



Society for Creative Anachronism Ltd (Australia)

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SCA Ltd Board Meeting: CONFIDENTIAL Minutes Meeting held: 14th February 2022

Category	Description	Action Required
Attending:	Rob Aked (Chair), Jeremy Gregson (Secretary) Lara Mucha (Treasurer), Cat Colwell, Katherine Rowell	
Observers:	Kellianne Anderson (Kingdom Seneschal), Bill Dabbs (Deputy Seneschal)	
Meeting Start:	7:00pm	
Apologies:	Tam Hovenga, Paul Adams	
	Welcome and acknowledgement of country	
1.0 Conflict of interest disclosures:	There were no known conflicts of interest	
2.0 Minutes of last meeting	MOTION: that the minutes of the last meeting be accepted, with correction to show Rob's absence.	
3.0 In camera	[redacted]	
4.0 Speaking as a Board member	Cat noted that Festival is main topic of conversation Katherine – Orange is having a medieval fair in March.	
5 Kingdom Seneschal's report	There is a meeting scheduled for tomorrow with Rowany festival stewards to finalise the covid management plan and strategies. There will inevitably be questions that can't be answered. The draft plan is out for commentary at the moment. The latest updated draft of the Sanction policy is out for comment– board members asked to comment. The bullying and harassment policy needs refining. The Kingdom Seneschal wants to expand the DEI role from one person to a committee. A complaint has been lodged about name of Rowany Yule because of religious association.	ACTION: All board members to review https://docs.google.com/document/d/1Yb5A7pPgB6tP31XZCiPn-p1zCv_XKxR_ah9pMM1KwnQ/edit#heading=h.vqjvt8oecsqm
6 Chair's report	Rob thanked the board for accepting that he needed a mental health day last month. Reminded everyone that we need to be AGM planning, need to get more board members to nominate.	ACTION: Jeremy to contact Kingdom Social Media, Chronicler and Webwright about advertising. Include details of date and place of AGM, deadline for submissions.

6.1 Discounted membership for college members	<p>Rob explained the history of this question, most recently raised by Sir Jon Dai. The board discussed the importance of colleges as a feeder channel for members, but recognised that membership of a college did not automatically mean someone was a student on limited income. Katherine noted a number of people who retain their St Ursula membership as a preference after graduation. Ultimately, any creation of a new class of membership with reduced fees would require a constitution change, which would have to be voted on by the members at a General Meeting.</p>	<p>ACTION: Rob to respond to Jon Dai, explaining need for constitution change at AGM, six weeks lead time, offering to help circulate any draft for comment prior to the meeting</p>
7 Secretary's report	<p>The updated Affiliation agreement has been signed by US.</p>	
8 Treasurer's Report	<p>Audit time. Lara advised that the auditor wants to join the SCA. A draft 2022 has been circulated to board members on Sunday 13th. There was discussion about the current positive balance of the SCA Corporate bank account, the need to retain a balance to meet any unexpected expenses, and possible investments that could be made. The Kingdom Seneschal asked that the board explore the possibility of funding an employee assistance program for officers. Cat proposed contracting for the development of training materials for officers to improve their ability to handle issues such as bullying, discrimination, conflict resolution and investigations. Lara noted that there is no record of the corporate account having reimbursed the kingdom account for IT server support costs in recent months, and that there is probably an outstanding funds transfer needed. The board noted that there are other kingdom-level IT costs which could possibly be met by the board, such as Zoom and Dropbox.</p> <p>MOTION: That we pay Australia Post \$144 for the annual rental of a post office box.</p> <p>MOTION: That the 2022 budget submitted by the treasurer be approved</p> <p>MOTION: To pay up to \$1400 to Officeworks over the next year for registrar supplies</p>	<p>ACTION: on Cat to contact EAPAAI to find out cost of EAP</p> <p>ACTION: Bea to get Gabrielle to forward IT costs to board for items such as Dropbox and Zoom for review. Confirm what transfer is outstanding for server support, Lara to arrange transfer.</p>
9 Other Board business	<p>Cat noted that the AGM is tentatively scheduled for May 1st, but under our current constitution there must still be a physical venue, even if we assume almost everyone will attend virtually. Jeremy suggested that the hall used by Politarchopolis would allow room, in the unlikely event of many people wanting to attend in person. Since the planned date is a Sunday, it's a day when the hall will be open. Modification to waiver clauses – with Jeremy</p> <p>Event attendance for carers/support people – Cat confirmed having spoken to the insurers and received confirmation that it would be possible to waive non-member event insurance fees for carers who were appropriately certified. Jeremy noted that this still left the issue with the board to determine what our policy was on this issue.</p>	<p>ACTION: Jeremy to confirm Politarchopolis willingness to share hall space with the AGM.</p> <p>ACTION: Cat to draft text towards a policy for event admission for carers/support people.</p>

The board reviewed the proposed hall lease and trailer purchase documents submitted by the Seneschal of Bordescros.

MOTION: That the proposed hall lease for Bordescros be approved.

MOTION: That the proposed trailer purchase for Bordescros be approved.

**9.1 Motions
passed out of
session**

MOTION: To pay BAS tax owing of AU\$1085 to the ATO.

MOTION: To pay SCA Inc. US\$3198 plus transaction fee (approx AU\$10 - 20) for affiliation fee for the 2021 period.

Next Meeting: Monday 14th March, 7:00pm

Meeting Close 8:55 pm.