



Society for Creative Anachronism Ltd (Australia)

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SCA Ltd Board Meeting: PUBLIC Minutes Meeting held: 19 February 2024

Category	Description	Action Required
Attending:	Katherine Rowell (Chair), Tegan Brinkman (secretary), Tam Hovenga (treasurer), Rachel Horne, Alex Selth	
Observers:	Ray Gleeson (kingdom Seneschal)	
Meeting Start:	7:03pm	
Apologies:		
1 Conflict of interest disclosures:	No conflicts of interest were identified	
2 Minutes of the previous meeting and actions arising	Minutes from last meeting – approved Gin gin lease- update	Katherine is writing up the letter then Tegan will send it on to the lawyers
	Invoice for NDIS member – still needs to be actioned	Tam will do tonight
	Code of Conduct- event improvements Still ongoing, task to allow more transparency on how to report.	Tegan – ongoing. Need to make it more clear who to go to and have that presented better on the doc. Need to locate doc in board files. Katherine – will need to get it on board website when its done.
	VIC weapons – ongoing	Katherine will provide draft letter to board to review before sending it off
	Alternative crown Tracking well. Gomez – today we hit 60% response rate – very pleased with outcome so far. Curious about role of US discussions on rapier crown on our results. Side note –	

suggestion from US BoD that we look back at query re email from June 2022 (from Alain?) – he emailed Board of SCA Ltd with a request for a different type of crown and it was rejected for being not clear enough. Before that, John Fulton emailed board saying ‘this is what we are looking for...this is the scope’.

Next steps – put together a survey for everyone asking what an alternate crown looks like to them, with prompting options. After that will consider the info, analyse it, and then consider next steps. This will be conducted by the alternative crown working group. Lindoret has supported with stats as resident expert.

Food safety

Katherine - Notice went out in Pegasus and thought it went out in Announce, drafted by Alex (thanks). Note it didn't go out via Announce

Katherine will chase this up. Alex will assist via Masonry.

Child safety

Katherine – great work team.

Alex - Submitted to SA Dept Human Services. They replied with further requirements re the re-write re background check plus proposed amendments. Perhaps some proposed amendments are not useful. At the least we have demonstrated an intent to comply with SA requirements, noting it is intended to be nationally relevant. For SA, Rebecca and Alex meeting tomorrow to tweak response. No urgency now given they know we are working towards it. May get it done out of session.

Alex following up on this with Rebecca for SA

Alex will draft email for WA seneschal to flag the changes for awareness.

Alex - WA introduced new child safety legislation – benefit for us is while SA policy focus is on Orgs having an appropriate youth policy to manage safety of ppl and activities, WA's changes are focussed on individuals with a WWVP check and their responsibilities, rather than orgs checking it. Ppl in WA with a WWVP have additional obligations, and new types of people may need one.

3 In camera

Redacted

4 Speaking as a Board member / Environmental Scanning

Ongoing cost of events is still a worry for members however not something the board is able to discuss and manage

5 chairs report

Relatively quiet. NZ is tracking well – Katherine is in contact with Josie.
Need to action emails more promptly

Future board personnel:

Katherine sent out emails re joining BoD. One person is maybe interested in this particular term. Katherine will follow up. 2 other people who responded with interest, for next year. Katherine will re-advertise tonight.

Tam would like to step down as treasurer but remain on board. Has one more year left.

Katherine is done this year.

**6 Kingdom
Seneschal's
report**

Various new kingdom position occupants

Sept Crown – KG pulled out due to various compounding issues. Perhaps Torylon may host, supported by Polit. Should know this weekend. If Council of Purse approve it, it'll be advertised. Hamlets are now appearing in list of locations (after much fiddling)

Exchequer is working on doomsday report – nearly done. Interesting read.

Event Stewards Handbook – some built in forms and spreadsheets had pre-filled values – GoogleDocs issue (i.e. links were copied to other people's forms, so seneschal had no control). This has been fixed and forms are now owned and locked down.

Issues resolution on hold pending legal assessment by NZ lawyers to ensure it meets the req of the NZ group. If changes are made we will need to re-submit to Aus Board.

Seneschals need food safety info but the email will sort it

The youth officer is looking at updating the NZ child protection policy as hasn't been updated since 2017

1 emergency vehicle call out at canterbury faire due to chest pain – patient with existing serious health conditions. Many health professionals were attendees at the event. Ambulance didn't take him to hospital but a private car did. Person is as OK as they were prior to that incident.

Email/IT outage recently (overnight effort to fix this – shoutout to the Masonry people who fixed it!)

**7 Secretary's
report**

- 2 emails

○ Rowany Seneschal (Elena)

- (1) risk assessment for soft kit (below)
- (2) question about policies for meetings of local groups covered by Constitution – i.e. are they covered as a sub-committee and if so are there specific requirements they should meet.

(1) Risk assessment for soft kit – resolved I think.

