



Society for Creative Anachronism Ltd (Australia)

PO Box 4160, Weston Creek ACT 2611, Australia

ABN 13 117 403 648

Website: <http://www.sca.org.au>

Email: chair@sca.org.au or secretary@sca.org.au

SCA Ltd Board Meeting: CONFIDENTIAL Minutes Meeting held: 15th May 2023

Category	Description	Action Required
Attending:	Katherine Rowell (Chair), Tam Hovenga (Treasurer), Tegan Brinkman (Secretary), Rachel Horne, Bronwyn Adams	
Observers:	Ray Gleeson (Kingdom Seneschal), Alex Selth	
Meeting Start:	7:11pm	
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	<p>MOTION: That the minutes of the previous meeting be accepted</p> <ul style="list-style-type: none">• letter to Louise Mckay Caldwell sent no response, during this meeting context was given to new members on the issue. Discussion and vote on next steps occurred. <p>MOTION: to start the process to R&D Louise Mckay Caldwell - Carried</p> <ul style="list-style-type: none">• Edits to financial policy: Tam has had discussion with former treasurers and axcheckers, committee may need to be formed to complete the review• Multi year memberships were discussed further, documentation from Jeremy is still in need of reviewing by new members and ongoing members. Advantages discussed, indemnity is a issue due to its year to year need, digital cards brought up as an option• Abbey medieval festival wished to know if it was necessary to have a non member fee to cover insurance during a interactive demonstration in calligraphy <p>Discussion on the issue resulted in a motion: to recognise that the proposed calligraphy activity at Abbey Medieval Festival can be viewed as an interactive demonstration and a non members indemnity sign-in is not required - carried</p>	<p>Action: Kat to take on task of informing the R&D of Louise Caldwell</p> <p>Action: To be discussed further at next meeting</p> <p>Action: discussion tabled for later time to allow for review, digital cards need to be looked into</p> <p>Action: provide notice to relevant group on outcome</p>
3 In camera	Nothing disclosed	
4 Speaking as a Board member / Environmental Scanning	<p>Equestrian things are progressing with rules and regulations being brought up to current standards, insurance being looked at</p> <p>Request to limit messenger chat to important issues</p>	<p>Action: notice to relevant group that equestrian is already part of the groups insurance</p>

5 Kingdom Seneschal's report	Brief verbal report on their transition into the roll	
6 Chair's report	The chair gave a brief verbal report.	
7 Secretary's report	<p>The secretary gave a brief verbal report.</p> <p>Correspondence</p> <p>Earl marshals powers – Nordmark sent message to all boards to warn of the 6 sanctions document against the USA branch of the SCA however we are unable to respond to the document as we are different to the SCA USA and our processes are quite good.</p> <p>Pennsic trailer – email with a motion for the board to approve was sent</p> <p><i>Motion: The Council of the Purse has approved an exceptional Stronger Kingdom Fund grant towards a trailer to be used by Lochac at Pennsic. The fund will match, dollar for dollar, funds raised externally up to a maximum contribution by the Stronger Kingdom Fund of \$4000 AUD. SCA Ltd will remain an interested party in the property in the event of major repair, sale, or disposal. We require that the item be suitably stored and maintained in a satisfactory condition by those who attend Pennsic. We also require that all site and extraneous fees for the trailer be covered by those who attend Pennsic. The board of SCA Ltd approves this decision.</i></p> <p>hat this \$4,000 expenditure is an exception and not to be deemed as setting a new CoP approval limit.</p> <p>Carried</p> <p>Transfer of guardianship form – has raised questions after recent edit for foster parents due to their not having legal authority over the child, the form was intended for legal guardians who need to give authority to another</p> <p>Another query arose from the documentation found within the board files around foster children in the SCA</p> <p>Storage fees – an email for clarification from the board on the approval process in the 12month storage fees- if under 2k self approval is fine, in order to determine which the invoice is needed</p>	<p>Action: tabled for an occasion it is needed to be discussed</p> <p>Action: send notice of approval to pennsic</p> <p>Action: change form to allow for both single event and 12 month coverage</p> <p>Action: review the old proposal documents with fresh context and direction from relevant authorities – discussion tabled for when this has been completed</p> <p>Action: check email for invoice and forward it.</p>
8 Treasurer's report	The financial review went well with an increase in turnover, changes in policy still in review.	

Motions

MOTION : To add Katherine Rowell as signatory on all SCA Ltd accounts held with Westpac.

MOTION : To add Tegan Brinkman as signatory on all SCA Ltd accounts held with Westpac.

MOTION : To add Tegan Brinkman as Westpac Online Administrator for SCA Ltd's Westpac Profile, noting Tam Hovenga, Jeremy Gregson, and Paul Adams are already Online Administrators.

MOTION : To remove Jeremy Gregson as signatory from all SCA Ltd accounts held with Westpac.

MOTION : To remove Paul Adams as signatory from all SCA Ltd accounts held with Westpac.

MOTION : To remove Jeremy Gregson as Westpac Online Administrator for SCA Ltd's Westpac profile

Carried motions.

9 Other Board business

.chirurgeons – personal gain fact sheet needs to be updated so that those who need to gain training for various reasons can do so without financial burdens on members.

Action: to update the file and discuss offline

Motion: to update the personal gain fact sheet to allow the use of group funds to train persons in necessary fields (first aid etc)

Action: Tam to check with exchecker and report back

Crownination issue- the issue needs to be resolved and closed off

Changes to rapier have been tabled for another meeting

Discussion on meeting day and time to be discussed offline

10 motions out of session

MOTION: That the changes to rapier rules proposed by the Kingdom Rapier Marshal in his correspondence of 8th March 2023 be approved, with the exception of the proposed change to rule 2.8.1 regarding eye protection

MOTION: nominate Brownyn Adams (Branwen Verch Lewis Ap Thomas) for the position of Acting BoD member beginning the 15th May until such times that they are no longer required.

Next Meeting:

12th June, 2023 7:00pm AET

Meeting Close

8:45 pm.