

SCANZ Committee 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.

Items

Item 1 - Approved Minutes - 15 February 2026 meeting

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

Attending: Kerry McSaveney (Chair), Jacqui Macgregor-Pahl (Vice-chair), Scott Campbell (Secretary), Zara Kinsett (Registrar).

Apologies: Richard Goodwin (Treasurer), Tegan Hunter (Kingdom Seneschal).

- 1) No conflicts of interest declared.
- 2) Previous minutes (January meeting, Item 1) - accepted as correct
- 3) Correspondence:
 - a) SCA Ltd (Oz)
 - i) Noted our displeasure with SCA Ltd for an AltCrown email to SCA Inc, claiming SCANZ support for something we had not seen before it was sent.
ACTION: Kerry to draft a "Really? Not good enough!" response to SCA Ltd.
 - b) SCA Inc (US)
 - i) response to SCA Ltd email, reiterating the original 2027+ timetable for any AltCrown decision by the US board. A joint meeting seems to be the only option to soften entrenched attitudes - see 8ai) below.
 - ii) Additional to previous message from US Corporate Operations about Critical Vulnerability detected in Lochac servers: Lochac webwright is engaging with US board's cyber insurance agent to find a resolution. Our strong desire is to continue using the [.sca.org](https://www.sca.org) suffix in our web addresses, so mollifying US insurance agents sufficient to allow SCA Inc to continue with this seems to be a requirement. No action currently required from SCANZ.
 - c) Sam West/Kotek re First Aid policy - see 10b) below.
- 4) Treasurer's Report
 - a) This reign's travel fund allotment has been used up as of February.
 - b) Southron Gaard has caught up outstanding levies and event memberships. Closing old bank accounts.
 - c) Corporate is getting steady membership income each month.
 - d) Early cancellation of Westpac Merchant facility for EFTPOS at CF: I'm going to ask for some fees reversed and for establishment fee next time we want it to be waived.
 - e) Quarterly reports from all groups were received and the reeves seem to be ok. Darton reeve changeover is happening; online banking access will be sorted out this week.
 - f) I ran the Canterbury Faire gate admin, which I think went fairly well. Working with the steward now to get it all tidied up this month if at all possible.
 - g) There is strong interest from Kingdom Seneschal about a better events management system. I will try to get this project underway.
 - h) Re-engage with IRD to sort out our NFP status now the constitution should meet their approval.
 - i) Other to-dos: engage with Garden City Accountants before the end of financial year; pay SCA Inc outstanding membership fees.
 - j) Current Treasurer's term ends in September. Recommend that the vacancy be advertised. Richard intends to re-apply.
- 5) Registrar's Report
 - a) Membership dithering between 250-260 over recent months. No significant trend.
- 6) Kingdom Seneschal's Report
 - a) Have new Kingdom Hospitaller and shortly a new Chronicler. Still need a new Youth Officer; it's a Deputy role so the Kingdom won't be lost if the position falls vacant, but groups with eager Youth officers will be very sad for lack of an upline.

- b) Will soon need a Crown Events deputy, and the Chirurgeon role out for advertisement now.
 - c) Still don't have a Coronation for Spring '26 locked in. During the next week I will be attempting to peer pressure some groups to run a Crown event. I need help encouraging more Crown bids.
- 7) Constitutional
- a) Actions from SGM
 - i) **ACTION:** Kerry to update the Constitution wiki, and peel off a good PDF copy to be lodged with the Societies Commissioner.
 - b) Officer consents
 - i) Received from 19 of 24 current officers, plus 1 pending, 2 more pending baronial step-up, and 2 laggards being chased (first reminder sent). Targeting all consents in place by 1 April.
 - c) Changes to Kingdom Law
 - i) SCANZ wiki has draft changes available for general viewing at https://scanzwiki.fullmesh.co.nz/index.php/Changes_to_Kingdom_Law.
- 8) Progress reports from working groups
- a) Alternative Crown
 - i) Joint meeting with Ombudsman (SCA Inc + SCA Ltd + SCANZ). This seems like the simplest way to get some traction on SCA Inc's latest statement of timeline. **ACTION:** Kerry to arrange this. The range of time zones makes it a challenge.
 - b) Server migration
 - i) From Scott/Bear: "Nico, David and myself had a good chat at Faire and have plans going forward. David to finish the Mailman move and then he's done. I'll get access to the new server and we will put up Masonry contact info onto relevant hosted content." Committee wants to see detail of Masonry content before going live.
- 9) Additional working groups/sub-committees
- a) Affiliation agreements
 - i) Committee will write to SCA Inc, requesting updates to Corpora to remove those elements specific to SCA Inc and US jurisdiction. This change would allow all the affiliation agreements to become much simpler, since the lists of exceptions to Corpora could be greatly reduced or completely removed. **ACTION:** Kerry to propose wording. Still open.
- 10) Other business -
- a) **ACTION:** Scott to follow up hot work reporting requirements. Not yet progressed.
 - b) First Aid policy -
 - i) review of current Lochac policy noted that Lochac Chirurgeon's page is 10 years out of date. Discussion on the role of the Kingdom Chirurgeon; does not seem to be involved in management of incident reports into any useful database. **ACTION:** Kerry to ask Kingdom Seneschal to review the KC's function, and how this might be morphed into something more useful.
 - ii) Discussion about merits/practicality of requiring some basic 1st aid kit at weekly practices/meetings. Particularly that any ageable material be regularly checked and replaced as necessary. This could include anything as part of an AED.
 - c) Closed session.
 - d) Committee absences and coverage: nil
 - e) Next committee meeting to be on 15 March.

Meeting closed at 9:14pm.

Item 2 - Action points

Date	Topic	Action	Status
20 October 2024	Affiliation agreement	Jacqui to contact SCA Inc and get them to update affiliation agreement to the 2014 version, remind them to follow it, and open discussions about updating it (due to legal changes at our end)	Emailed SCA Inc
20 October 2024	Affiliation agreement	Kerry to email SCA Ltd (and check Drachenwald) to notify them that they have outdated affiliation and financial policy on the SCA.org website.	Partially completed. Still to contact Drachenwald.
20 October 2024	Treasurer's report	Richard to prepare report on recommended financial reporting standards	
20 October 2024	Registrar's report	Josie to follow up on increasing access to membership database so not reliant on one person	
20 October 2024	Working with children & Youth	Jacqui to send out request for interested people about joint working group.	No progress.
20 October 2024	Constitution & affiliation agreement working group	Kerry to send out request for interested people about working group.	Sent out with Call for nominations. Follow Up again
20 October 2024	Policy working group	Check policies due for review	Partially complete (unsure of complete list) KS has requested Kingdom Officers to check for their Society upline

Item 3 - 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	