and the statement of profit and loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, notes comprising a summary of significant accounting policies and other explanatory information and the directors' declaration.

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the half year financial report of the Company is not in accordance with the *Corporations Act 2001* including:

- a) giving a true and fair view of the financial position of the company as at 31 December 2018 and of its financial performance for the year ended on that date; and
- b) complying with Australian Accounting Standards – Reduced Disclosure Requirements and the *Corporations Regulations 2001*.

Directors' responsibility for the financial report

The directors of the Company are responsible for the preparation of the financial report that gives a true and fair view in accordance with the Australian Accounting Standards and the *Corporations Act 2001* and for such internal control as the directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express a conclusion on the financial report based on our review. We conducted our review in accordance with Auditing Standard on Review Engagement ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*, in order to state whether, on the basis of the procedures described, anything has come to our attention that causes us to believe that the financial report is not in accordance with the *Corporations Act 2001* including; giving a true and fair view of the Company's financial position as at 31 December 2018 and its financial performance for the year ended on that date; and complying with Australian Accounting Standards and the *Corporations Regulations 2001*.

As the auditor of the Company, ASRE 2410 requires that we comply with the ethical requirements relevant to the audit of the annual financial report.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Independence

In conducting our review, we have complied with the independence requirements of the *Corporations Act 2001*.

BUTLER SETTINERI (AUDIT) PTY LTD

A handwritten signature in black ink, appearing to read 'Marius van der Merwe', written in a cursive style.

MARIUS VAN DER MERWE CA
Director

Perth

Date: 12 April 2019

THE SOCIETY FOR CREATIVE ANACHRONISM LTD
ABN 13 117 403 648

Annual Report - 31 December 2018

The Society for Creative Anachronism Ltd
Financial report
31 December 2018

Contents

	Page
Directors' report	3
Auditors' independence declaration	9
Statement of profit or loss and other comprehensive income	10
Statement of financial position	11
Statement of changes in equity	12
Statement of cash flows	13
Notes to the financial statements	14
Directors' declaration	17
Independent auditor's review report to the members of The Society for Creative Anachronism Ltd	18

General information

The financial report covers The Society for Creative Anachronism Ltd ('Company') as an individual entity. The financial report is presented in Australian dollars, which is the Company's functional and presentation currency.

The financial report consists of the financial statements, notes to the financial statements and the Directors' declaration.

The Society for Creative Anachronism Ltd is a not-for-profit unlisted public company limited by guarantee.

The financial report was authorised for issue, in accordance with a resolution of Directors, on ___ April 2019. The Directors have the power to amend and reissue the financial report.

The Society for Creative Anachronism Ltd
Directors' report
31 December 2018

The Directors present their report, together with the financial statements, on the Company for the year ended 31 December 2018.

Directors

The following persons were Directors of the Company during the whole of the financial year and up to the date of this report, unless otherwise stated:

David Beresford	(Resigned 20 th April 2018)
Ray Gleeson	(Resigned 20 th April 2018)
Michele Le Bas	(Resigned 20 th April 2018)
Tim Liersch	(Resigned 9 th November 2018)
Simon Miller	
Kate Turley	
Georgia Winter	
Clement Avenell	
Benjamin Smith	(Appointed 20 th April 2018)
Robert Aked	(Appointed 21 st November 2018)

Short and long term objectives

- To undertake research in the field of Pre-17th Century Western European Culture
- To present activities and events that recreate the environment of said era

The entity's achieves its short and long term objectives through the following:

- As found in Kingdom Law, Corporate, policy and procedure documents
- Demonstrations at Public Events
- Competitions
- Tournaments
- Publishing of research

Principal activities

The Company is an affiliated part of an international organisation devoted to the research and re-creation of pre-seventeenth century life encouraging its participants to employ knowledge of history to enrich their lives and the lives of others through events demonstrations and other educational venues.

Activities during the year consisted of the following events:

- Rowany Festival (Easter national gathering/conference)
- Heavy, Rapier, Archery and Equestrian Tournaments
- Arts and Science Events, e.g. renaissance dancing balls
- Cultural Events, e.g. medieval feasts
- Training in Heavy combat, Rapier, Archery and Equestrian
- Arts and Science Education Sessions
- Publishing of research and newsletters
- Competitions

How those activities assisted in achieving the entity's short objectives:

Events, training and tournament events provide opportunities for members to practice and exhibit the results of their research, for example, for a feast, cooks will research, redact and practice recipes from historical cookbooks, to be served in a similar manner as historically. Some will later be published in SCA publications to encourage sharing of knowledge. Competitions encourage members to increase their research recreation and documentation skills, while also sharing knowledge and inspiring others.

