SCANZ Committee Meeting - 18 October 2026

Meeting Opened: 7:29pm
Present: Kerry McSaveney (Vice-Chair), Sandra Wheeler (Secretary), Richard Goodwin (SCANZ Treasurer), Scott Campbell (Chair), Teagan Hunter (Kingdom Seneschal)
Apologies: None Received

Minutes

1) Conflict of interests: None advised
2) Previous minutes: September 2026 meeting minutes - Accepted as correct
3) Correspondence:
    a) SCA Ltd -
        i) Correspondence from Kingdom A&S Officer - Alternative A&S Formats for Events
        ii) Passing of Steve Pye (Master Don Owain Cantor Ap Hugh)
        iii) Cockatrice editor recruitment
        iv) Social Media Safety Reminder
    b) Kingdom Seneschal
        i) Recruitment for Exchequers - Both Australia & New Zealand branches
        ii) Updated Kingdom Laws - Request for review and approval
    c) SCA Inc
        i) None received
    d) Insurers
        i) Requested for more information about the activities that would take place at Canterbury Faire, namely, would the public be attending? Will there be equestrian activities? Will there be 'hot work'?

            As 'hot work' was a new question there was discussion and agreement that assuming that working with a gas torch was included that hot work would be likely to be occurring. ACTION: Kerry to contact the Canterbury Faire subcommittee regarding 'hot works', Sigurd would be a good resource to have on the committee for that.
    e) Companies Office
        i) None received
    f) IRD
        i) None received
    g) Other Correspondence
        i) SCANZ internal correspondence with document / recruitment ad drafts
4) Treasurer's Report & business
    a) Healthy month for incoming funds for Kingdom and Corporate. Canterbury Faire 2026 has been closed out and the levies paid, event memberships etc. Good number of normal memberships, normal outgoings. See attached Treasurers Report (Appendix A)
5) Registrar's Report
    a) None received.
6) Kingdom Seneschal's Report.
    a) (*Communications issues during the meeting prevented a verbal report from the Kingdom Seneschal).*
7) Progress reports from working groups
    a) AGM - matters arising
        i) New SCANZ Officer roles: recruitment advert drafts. The Committee was satisfied with the amended drafts. ACTION: Kerry to touch up with amended dates and Scott to send out.
    b) Committee member rotation - transition status

i) Sandra has yet to progress the bank account application (pending finalisation of new residential address)
ii) Kerry has achieved her access
iii) Richard advised there is a problem with administrator accounts, there are not enough active admins. ACTION: Richard to ensure Kerry granted admin access.
iv) Constitutional Changes to Kingdom Law - updates need approving
(1) Definition of events - the Society Seneschal is looking to add a new definition. Happy with the draft of the affiliation agreement.
(2) 10.3 - Health and safety - phrasing is acceptable for laws, other documentation gives the details
(3) MOTION: to approve the 9th October 2026 version of the updated Kingdom Laws. Carried.

c) SCANZ Officer consents - status
i) Incoming Crown have been reminded to send their consents. None have been received as the Secretary had not sent the paperwork ACTION: Sandra to send. Needs to be sent prior to the 15th November 2026.
ii) Affiliation agreements
No progress since last time, draft is pending.

d) Alternative crown
i) SCA Inc updates - none received

e) SCANZ Server - migration update, sysadmin document

f) Policy review - status (uncertain, Kerry to review)
i) Privacy policy - Requires an update to include information management during disputes, IPP3A, collecting information from other people. ACTION: Kerry to review, update and provide draft to committee
ii) Children & Young People Policy needs review
iii) Social Media Policy needs review
iv) Publishing / AI policy: SCANZ would like a policy to overlay the Society level policy. There was some discussion about whether a new policy should be created or if it could be handled via an update to an existing policy e.g. Publishing. ACTION: Scott to review and update the Publishing policy.
v) A recent independent review has advised that both the Australian and New Zealand branches need to update their issues resolution policy, improvements are required to comply with the findings. It was identified that there was a reasonable amount of work to be done to unpack the findings of the review and the existing policies would need to be checked against it, as well as ascertaining if new ones would be required.

8) Other general business.
a) Gatekeeper: A decision was requested regarding a blanket ban on its use. After discussion, the SCANZ committee agreed that Gatekeeper is not to be used for events due to the way that it downloads member information from the registry databases for Australia and New Zealand. ACTION: Scott to contact Masonry to ensure that the Gatekeeper application is removed from servers. ACTION required - SCALA to be contacted to ensure that it is not used in Australia either.
b) Upcoming roles require advertising - new roles, registrar needs advertising, exchequer has been sent out. Call for registrar and SCANZ treasurer. ACTION: SCOTT

Meeting closed: 8:35pm

Appendix A - September Treasurers Report

Profit and Loss

Society for Creative Anachronism (New Zealand) Incorporated
For the month ended 30 September 2026

Branch is Corporate, Kingdom.

	CORPORATE	KINGDOM	TOTAL
Trading Income			
Event Memberships	755.00	-	755.00
Interest - Received	-	2.79	2.79
Kingdom Levies	-	1,456.00	1,456.00
Money Recieved to Wrong Group	440.00	-	440.00
SCANZ Membership 1 Year	60.00	-	60.00
SCANZ Membership 3 Year	410.00	-	410.00
Total Trading Income	**1,665.00**	**1,458.79**	**3,123.79**
Gross Profit	**1,665.00**	**1,458.79**	**3,123.79**
Operating Expenses			
Xero Fees	40.25	-	40.25
Total Operating Expenses	**40.25**	**-**	**40.25**
Net Profit	**1,624.75**	**1,458.79**	**3,083.54**

Balance Sheet

Society for Creative Anachronism (New Zealand) Incorporated
As at 30 September 2026

	30 SEPT 2026
Assets	
Bank	
Cluain (Westpac)	14,417.43
Darton (Westpac)	5,073.93
Ildhafn (Westpac)	10,378.10
Kingdom (Westpac)	11,613.03
SCANZ Corporate - Westpac	27,813.41
Sherwater Westpac Account	8,275.51
Southron Gaard - Cash Advances/Floats	1,470.00
Southron Gaard (Westpac)	23,765.66
Southron Gaard FAT (Westpac)	6,017.95
Total Bank	**108,825.02**
Fixed Assets	
FA - Archery	378.87
FA - Feastware	1,846.81
FA - Feastware - Acc Dep	(1,498.66)
FA - General	9,491.22
FA - General - Acc Dep	(9,471.22)
FA - Rapier	3,913.04
FA - Rapier - Acc Dep	(3,587.39)
FA - Storage	6,422.41
FA - Storage - Acc Dep	(3,075.27)
Total Fixed Assets	**4,419.81**
Total Assets	**113,244.83**
Liabilities	
Current Liabilities	
GST	(1,175.77)
Total Current Liabilities	**(1,175.77)**
Non-current Liabilities	
SCA Membership Liability	3,365.19
Total Non-current Liabilities	**3,365.19**
Total Liabilities	**2,189.42**
Net Assets	**111,055.41**
Equity	
Current Year Earnings	(2,383.46)
Pre Xero Equity	88,651.77
Retained Earnings	24,787.10
Total Equity	**111,055.41**