

December 2022 SCANZ Committee Meeting Minutes

18/12/2022

Meeting Opened: 7:34 pm

Present: Liz Brodie (Chair), James Piesse (Vice-Chair), Richard Goodwin (Secretary), Declan Lennon (Treasurer), Beth Kent (Registrar), Jasmine Fuller (incoming treasurer,

1) Acceptance of Previous Minutes
Accepted.

2) Correspondence

- a) Crown Selection Process - Chris Stanley and SCAA BOD - see Progress Reports
- b) Correspondence with Trent Deakin re bank account changes, Paypal and treasurer email.

We have a scanz.treasurer@gmail.com email address which is still accessible (or perhaps forwarding) to previous treasurers. Also should remove Trent and previous treasurers from IRD account, and sort out access to the treasurer@sca.org.nz. Treasurer@sca.org.nz should be the only address we use.

Declan and Jasmine to sort this out.

3) Treasurer's Report

- a) Bank Account Signatory Change
Kiwibank not responding. All forms signed as far we know to change the signatories to the current committee members.
- b) Reeve Non-Disclosure Declarations
No further emails from NZ reeves. Had reply from Cluain but they are in progress of switching. Also Ildhafn in transition. SG will get it done now. Declan to chase up Darton but so far has not had any response.
- c) Xero Access
Scott and Jasmine now have access. Primary access is linked to the treasurer@sca.org.nz which will be changed to Declan for tracking and primary access transferred to Jasmine.

d) Handover

Declan and Jasmine have started discussions.

4) Registrar's Report

Last month I reported 1 new member in Cluain in November. That should have read October.

Membership as at December 1

	2022	2021
Ildhafn	34	31
Cluain	26	28
Crown Lands	3	3
Darton	54	49
Southron Gaard	110	111
Total	227	223

No new members in November

AGM was completed on 11/12/2022. Quorum was 23. 31 people participated.

Motion to accept previous AGM - 26 For, 5 Abstain. Motion Passed

Motion to accept financial reports - 25 in favour, 3 abstentions, 3 against. Noted that the starting values for Ildhafn for 2021 were noted to be incorrect.

Treasurer to investigate Ildhafn discrepancy.

Bravo to Cluain for having the highest proportion of members participate in the AGM.

5) Kingdom Seneschal's Report

Quarterly report received.

6) Progress Reports

a) SCA Inc Affiliation Agreement

i) *Payment of membership fees (Beth and Declan). Progress with ombudsman.*

Deferred to next meeting. No reply from SCA Inc yet.

ii) *Agreement review (Committee Members). Concerns re notifications and consultation.*

Deferred to next meeting

b) Insurance Policy Review (Richard)

Queries raised about policy details. Review underway. Associations Liability

quote required.

Reports received from Amy. Still in progress.

- c) Sanctions Guide (Bill)
Review commentary. Defer to January Meeting
Deferred to next meeting
- d) Membership Fees Review
Review financial position and whether membership fees need any adjustment.
Pending quote for changes to insurance
Deferred to next meeting
- e) Committee Activity calendar/reminders
Use of online calendar facility to keep track of all of the periodic things we need to do.
Calendar is set up using secretary@sca.org.nz address.
- f) Rapier Armour Reductions (James)
Request to permanently remove the obligation to armour 10cm down inner thigh, and to extend the grace period temporarily removing this obligation until 28/2/2023 to allow time for the change to be notified.

Committee agrees. James to advise Kingdom Rapier Marshal.
- g) New Incorporated Societies Act
A new Incorporated Societies Act is now law and will require some changes to SCANZ Constitution and procedures.
Deferred to next meeting. Advice received from lawyer that we can change constitution to meet the Act
- h) SCANZ Container at Canterbury Faire Site
Review procedure for charging for use, in order to cover Southron Gaards costs for the site
Email has been sent to Seneschals. Darton has responded. David MacLagan has agreed to draft a procedure for collecting funds in the future.
Focus at this point to be North Island groups to determine appropriate amounts to transfer to Southron Gaard.
- i) Use of Photos on SCA Social Media
Kingdom Seneschal to determine appropriate procedure with NZ group seneschals.
Deferred to next meeting.

j) Paypal
Account to be closed.
This has been actioned by Trent Deakin.

k) Reeve's Handbook
Draft handbook provided and requires endorsement to have effect.

Committee has some concerns. Some issues with advice, some related to statements of policy which should either be in financial policy document or omitted from handbook.

Approval not granted at this point. Committee to forward comments to Kingdom Exchequer.

l) Crown Tourney Format
Initiative to have a Fencing Crown Tourney
Discussion re releasing letter to populace and possibility of progressing discussion with the populace.

Committee is supportive of forming a joint subcommittee with SCA Ltd to explore this further and consult with the populace.

m) Committee Change
The committee thanks James Piesse for his service as committee member, and welcomes Josie Welch. Official change will occur 1st January.

Liz to request David Robb to action emails transfer. After transfer we also need an updated email mapping to confirm which emails are going where.

Meeting Closed: 8:53

Next Meeting - 15th January.