

SCANZ Committee Minutes

Meeting opened 7:33pm 19 April 2026, on-line.

Attending: Kerry McSaveney (Chair), Jacqui Macgregor-Pahl (Vice-chair), Scott Campbell (Secretary), Tegan Hunter (Kingdom Seneschal).

Apologies: Richard Goodwin (Treasurer).

- 1) Conflict of interest - none advised.
- 2) Previous minutes - March meeting - accepted as correct.
- 3) Correspondence:
 - a) Kingdom Seneschal
 - b) SCA Inc
 - c) Insurers -
 - i) Received paperwork for renewal of Associations Liability policy. Scott sent application docs back 15th April. Quotation received; same cost as 2025 (\$3685.75).
Action: Scott to respond to Marsh Inc.
 - ii) Question raised: Public Liability policy is due in June - can we synchronise the two renewal dates.
Action: Scott to query Marsh about this.
 - iii) Question: possible to do event-by-event cover for equestrian activity?
- 4) Treasurer's Report & business
- 5) Registrar's Report - nothing received.
- 6) Kingdom Seneschal's Report
 - a) New Chirurgeon being appointed. Consider changes to this role once new person is bedded in. What should new role be? KS to canvas SCANZ and SCA Ltd about this.
 - b) KS to appoint an Events Deputy for Crown events "to bully people into running crown events...". This deputy will not have any executive or financial decision powers, so is not a SCANZ Officer (phew!). No issues from SCANZ about this.
 - c) Update re Rowany Festival incident re NZ member: concussion involving observation at hospital. Marshal's report to come. Kerry noted concussion management being added to the Combat Handbook.
- 7) Progress reports from working groups
 - a) Constitutional
 - i) Changes to Kingdom Law - no progress. KS has not yet reviewed proposed changes on SCANZ wiki (https://scanzwiki.fullmesh.co.nz/index.php/Changes_to_Kingdom_Law).
 - ii) SCANZ Officer consents
 - (1) all current officers consented, Ildhafn new B&B in progress (not yet stepped up).
 - (2) Not all consents stored on SCANZ Drive yet. No updates to Societies Register yet, pending access. **Action:** Scott to check how to get access.
 - (3) Simplified email consent form drafted. **Action:** Scott to circulate draft for review.
 - iii) Affiliation agreements - no progress, pending other changes.
 - b) Alternative crown
 - i) Noted positive references by the outgoing Crown in East Kingdom to their recent Crown Tournament with rapier and Lochac's work on this. Presumably the SCA Inc's count down on this is now ticking?
 - ii) Difficult to get any response from SCA Inc. Unsure how to pick up the conversation after the SCA Ltd letter and SCA Inc response.
 - c) SCANZ Server migration - remaining is migration of email list handlers to SCANZ server. **Action:** Scott to check with David Robb about this - can anyone assist?

- 8) Other general business.
- a) Proposed First Aid policy per Sam's committee email - has segued into Chirurgeon role changes. No further action.
 - b) Hot working - Peter Grooby/Vitale has supplied sample Hot Working form used by Silversmith's Guild (non-SCA). Want to borrow this into a simple/easy to use form for hot working at SCANZ events. **Action:** Scott to ask if Peter can do this (being one of the regulars for hot work).
 - c) Next AGM date - selected 2 August, avoiding various people's absences. Latest date to notify members is 21 June (6 weeks prior). Agenda is frozen on 19 July (2 weeks prior).
 - d) Call for next committee member - **Action:** Kerry to call for nominations.
 - e) New DEI officer - **Action:** Kerry to call for nominations. Noted that the first task for incumbent will be to write a decent job description.
- 9) Next meeting - 17 May

Meeting closed 8:25pm NZST.

Items

Item 1 - Approved Minutes - 15 March 2026 meeting

Meeting opened 7:33pm 15 March 2026, on-line.

Attending: Jacqui Macgregor-Pahl (Vice-chair), Scott Campbell (Secretary), Richard Goodwin (Treasurer), Tegan Hunter (Kingdom Seneschal).

Apologies: none received

- 1) No conflicts of interest declared.
- 2) Previous minutes (February meeting, Item 1) - accepted as correct
- 3) Correspondence:
 - a) None received
- 4) Treasurer's Report & business
 - a) P&L for Corporate up \$911, for Kingdom down \$1544 (payment of current Crown's travel expenses)
 - b) Net SCANZ assets at \$114,816 (slightly oversize due to Canterbury Fair overhang).
 - c) Kiwibank term deposit has been released and transferred to Kiwibank main account.
 - d) Actions:
 - i) deal with Westpac over mishandling of the EFTPOS merchant account at Canterbury Fair.
 - ii) confirm with IRD that our latest Constitution changes meet their tax exemption rules.
 - iii) ask Beth and James to begin transferring Kiwibank funds over to the current accounts..
- 5) Registrar's Report
 - a) None received
- 6) Kingdom Seneschal's Report
 - a) Fairly quiet. Details are in the Lochac quarterly report.
- 7) Progress reports from working groups
 - a) Constitutional
 - i) Changes to Kingdom Law - no update from Kerry.
 - ii) Collection of Officer consents - all current consents received and being filed locally. Still 2 pending new Ildhafn baronial appointment. Now to do the Societies Registry update.
 - iii) Affiliation agreements
 - b) Alternative crown
 - i) SCANZ response to US email - no update received from Kerry.
 - c) SCANZ Server migration
 - i) No changes this month. Email processes still to be transferred from Paradise to SCANZ server.
- 8) Other general business.
 - a) Proposed First Aid policy per Sam's committee email. No update.
 - b) Noted that our published sign-in forms still has Covid collateral - draft update circulated late 2025 can be accepted. **Action:** Scott to post on SCANZ website.
- 9) Next meeting - 19 April confirmed. Note the change back to NZ Standard Time.

Meeting closed at 7:47pm.

Item 2 - Policies

A list of Society Officer policies (as referenced in Corpora) being compiled

Policy etc	Publication date	Review date
SCANZ Rules of Incorporation	September 2023	
Affiliation agreement - SCA Inc	10 Nov 2014 (signed 30 May 2015)	
Affiliation agreement - SCA Ltd	30 Sept 2015 (signed 2/11/15)	
SCANZ Code of Conduct	22 October 2022	
SCANZ Financial Policy	2023	
SCANZ Publication & Media Policy (Publishing Statement, Policies & Guidelines)	September 2008	
SCANZ Social Media Policy	10 July 2016	
SCANZ Privacy Policy	25 April 2022	
Children & Young People (Under 18) Participation Policy	March 2017	
SCANZ Bullying & Harrassment Policy	July 2021	
Livestreaming Policy Document (Joint)	1 February 2024	June 2026
February 2009 statement from the SCANZ Committee regarding the activities that may be carried out under event memberships vs full memberships	February 2009	
Lochac Issues Resolution Policy and Procedures	2024	