



Society for Creative Anachronism Ltd (Australia)

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SCA Ltd Board Meeting: CONFIDENTIAL Minutes Meeting held: 15th December 2022

Category	Description	Action Required
Attending:	Paul Adams (Chair), Katherine Rowell (Deputy Chair), Jeremy Gregson (Secretary) Tam Hovenga (Treasurer), Tegan Brinkman	
Observers:	Bill Dabbs (Kingdom Seneschal)	
Meeting Start:	7:30pm	
Apologies:	None	
	Welcome and acknowledgement of country	
1 Conflict of interest disclosures:	No conflicts of interest were identified	
2 Minutes of the previous meeting and actions arising	Paul is still progressing the question about refund processing. Jeremy advised that the footer advising people not to attend events if unwell was already built into the event notification system. Paul confirmed that he had informed the Crowns about the US BoD's decision re alternative selection processes MOTION: That the minutes of the previous meeting be accepted	
3 In camera	[redacted]	
4 Speaking as a Board member / Environmental Scanning	The board noted active discussion on social media about the US BoD's decision not to allow Lochac to consider alternate methods of selecting Crown. There was discussion about whether the board's actual position – to be neutral on the issue, while facilitating discussion – was being interpreted as active support for change. The general consensus was that discussion was courteous so far. Tam read the board the text of an email from the US BoD to a Lochac member, in response to which Jeremy noted the significant difference between this message, and the response provided to the Board.	
5 Correspondence received	<ol style="list-style-type: none">1) Degradation from the peerage for Sir Robert Gordon Following the R&D of Mikhail Gordon's membership, the Board agreed that his degradation from the peerage should proceed. Because his knighthood was bestowed by the Crown of the West, the degradation should be managed in consultation with them/ SCA Inc. MOTION: That the Board approves in principle the degradation from the order of the Chivalry of Sir Robert Gordon, mundanely known as Mikhail Gordon.2) Update to proof of membership policy The board noted the need to correct event membership fees	

listed in the proof of membership policy, to allow for people to prove membership by referring to online systems, and to remove the clause disallowing the use of photocopies. A draft updated policy prepared by Jeremy was accepted.

MOTION: That the proof of membership policy be amended to correct event membership fees, and the use of online systems to prove membership.

3) Nomination of caregiver form

The board noted the issues raised in correspondence, and discussed potential improvements to the wording of the form. Tam suggested adding words along the lines of “The nominated caregiver must be available onsite for the appropriate supervision of the minor, to a standard agreed to by the Guardian.”. Tegan undertook to work on revisions.

ACTION on Tegan to draft an amended version of the nominated caregiver form

4) Revision to rapier combat rules

The board passed a motion to approve this out of session (see Other Business).

6 Kingdom Seneschal’s report

Jeremy asked that future Kingdom Seneschal’s reports (and officer reports within them) include a summary of “If you read nothing else, read this.” Bill undertook to raise this with group officers.

Bethan has stepped up as the new Dismal Fogs seneschal, off to an excellent start. Covid policy has been discussed with group seneschals, the logistics of tracking exposure are unworkable now that all governments have abandoned tracking. The definition of ‘fully vaccinated’ is also not clear.

7 Asset Policies Review

Tam is continuing to work on this.

8. Background check procedures review

The updated draft of the background check procedures document was tabled. Kitty asked for all board members to review it, particularly checking the accuracy of links to state and territory government references. Paul asked all board members to do that in the course of the weekend, so that Kitty can apply any necessary edits on Monday.

ACTION on everyone to proof read Kitty’s draft within 48 hours

There is a one-page summary online at the moment, as well as the full policy. Kitty asked whether there was any value in having both documents – the consensus was that the one-page document could be removed.

ACTION on Jeremy to remove the one-page summary from the website.

9 Training proposal

Paul explained that he was looking for a strategy to improve officer handovers, and training resources available to them. He described a project to develop tools, potentially hiring an outside resource. Jeremy noted that the existing officer resources section of the seneschal’s website aligned closely with what Paul was describing. Paul suggested that, if we have these resources, the issue might be that we need to confirm that they are being used. Tam suggested poll of new officers to find out what their onboarding process was, what they would have liked to see. There was discussion about using a survey (possibly Survey Monkey) to poll officers, and what

ACTION on Bill to identify a deputy to poll officers, assess quality of training materials and the extent to which they are used.

questions should be asked. Jeremy asked whether the issue was best addressed by a deputy kingdom seneschal. Bill thought it probably was. Tam noted that the job descriptions for board members and the treasurer could benefit from review.

10 Chair's report No business has been brought to the chair in the past month. Paul noted that we need to start planning the next AGM in January.

11 Secretary's report Jeremy informed the board that a member had paid for their membership renewal by cheque this month.

12 Treasurer's report Audit is next month. A new Exchequer comes on board soon, and the Treasurer has been unwell.

MOTION: To issue a Debit Mastercard to Tam Hovenga for the account 033- 349-552300 with full value access.

ACTION: Jeremy to sign a card application form and mail it to Tam for countersignature and submission to her local branch.

13 Other Board business

14 Motions carried out of session **MOTION:** That the proposed change to the rapier rules removing the requirement for 10cm inner thigh protection be approved, and that the grace period on enforcing the current Rapier combat rule requiring 10cm inner thigh coverage be extended to 28 February 2023

MOTION: That the Board reimburse Ben Smith the sum of \$342.12 for Square fees paid by him on behalf of the SCA.

Next Meeting: 9th January, 2023 6:30pm AET

Meeting Close 9:10 pm.