The Society for Creative Anachronism Ltd
Directors' report
31 December 2018

Performance

The entity measures its performance through the following key performance indicators:

- Number of members
- Kingdom awards
- Activity levels
- Quality and accuracy of re-enactment
- Branch reporting to Kingdom officers
- Kingdom officer reports to Crown and Board
- Newsletters
- Registration of arms
- Guilds

Meetings of directors

The number of meetings of the Company's Board of Directors ('the Board') and of each board committee held during the year ended 31 December 2018, and the number of meetings attended by each Director were:

	Attended	Eligible
David Beresford	4	5
Ray Gleeson	5	5
Michele Le Bas	4	5
Tim Liersch	9	10
Simon Miller	7	12
Kate Turley	11	12
Georgia Winter	10	12
Clement Avenell	9	12
Benjamin Smith	7	7
Robert Aked	2	2

Eligible: represents the number of meetings held during the time the Director held office.

Information on directors:

Executive Director Name: Timothy Liersch - Eberhard Neggerstein (ACT)

Period for which the person was a director: November 2015 to November 2018.

Qualifications:

- Bachelor of Science, University of Melbourne, 2008

SCA awards:

- Award of Arms (General) - 2008
- Golden Tear (Service) - 2016

Experience:

- Community and Public Sector Union, Environment Section Secretary, 2017-2018.
- Carbon Accounts Analyst, Department of Environment and Energy, 2015-2018.
- National Accounts Economic Analyst, ABS, 2011-2015.
- University of Melbourne Student Union Clubs & Societies Committee member, 2007-2008.
- SCA member since 2007.
- Reeve of former Arrowsreach branch (East Melbourne), 2008-2009.
- Reeve of Politarchopolis branch (Canberra), 2013-2015.

Special responsibilities: Treasurer

The Society for Creative Anachronism Ltd
Directors' report
31 December 2018

Director Name: Simon Miller - Semeon Aleksandrovitch Dragon (ACT)

Period for which the person was a director: May 2016 - present.

Qualifications:

- Diploma of Public Safety - Policing
- Currently Studying at Charles Stuart University

SCA awards:

- Award of Arms (General)
- Golden Tear (Teaching)
- Princes Cypher (Service)
- Oder of the Jomsviking (Combat)

Experience:

- 16 years policing experience at State, National and International levels.
- Overseas deployment as a capacity developer with the Royal Solomon Island Police Force.
- SCA member since 1992.
- Previous principal offices held include branch President of Politarchopolis.
- Household leadership.
- Undertaken sensitive internal investigations on behalf of the Board of Directors.

Special responsibilities: Nil

Director Name: Kate Turley - Edine Godin (VIC)

Period for which the person was an executive director: 11 June 2015 to Present.

Qualifications:

- Bachelor Degree in Applied Science (Mathematical and Computer Modelling), 2008
- Graduate Diploma in Education - Secondary, Victoria University, 2016
- Victoria Institute of Teaching - provisional registration, from January 2018

SCA awards:

- Award of Arms (General) – 2009
- Golden Tear (Service) – 2010
- Royal Cypher (Service) – 2011
- Star and Lily (Arts and Sciences) – 2012
- Royal Cypher (Service) – 2013
- Royal Cypher (Service) – 2016
- Order of the Rapier (Teaching) – 2016
- Silver Pegasus (Service) – 2018

Experience:

- 5 years administration experience in education and private industry sectors.
- SCA member since 2006.
- Principal officers held include branch Group Rapier Marshall (1 year, VIC); Deputy Group Rapier Marshal (2 years, SA); Secretary of Renaissance Dance Order (1 year); University branch President (University of Adelaide, 2 years).
- President of the University of Adelaide's astronomy, physics & chemistry club (SPACED) in 2006; Treasurer in 2005.

Special responsibilities: Secretary (2 years).

