



# Society for Creative Anachronism Ltd (Australia)

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## SCA Ltd Board Meeting: PUBLIC Minutes Meeting held: 12 April 2021

Category	Description	Action Required
Attending:	Rob Aked (Chair), Paul Adams (Deputy Chair), Cat Colwell (Secretary) Lara Mucha (Treasurer), Benjamin Smith, Jeremy Gregson	
Observers:	Kellianne Anderson (Kingdom Seneschal)	
Meeting Start:	7:29pm	
Apologies:	None	
	Welcome and acknowledgement of country	
1.0 Notification:	No conflicts of interest	
2.0 In Camera		
3.0 AGM	The Board briefly discussed the upcoming AGM: <ul style="list-style-type: none"><li>● Ben to be returning officer;</li><li>● Motions could now be setup;</li><li>● No proxies had been received as of the advertised deadline;</li><li>● Jeremy to update and distribute the financial documents;</li><li>● Paul, Jeremy and Ben scheduled to do a test run the day before.</li></ul>	
4.0 Rapier rules	The Board reviewed the proposed revisions to the Lochac Rapier Combat rules, noting that the Insurer had not yet provided their approval.  <b>MOTION:</b> Pending sign-off from SCA Ltd insurance, the SCA Ltd Board provides their approval for the revised Lochac Rapier combat rules. <b>CARRIED</b>	<b>Cat</b> to follow up with insurer.
5.0 Privacy and records	Jeremy briefed the Board regarding privacy requirements and record keeping, noting: <ul style="list-style-type: none"><li>● Freedom of information requirements do not apply to SCA Ltd.</li><li>● Australian Privacy principles don't apply to the SCA unless we opt in as our turnover is less than \$3m threshold - if we opt in, we are legally bound by the privacy penalties;</li><li>● SCA Ltd has not opted in to be bound by the privacy principles, but they remain good to follow as guidelines.</li></ul>	<b>Jeremy</b> to provide a duty statement for an SCA Ltd Privacy Officer
6.0 Speaking as a Board Member/Environmental scanning	<b>Copyright usage &amp; education statutory license</b> The Secretary reported on discussions in multiple forums regarding the SCA's status regarding copyright usage and requirements.  It is possible that the SCA Ltd might be eligible to apply for inclusion as an individually licensed education institution under the Educational statutory license administered by the Copyright Agency.	

In return for an annual fee, this Could allow members to copy and communicate text, images and print music without a copyright clearance, solely for educational purposes.

The Board agreed that it was not a Board matter to explore at this time, however would provide assistance should officers wish to explore it further in working towards a recommendation. Should such a review warrant it, possibly legal advice could be sought from the Copyright Agency at no charge regarding a statutory license application.

7.0 Kingdom  
Seneschal's report

Kingdom Seneschal advised that David Hurst is working with the food group to ask for a formal recommendation on food safety guidelines/policy before the next meeting.

The Seneschallate are reviewing the updated SCA Inc investigations guidelines, but unlikely to implement much of it locally.

Kellianne presented to the Known World Kingdom Seneschals on the Lochac Covid response, which was really positively received.

8.0 Update on in-  
person activity and  
event exemption  
request

**Aneala Collegia**

**MOTION:** To approve the Aneala Collegia variation request.

**CARRIED**

**Great Northern War**

The Board noted that they no longer require an exemption for overnight, and catering exemption to be considered if/once received.

**Newcomers Feast (St Basils)**

**MOTION:** To approve the Aneala sponsored Newcomers Feast variation request.

**CARRIED**

**A Hunt (Politarchopolis)**

**MOTION:** To approve the Politarchopolis sponsored Hunt event variation request.

**CARRIED**

9.0 Chair's report

The Chair noted a very difficult personal month. In advance of the coming AGM, Rob thanked Ben for all his years of hard work.

10.0 Secretary's  
report

The Secretary reported on this month's correspondence and activity, including:

- Legal names for sign-in
- Child/youth policy review assistance
- Educational status & copyright usage
- Grant applications
- New updated indemnity forms

11.0 Treasurer's  
Report

The Treasurer noted that the audit almost finished, and thanked other Board members for their assistance; further flagging that there may need to be a review of the SCA's external auditors before the next year.

**MOTION:** to accept and return the Auditor representation letter as provided by the Treasurer.

**CARRIED**

**MOTION:** To transfer \$20 to Bordescros that was sent incorrectly to the Corporate bank account.

**CARRIED**

**MOTION:** To note and authorise the \$5 administration fee paid for the bank cheque.

**CARRIED**

**MOTION:** To note and authorise the continued engagement and payment of Viridity Pty Ltd as the bookkeepers for SCA Ltd

**CARRIED**

12.0 Minutes of last meeting *Deferred to email*

13.0 Other Board Business

12.0 Motions passed by email **MOTION:** To refund J Rimmer \$45 for her recent membership and to cancel her membership as requested.

**CARRIED**

**MOTION:** To accept the attached financial report as a true and accurate representation of the sca Ltd's financial state for 2020.

**CARRIED**

Next Meeting: Monday, 10 May 7:30 (Sydney Local Time).

Meeting Close 09:04 pm.