

SCANZ Committee Minutes - May 2026

Meeting opened 7:36pm 17 May 2026, on-line.

Attending: Kerry McSaveney (Chair), Scott Campbell (Secretary), Richard Goodwin (Treasurer), Tegan Hunter (Kingdom Seneschal).

Apologies: Jacqui Macgregor-Pahl (Vice-chair).

- 1) Conflict of interest - none advised.
- 2) Previous minutes - April meeting - clarification made regarding Rowany Festival incident report - then accepted as correct.
- 3) Correspondence:
 - a) SCA Ltd
 - i) DEIB officer - noted SCANZ's support for SCA Ltd to make this a corporate position - add to SCA Ltd constitution to over-rule Corpora (as SCANZ has done)?
 - ii) Concussion management - now being included in draft Combat Handbook. Some issues to resolve, e.g., what process/period of time to allow before resumption of combat.
 - b) Kingdom Seneschal - soliciting feedback on the desired duties on the Kingdom Chirurgeon.
 - c) SCA Inc - from the Ombudsman, update about Alt-Crown progress. No date for release of info pack for alt-Crown experiment requests.
 - d) Insurers - invoice received for Associations Liability and Public Liability policies, both expiring 30 June 2027.
 - e)
- 4) Treasurer's Report & business
 - a) Overall SCANZ balance sheet: Bank Assets \$111,960 + Fixed Assets \$5,512 - Liabilities \$3,141 = Net Assets \$114,331.
 - b) Preliminary Corporate P&L for year ending 31 March: Income \$5,792 - Expenses \$6,188 = Net Profit (Loss) (\$396). Operating costs increased considerably mostly due to insurance costs. Membership fee has been raised to compensate, but the effects of this will take three years to phase in, so a deficit for the past year is not surprising. Corporate reserves are sufficient to tide us over.
 - c) Appreciation expressed by committee for the work done by Richard with IRD, Companies Office and others in the past year.
- 5) Registrar's Report - SCANZ membership at 259 in May. No obvious trends in any group's numbers.
- 6) Kingdom Seneschal's Report
 - a) Seeking feedback from SCANZ and SCA Ltd re Chirurgeon's role in Lochac (what should it be?). Kerry has responded
- 7) Progress reports from working groups
 - a) Constitutional
 - i) Changes to Kingdom Law - Kerry has discussed proposed changes with Crown and Kingdom Seneschal; closer to a final draft. Kerry is updating the SCANZ wiki.
 - ii) SCANZ Officer consents, status plus proposed email form - all current officers are consented, apart from Ildhafn's new B&B and Cluain's new seneschal. Committee has approved the simplified email consent form.
 - iii) Affiliation agreements - waiting on other actions. Kerry has asked SCA Ltd for copy of their College affiliation agreements for reference.
 - b) Alternative crown
 - i) SCANZ response to US email - no action.
 - ii) SCA Inc updates - awaiting SCA Inc announcement after successful alt-Crown trial. Jean Steurer: "We're currently putting together a packet of information that will outline what we

would be looking for in a request for an alternative Crown. I don't have a date for when that packet will be released, but I imagine it won't be too long." ...

- c) SCANZ Server migration - security patch applied to VPS by David R but no other progress with anything. Masonry are not rushing in to assist with sysadmin work, and we want to relieve David R of this. **Action:** Scott to draft a Position Description for a SCANZ System Admin, and we call for applicants.

8) Other general business.

- a) Hot working documentation - Scott has asked Peter Grooby to draft a Hot Working form.
- b) Call for next committee member - no action. **Action:** With Kerry as Chair.
- c) Call for DEI officer - no action. **Action:** With Kerry.
- d) Registry data access - Scott has a selection of info from Nico about info stored in the Registry and access to this. **Action:** Scott to collate this into a sensible summary, so that we can understand it.
- e) SCANZ corporate memory - how good is it? Given the transient nature of committee members and executive officers, how can we retain some knowledge of key decisions and reference information? The committee list email archive is the nearest thing we have to a long term record, assuming that we commit enough traffic to that list - it's not bullet-proof. Any record system integrity is at the mercy of people to actually use it, and this is a fact of our current life. No suitable action is obvious; none proposed.
- f) NZ Privacy Act update came into effect on 1 May. We need to review/update our Privacy Policy.

- 9) Next meeting - 14 June, noting that the AGM announcement must be done no later than 21 June.

Meeting closed 9:31pm NZST.

Items

Item 1 - Approved Minutes - 19 April 2026 meeting

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).

10) Conflict of interest - none advised.

11) Previous minutes - March meeting - accepted as correct.

12) 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?

13) Treasurer's Report & business

14) Registrar's Report - nothing received.

15) 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.

16) 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?

17) 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.

18) Next meeting - 17 May

Meeting closed 8:25pm NZST.

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	