Director Name: Clement Avenell - Clement von Arion (WA)

Period for which the person was a director: 01 November 2017 to Present

Qualifications:

- Diploma of Massage Therapy - Canberra Institute of Technology
- Cert III in Personal Training - Canberra Institute of Technology
- Currently studying Bachelor of Science (Human Biology Pre Clinical) - Curtin University

SCA awards:

- Award of Arms (Service) - 2007
- Golden Sword (Combat) - 2012
- Royal Cypher (Service) - 2012
- Royal Cypher (Service) - 2013
- Royal Cypher (Service) - 2014
- Royal Cypher (Service) - 2015
- Red Wyvern (Combat) - 2015
- Order of Chivalry (Combat) - 2015

The Society for Creative Anachronism Ltd
Directors' report
31 December 2018

Experience:

- 12 years of experience in administrative roles.
- Assisting in committee administration.
- Familiarity with legalisation through previous employment.
- Experience chairing and minute taking meetings.
- SCA member since 2006.

Special responsibilities: Deputy Chair (1 year).

Executive Director Name: Georgia Winter - Honore Corbaut (NSW)

Period for which the person was a Director: 1st September 2016 to Present.

Qualifications:

- Prince2 Foundation
- Cert IV Government (Procurement and Contracting)

SCA awards:

- Award of Arms (General) - 2009
- Golden Tear (Service) - 2009
- Royal Cypher (Service) - 2010
- Silver Pegasus (Service) - 2011
- Royal Cypher (Service) - 2016

Experience:

- More than 20 years administrative experience, with 10 years in project administration and 10 years in Secretariat and Board administration. Currently employed in public service.
- SCA member since 1996
- Previous principle offices held include branch President (Okewaite NSW); and Australian/New Zealand Chronicler (newsletter publisher)
- Organiser of 4-5 small events, feasts and tournaments
- Regular assistant cook at larger group events, mostly interstate
- Major event: 2011 Twelfth Night (national ceremonial event)

Special responsibilities: Chair.

Executive Director Name: Robert Aked – Hrolleifr skrauti/Rolland de Navarre (ACT)

Period for which the person was a Director: December 2018 to Present.

Qualifications:

- Bachelor of Science (2000), ANU
- PRINCE2 Foundation

SCA awards:

- Award of Arms (1995)

Experience:

- 29 years policy, governance and legislative/regulatory experience in the Australian public service, predominantly in the aviation safety and health sectors.
- SCA member since 1993.
- Politarchopolis Chronicler 1995-96 (ACT newsletter publisher)
- Can be found assisting in the kitchens or fire pits at events.
- Team member of award winning 2016 GovHack team – Best Data Visualisation and Best Use of ACT Government Smart Parking Data.

Special responsibilities: Nil.

Executive Director Name: Benjamin Smith – Obbi Illugi (VIC)

Period for which the person was a Director: 20 April 2018 to Present.

Qualifications:

- Bachelor of Science (Major: Physics), University of Melbourne, 2011
- Graduate Diploma of Education, Monash University, 2013

SCA awards:

- Award of Arms (General), 2016
- Apollo Delphinus (Service), 2016
- Royal Cypher (Service), 2016
- Golden Tear (Service), 2016
- Silver Pegasus (Service), 2017

The Society for Creative Anachronism Ltd
Directors' report
31 December 2018

Experience:

- Secondary School Teacher (1 year)
- Australian Taxation Office (2 years)
- In the SCA for a bit over 5 years
- Baronial Reeve (2 years)
- Stewarded several successful large events
- Have lead several large organisational projects in the SCA, outside of officer roles

Special responsibilities: Treasurer (1 year).

Executive Director Name: David Beresford – David De Darlington (TAS)

Period for which the person was a director: 03 April 2015 to 20 April 2018

Qualifications:

- CERT IV of Small Business Management
- CERT IV Seafood Sales and Distribution

SCA Awards:

- Award of Arms (General) – 2009
- Golden Tear (Award for Service) – 2011
- Silver Helm (Period Appearance) – 2012
- Rowan (Award for Courtesy) - 2013
- Silver Pegasus (Award for Service) – 2015
- Court Barony (General) – 2016
- Wreath of Valour (Combat) – 2017
- Pelican (Award for Service) – 2018

Experience:

- 26 years experience at a seafood processing facility, including 12 years as the organisation's Quality Assurance Manager and Workplace Safety Officer and 2 years as Chair of the Workplace Safety Committee.
- In the SCA, a member for 8 years, with 6 different officer roles undertaken, including president (2 years) of a state branch.

Special responsibilities: Deputy Chair April 2016 – April 2017.