- Gomez spoke to rowany seneschal, providing a response based on rules. Note the rowany seneschal has flagged other issues.
- Alex - Background – Rowany purchased some protective gear for newcomers to use to support engagement in training early on. This was approved by Rowany Senate in Dec.
- Ynys Fawr requested FAT funds to do the same, and that didn't go well in the Senate as various people (who mightn't have engaged with the issue the first time) thought it was risky as no risk assessment conducted etc and no consideration of interaction with armoured combat rules. Rowany Seneschal emailed KS with various qs.
- Relevantly, Gomez replied pointing out that this needs to be under armoured combat rules, which Alex agrees with – this gear has been purchased to support armoured combat so should comply. Rowany Seneschal asked whether everyone can agree to use the kits at reduced speed and power at training under supervision of marshals. Gomez has replied to Rowany seneschal's email yet as was waiting for Board to meet. Consider her point valid – if Earl Marshal ok with stating that guaranteed reduced speed and power, and its under supervision, for new people, then happy for them to do the work in the background to support the activity. Alex – if we say under the supervision of a marshal you assume its under our rule set – creates confusion.
- Katherine – anything in the marshals handbook regarding training? Gomez – we cover drilling in rapier but unsure about heavy rule set. Katherine – training is training. Alex – there is an exemption in armoured combat rules for training for authorisation, but still need to comply with rulebook.
- Tam – when doing heavy training early on, did a lot of unarmoured combat at low speed under supervision – i.e. with shields and swords – this feels similar. Are current rules for training codified already? Is there something about low speed under supervision? If so its covered, if now, its not.
- Rachel thought it sounded fine, if they are managing their risk. Alex indicated impression is no one is managing the risk. He thinks its fine, as long as rules are being followed.
- Rachel checked with Neil who confirmed no rules for half speed etc.
- Discussion on requirement to include rules for training. Question about req to be under supervision of a marshal.

ACTION on Katherine to write up response, to be reviewed via email, and then sent out to Gui and Elena

- Katherine – we need to get back to earl marshal and rowany seneschal – shall we saw we accept it as long as its at reduced speed, under supervision of a marshal. Alex – we should ask earl Marshal for change of rules to accommodate this activity, i.e. training, noting it should be relatively simple.

- (2) question about policies for meetings of local groups covered by Constitution – i.e. are they covered as a sub-committee and if so are there specific requirements they should meet. Tegan to draft response, circulate to board for approval then send it off
 - Gomez – unsure on legal requirement. Thinks she should do what is common practice.
 - Katherine noted corporate boards publish minutes with peoples names.
 - KS – unsure on email addresses. (Alex – noting history that this is being discussed at Rowany Senate in terms of requirements, best practice etc). KS considers they are not a sub-committee.
 - Alex – where does authority of a group comes from, if in theory it comes from the constitution? Discussion on legal basis. Only seneschal and reeve have real world legal authority. Perhaps the board agrees on the policy, and that empowers the groups. If lack of policy exists, the groups are likely free to come up with their own solution within the bounds of overarching requirements. Framework applied via definition of what the group is – i.e. Barony or Shire etc. (In Lochac laws).
 - Noted - Governing docs of sca – real world law, const, scaanz, sca ltd operating agreemnts, operating policies, corpora, us laws, sca lochac laws, words of kingdom officers, baronial seneschals
 - **Groups Guide** – take minutes and publish them on the website. Also **Lochac Procedures Manual**.
 - Reference –
 - V. Branches
 - 1. Creation of Branches
 - The creation, advancement and management of branches within the Kingdom shall be governed by the regulations laid down in the governing documents of the SCA.
 - **Proposed response –**
 - **Not a sub-committee**

- Hold meetings and take minutes. Names are ok but no 'personal' emails.
- Provide link to resources

Suggest use of KS chat to draw on collective expertise of seneschals – sorts out basic procedural issues quickly.

8 Treasurer's report Prep for AGM/audit – auditors have access and are working through it. Number of things to prep for it – finding facts and figures etc. Will reach out to Tegan or relevant board person if assistance required. The auditors really want to know the date of march meeting to let them work through what we need to do for AGM so it can be approved by us in advance.
Treasury side of things – all bills paid. Waiting on contact from other accountant – Tam is chasing them today/tomorrow

9 Other Board business

Combat rules update

Earl Marshal sent through updated Handbook. In dropbox in "for next meeting" file. Things that have been added are in red, with a change log at the bottom.

Alex to provide email comments to board asap reminder to review and provide response by 26 Feb

- First proposed change 2.2.3.2 – senior marshal may also become kingdom armoured combat marshal, earl marshal. Maybe this has already been changed?
- 3.3(a)(vi) change
- Requirement for marshal to have concussion training?
- 3.4(3)(b)(v)
- 3.5(4)(b)(vi)
- Requirement to be cleared by doctor after concussion – needs more info
- Change in padding of thrusting tips. Not ok noting concern for concussion.
- We will review this out of session. Alex to provide comments to the group.

AGM Date – 1400h, 12 May 2024

- Tam on track for it
- Tegan – minutes were already done and so can be put in folder for AGM. Still needs to review remaining task list to identify anything outstanding. Notice needs to go in soon about the date. Tam – 6 weeks notice required – by 31 March.
- Katherine to check she has advertised date in Pegasus

Note out of session things to be done in coming week.

10 motions Motions carried out of session
out of session none

Next Meeting: 18 March 2024, 7:00pm AET

Meeting Close 8:30pm.

Actions to be completed

All:	Alternate crown
Chair:	Gin gin lease – contact lawyer to get a standard lease to have on hand. Concussion syndrome Vic weapons
Secretary:	Draft response for rowany email Code of conduct update
Treasurer:	Ndis invoice
Kingdom seneschal:	
Other	Alex – combat rules comments to be emailed Alex – child safety SA & WA