

2022 November SCANZ Committee Meeting - Minutes

20/11/2022

Meeting Opened: 7:31 pm

Present: Liz Brodie (Chair), James Piesse (Vice-Chair), Richard Goodwin (Secretary), Declan Lennon (Treasurer), Bill Dabbs (Kingdom Seneschal), Beth Kent (Registrar)

- 1) Acceptance of Previous Minutes
Accepted.

- 2) Correspondence
 - a) Application for Treasurer - Jasmine Fuller
Application accepted with thanks. Richard to get declaration of suitability sent for Jasmine to sign.

 - b) Use of SCA Photos - Lochac Social Media Officer
Photos from Coronation have proven problematic partly because of the specific question asked about permission on the booking and also links to some photos were posted to a group social media page before vetting.

The committee agrees that expecting the Lochac Social Media Officer to check photos for permission is entirely unreasonable. In the case of Kingdom events this should be the responsibility of the Steward or their nominated deputy. KingSen to determine appropriate procedure with NZ Seneschals and ensure web/social media officers are updated.

Event Sign in forms already have a column for ticking to give consent to use photos. For events using Gatekeeper, ALL attendees MUST be asked whether they give consent for photos to be used in social media.

- c) Paypal - Trent Deakin
~\$400 to be transferred from Paypal account to Cluain for Coronation. ~\$556 to be transferred to Southron Gaard for CF 2021. If we keep the account we will need to update details, which will likely be tricky as Paypal don't really like accounts to be used like we use it.

Committee agrees that Paypal is not really working as intended. All funds to be brought/transferred into NZ local accounts as above and the account shut down. NZ groups to be advised that EFTPOS options are available for major events and

these do not require merchant. As long as the hire agreement is less than 6 months these agreements can be dealt with by the local group seneschals and event stewards.

3) Treasurer's Report

a) Bank Account Signatory Change

Trying to get James's Kiwibank access number to get that sorted. James will organise to go into a branch asap to sort that.

b) Reeve Non-Disclosure Declarations

Have not heard back from any NZ reeves. Will send again.

c) Treasurer's Report for AGM

Has now been sent (20/11/2022).

4) Registrar's Report

Membership as at November 1

| | 2022 | 2021 |
|----------------|------|------|
| Ildhafn | 32 | 32 |
| Cluain | 26 | 28 |
| Crown Lands | 3 | 3 |
| Darton | 54 | 50 |
| Southron Gaard | 115 | 109 |
| Total | 230 | 222 |

1 new member in Cluain in November

5) Kingdom Seneschal's Report

a) Review of Warrant confirmation process in Regnumator

Confirmed that when a new officer takes office the first time they log in they are prompted with a privacy statement to accept. This is recorded in the Regnumator.

b) Revocation and Denial of Membership of Mikhail Robert Gordon (sca name: Robert Gordon of Ravensbrook) has been announced.

c) Louise Armstrong (Helouys le Poer) application for Kingdom Exchequer has been accepted. Needs SCANZ Committee approval.

Committee so approves.

- d) Working on an affiliation agreement for Colleges (issue for Australia at the moment). There is talk of a College in Dunedin starting.
 - e) Offer has been made for a new sword of state to be made. Matter is being discussed by the Council of the Regalia. This council is also discussing the idea of early period crowns to be constructed.
- 6) Ongoing Business
- a) Nomination to the Committee
As only one nomination has been received, the Committee appoints Josie Welch as the new committee member. Notification to the membership will be made in the AGM document. Congratulations to Josie whose term will start in January 2023.
 - a) SCA Inc Affiliation Agreement
 - i) *Payment of membership fees (Beth and Declan). Progress with ombudsman.*

Declan has emailed SCA Inc Treasurer and Exchequer on 8/11/2022, asking for an invoice. No response as yet.
 - ii) *Agreement review. Concerns re notifications and consultation. (Liz)*

To be done. Committee noted that SCA Inc President's report has been received and will be reviewed.
 - b) SCAA/SCANZ affiliation agreement
Review and Renewal required every 3 years. Possible changes required related to Crown Tourney Format

Request to delegate procedure for Crown Tourney format has been rejected by SCA Inc. The SCAA/SCANZ affiliation agreement otherwise seems to be fine and the relationship is operating well, so we see no reason to change that.
 - c) Insurance Policy Review (Richard)
Queries raised about policy details. Review underway. Associations Liability quote required.

Request for quote has been sent as well as request to increase public liability. Invoice for the public liability should come next week, as well as quote for Association's liability. Amy to follow up next week if we don't have anything from them by next week.

- d) Sanctions Guide (Bill)
Review commentary.

Still in progress.

- e) Crown Tourney Format
Initiative to have a Crown Fencing Tourney

Unfortunately as SCA Inc has not allowed a change to the affiliation agreement so this will be unlikely to proceed. Committee to discuss with SCAA and see if they see any paths for this to progress further.

- f) Membership Fees Review
*Review financial position and whether membership fees need any adjustment.
Pending quote for changes to insurance*

- g) SCANZ AGM (Liz)
Need to ask for agenda for AGM and nominations for SCANZ board.

Committee apologies that the AGM documents have not been sent. AGM date is now changed to 11/12/2022. A link to the AGM documents will be sent out by the end of this week by the Registrar.

- h) Committee Activity calendar/reminders (Liz)
Use of online calendar facility to keep track of all of the periodic things we need to do.

Automated notifications not able done on website calendar. Looked at Trello but calendar requires premium subscription. Richard to set up Google calendar instead under secretary email address.

- i) Experimental Rapier Armour Reductions (James)
Update on correspondence with Kingdom Rapier Marshal

No further communication from Kingdom Rapier though disappointment expressed.

- j) New Incorporated Societies Act
A new Incorporated Societies Act is now law and will require come changes to SCANZ Constitution and procedures.

Review underway. May schedule an SGM to do rule changes that are required.

k) SCANZ Container at Canterbury Faire Site

SCANZ had determined that income would be collected for this and costs to SG would be covered. SCANZ would manage this. Treasurer can't see any income for the container in the SCANZ accounts for the last couple of years.

Liz to send email to Ildhafn, Cluain and Darton asking for them to come to an arrangement to cover the \$365 + GST that Southron Gaard has been billed for. Richard to discuss with Llewellyn a procedure for the future collection of income.

l) Corporate Bank account change

Committee is concerned that Kiwibank does not provide the level of service we expect. New treasurer will be asked to investigate other options. Anecdotally, Westpac has provided "pretty good" service to Southron Gaard. Cluain also hasn't had any issues with Westpac recently.

7) New Business

a) Reeve's Handbook

Committee has received new draft handbook from Kingdom Exchequer. Will review and send approval once checked.

Meeting Closed: 9:45pm

Next Meeting: 18th December. Note this will be shortened agenda due to other commitments.