Executive Director Name: Ray Gleeson – Gomez de Crecy (NSW)

Period for which the person was a director: 03 April 2015 – 20 April 2018

Qualifications:

- BSc Mathematics and Computing – Charles Sturt University 1992
- Certificate Comptia IT Project Management 1993
- VCP5-DVC certification for VMWare 2015
- VCP4-DVC certification for VMWare 2012
- MSCE Windows 2003 certification Microsoft 2008
- Prince2 certification 2011

SCA awards:

- Award of Arms (General) – 2010
- Rapier (Teaching) – 2012
- Golden Tear (Service) – 2013
- Prometheus (Teaching) – 2013
- White Scarf (Service and Combat) – 2014
- Master of Defence (Service and Combat) – 2016

Experience:

- 20 years IT and project management experience.
- SCA member since 2008.
- Principal offices held include Group Rapier Marshall (state level) and Kingdom Rapier Marshal (Australia and NZ).

Special Responsibilities: Deputy Chair 14 April 2017 – 20 April 2018.

The Society for Creative Anachronism Ltd
Directors' report
31 December 2018

Executive Director Name: Michele Le Bas – Yvonne de Plumetot (VIC)
Period for which the person was a director: 17 October 2014 to 20 April 2018.

Qualifications:

- Masters of Strategic Organisational Development (2016, University of New England)
- Graduate Diploma – Industrial Relations and Human Resources Management (1996, RMIT University)
- Bachelor of Arts (1993, Monash University)
- 5-day Occupational Health and Safety for Representatives/Supervisors (2001, RMIT)
- Introduction to the role of the Harassment Adviser (1999, Council for Equal Opportunity in Employment)

SCA awards:

- Award of Arms (General) –1989
- Leaf of Merit (Service) –1989
- Rose Leaf (Arts and Sciences) –1991
- Silver Tear (Service) – 1995
- Roman Lilies (Arts and Sciences) – 2001
- Star and Lily (Arts and Sciences) – 2003
- Golden Tear (Service) – 2004
- Queen's Cypher (Service) – 2008
- Rowan (Courtesy) –2011
- Cockatrice (Teaching) –2013
- Order of the Pelican (Service) – 2017

Experience:

- 10 years HR experience, including industrial relations and compliance; 5 years other business experience.
- SCA member since 1987.
- Principal offices held include branch President (twice); branch Treasurer; Arts and Sciences Officer; Secretary of the Renaissance Dance Order.
- Organiser of around 8-10 small feasts, quests, tournaments and balls; Major events of 1989 Midwinter Investiture (national ceremonial event); 1995 Bal d'Argent (national dance event); 2011 Branch Baronial Investiture (major ceremonial event).

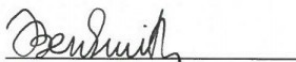
Special Responsibilities: Chairperson (2 years); Secretary (1 year).

Auditor's independence declaration

A copy of the auditor's independence declaration as required under section 307C of the Corporations Act 2001 is set out on the following page.

This report is made in accordance with a resolution of Directors, pursuant to section 298(2)(a) of the Corporations Act 2001.

On behalf of the Directors:



Benjamin Smith
Corporate Treasurer
Director

12 April 2019
New South Wales

AUDITOR'S INDEPENDENCE DECLARATION

As lead auditor for the review of The Society for Creative Anachronism Limited for the year ended 31 December 2018, I declare that, to the best of my knowledge and belief, there have been:

- a) No contraventions of the auditor independence requirements of the Corporations Act 2001 in relation to the review; and
- b) No contraventions of any applicable code of professional conduct in relation to the review.

BUTLER SETTINERI (AUDIT) PTY LTD



MARIUS VAN DER MERWE CA
Director

Perth

Date: 12 April 2019

The Society for Creative Anachronism Ltd
Statement of profit or loss and other comprehensive income
For the year ended 31 December 2018

	Note	2018 \$	2017 \$
Revenue			
Event income		358,084	290,806
Non-event income		35,472	48,361
Membership fees		36,816	35,602
Event insurance		9,000	8,405
Donations		12,103	11,814
Other income		4,729	5,551
Interest received		912	679
Total revenue		<u>457,116</u>	<u>401,218</u>
Expenses			
Affiliation fees		-	4,727
Event expenses		291,081	249,254
Insurance		22,437	18,489
Non-event expenses		107,868	88,946
Kingdom expenses		13,349	9,566
Equipment		26,530	28,542
Total expenses		<u>461,265</u>	<u>399,524</u>
(Loss) / surplus before income tax expense		(4,149)	1,694
Income tax expense		<u>-</u>	<u>-</u>
(Loss) / surplus after income tax expense for the year attributable to the members of The Society for Creative Anachronism Ltd	5	(4,149)	1,694
Other comprehensive income for the year, net of tax		<u>-</u>	<u>-</u>
Total comprehensive (loss) / income for the year attributable to the members of The Society for Creative Anachronism Ltd		<u>(4,149)</u>	<u>1,694</u>

The statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes to these financial statements.

The Society for Creative Anachronism Ltd
Statement of financial position
As at 31 December 2018

	Note	2018 \$	2017 \$
Assets			
Current assets			
Cash and cash equivalents	2	436,437	415,336
Trade and other receivables	3	16,732	46,266
Total current assets		<u>453,169</u>	<u>461,602</u>
Non-current assets			
Investment in listed companies	4	1,761	1,920
Total non-current assets		<u>1,761</u>	<u>1,920</u>
Total assets		<u>454,930</u>	<u>463,522</u>
Current liabilities			
Sundry creditors		2,959	7,923
		<u>2,959</u>	<u>7,923</u>
Total liabilities		<u>2,959</u>	<u>7,923</u>
Net assets		<u>451,971</u>	<u>455,599</u>
Equity			
Retained surpluses	5	451,971	455,599
Total equity		<u>451,971</u>	<u>455,599</u>

The statement of financial position should be read in conjunction with the accompanying notes to these financial statements.

The Society for Creative Anachronism Ltd
Statement of changes in equity
For the year ended 31 December 2018

	Retained surpluses \$	Total equity \$
Balance at 1 January 2017	453,905	453,905
Surplus for the year	1,694	1,694
Other comprehensive income for the year	-	-
Total comprehensive income for the year	1,694	1,694
Balance at 31 December 2017	455,599	455,599
Prior year error	521	521
Deficit for the year	(4,149)	(4,149)
Other comprehensive income for the year	-	-
Total comprehensive income for the year	(4,149)	(4,149)
Balance at 31 December 2018	451,971	451,971

The statement of changes in equity should be read in conjunction with the accompanying notes to these financial statements.

The Society for Creative Anachronism Ltd
Statement of cash flows
For the year ended 31 December 2018

	Note	2018 \$	2017 \$
Cash flows from operating activities			
Event income received		388,140	290,806
Non-event income received		35,472	48,361
Membership fees received		36,816	46,137
Event insurance		9,000	8,405
Donations received		12,103	11,814
Payments to suppliers and employees		(466,229)	(399,266)
Interest received		912	679
Other income received		4,887	5,467
		<hr/>	<hr/>
Net cash from operating activities	6 (b)	21,101	12,403
Cash flows from investing activities			
Payments for property, plant and equipment		-	-
		<hr/>	<hr/>
Net cash used in investing activities		-	-
		<hr/>	<hr/>
Net increase in cash and cash equivalents		21,101	12,403
Cash and cash equivalents at the beginning of the financial year		415,336	402,933
		<hr/>	<hr/>
Cash and cash equivalents at the end of the financial year	6 (a)	436,437	415,336
		<hr/>	<hr/>

The statement of cash flows should be read in conjunction with the accompanying notes to these financial statements.

The Society for Creative Anachronism Ltd
Notes to the financial statements
31 December 2018

Note 1. Significant accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

New, revised or amending Accounting Standards and Interpretations adopted

The Company has adopted all of the new, revised or amending Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

The adoption of these Accounting Standards and Interpretations did not have a significant impact on the financial position or performance of the Company.

Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and Interpretations issued by the Australian Accounting Standards Board ('AASB').

Historical cost convention

The financial statements have been prepared under the historical cost convention.

Revenue recognition

Revenue is recognised when it is probable that the economic benefit will flow to the Company and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable.

Revenue

Revenue from event, non-event income, membership fees and other income is recognised when the Company has a right to receive the income, which is mainly when the income is received by the Company. Donation income is recognised on the receipt of the funds.

Income tax

The Company is exempt from paying income tax.

Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Property, plant and equipment

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Company. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

Depreciation is calculated and reported in accordance with tax legislation surrounding small business entities and relevant concessions.

Goods and Services Tax ('GST') and other similar taxes

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

The Society for Creative Anachronism Ltd
Notes to the financial statements
31 December 2018

	2018	2017
	\$	\$
Note 2. Cash at bank		
Cash at bank	436,437	415,336

Note 3. Trade and other receivables

Trade receivable	16,732	46,266
------------------	--------	--------

Note 4. Investment in listed companies

Investment at market value	1,761	1,920
----------------------------	-------	-------

Note 5. Retained surpluses

Retained surpluses at the beginning of the financial year	455,599	453,905
Surplus after income tax expense for the year	(4,149)	1,694
Prior year error	521	-
Retained surpluses at the end of the financial year	451,971	455,599

Note 6. Cash flow information

(a) Reconciliation of cash

Cash at the end of financial year as included in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:

436,437	415,336
---------	---------

(b) Reconciliation of cash flow from operations

Profit / (loss) from ordinary activities	(4,149)	1,694
Non cash flows in surplus from ordinary activities		
- Fair value adjustment	159	(85)
- Prior year error	521	-
Decrease/(increase) in trade debtors	29,534	10,535
(Decrease)/increase in trade payables	(4,964)	259
Net cash provided by operating activities	21,101	12,403

Note 7. Contingent liabilities

The Company had no contingent liabilities as at 31 December 2018.

Note 8. Commitments

The Company had no commitments for expenditure as at 31 December 2018.

Note 9. Related party transactions

Transactions with related parties

There were no transactions with related parties during the current and previous financial year.

The Society for Creative Anachronism Ltd
Notes to the financial statements
31 December 2018

Note 9. Related party transactions (continued)

Receivable from and payable to related parties

There were no trade receivables from or trade payables to related parties at the current and previous reporting date.

Loans to/from related parties

There were no loans to or from related parties at the current and previous reporting date.

Note 10. Events after the reporting period

No matter or circumstance has arisen since 31 December 2018 that has significantly affected, or may significantly affect the Company's operations, the results of those operations, or the Company's state of affairs in future financial years.

The Society for Creative Anachronism Ltd
Directors' declaration
For the year ended 31 December 2018

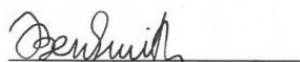
Directors' declaration

In the Directors' opinion:

- the attached financial statements and notes thereto comply with the Corporations Act 2001, the Australian Accounting Standards - Reduced Disclosure Requirements, the Corporations Regulations 2001 and other mandatory professional reporting requirements;
- the attached financial statements and notes thereto give a true and fair view of the Company's financial position as at 31 December 2018 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

Signed in accordance with a resolution of Directors made pursuant to section 295(5)(a) of the Corporations Act 2001.

On behalf of the Directors



Benjamin Smith
Corporate Treasurer
Director

12 April 2019
New South Wales

INDEPENDENT AUDITOR'S REVIEW REPORT TO THE MEMBERS OF THE SOCIETY FOR CREATIVE ANACHRONISM LIMITED

Report on the financial report

Conclusion

We have reviewed the accompanying financial report of The Society for Creative Anachronism ("the Company"), which comprises the statement of financial position as at 31 December 2018 and the statement of profit and loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, notes comprising a summary of significant accounting policies and other explanatory information and the directors' declaration.

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the half year financial report of the Company is not in accordance with the *Corporations Act 2001* including:

- a) giving a true and fair view of the financial position of the company as at 31 December 2018 and of its financial performance for the year ended on that date; and
- b) complying with Australian Accounting Standards – Reduced Disclosure Requirements and the *Corporations Regulations 2001*.

Directors' responsibility for the financial report

The directors of the Company are responsible for the preparation of the financial report that gives a true and fair view in accordance with the Australian Accounting Standards and the *Corporations Act 2001* and for such internal control as the directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express a conclusion on the financial report based on our review. We conducted our review in accordance with Auditing Standard on Review Engagement ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*, in order to state whether, on the basis of the procedures described, anything has come to our attention that causes us to believe that the financial report is not in accordance with the *Corporations Act 2001* including; giving a true and fair view of the Company's financial position as at 31 December 2018 and its financial performance for the year ended on that date; and complying with Australian Accounting Standards and the *Corporations Regulations 2001*.

As the auditor of the Company, ASRE 2410 requires that we comply with the ethical requirements relevant to the audit of the annual financial report.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Independence

In conducting our review, we have complied with the independence requirements of the *Corporations Act 2001*.

BUTLER SETTINERI (AUDIT) PTY LTD

A handwritten signature in black ink, appearing to read 'Marius van der Merwe', written in a cursive style.

MARIUS VAN DER MERWE CA
Director

Perth

Date: 12 April 2019