

SCANZ Committee Meeting

The October SCANZ meeting was held Sunday 20th October at 7:30pm on Discord
<https://discord.gg/uptqPnqi>

The agenda is available at

https://docs.google.com/document/d/15S9YHWFbTBjW4vyhUgxOV5DfQlyPTtoBDhSTvEKTL_k/edit?usp=sharing

Draft Minutes

Meeting started 19:35

Present - Kerry, Josie, Jacqui, Ray, Richard

Public excluded from Disputes section

- 1) Conflict of interest check - none
- 2) Previous minutes - not online because Jacqui forgot password - added to meeting chat
Accepted
- 3) Correspondence:
 - a) SCA Ltd (None received)
 - b) SCA Inc
 - i) Corpora updates proposed - Action point: Kerry share with members, and work on translation for what that means for Committee
 - ii) Affiliation agreement on SCA.org website is out of date
 - (1) Action: 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)
 - (2) Action - Kerry to email SCA Ltd (and check Drachenwald) to notify them that they have outdated affiliation and financial policy on the SCA.org website.
 - c) Earl Marshal
 - i) Updating references to Concussion Recognition Tool to future-proof updates to the tool
 - (1) Action - approved
 - d) Other
 - i) Event submission form query (notification of events that need to go past our insurer)

(1) Resolved for events over \$5000

(2) Josie to email Kingdom Seneschal - to add additional checkboxes for insurance trigger, (animals - for equestrian events,)

4) Treasurer's Report & business

1. Correspondence

- a. Emails with K.Exchequer, NZ Deputy Exchequer, James Glover and Elizabeth Kent re transferring Kingdom funds to new Westpac accounts
- b. Emails with NZ Deputy Exchequer and Southron Gaard Seneschal re SG reeve applicants
- c. Emails with Companies Office re filing financial reports. Seeking clarification if we can file using previous standards
- d. From Kingdom Seneschal re application for Kingdom Exchequer from Jeremy Gregson
- e. From Council of the Purse re kingdom funding requests from Aussie groups (actioned in Australia)
- f. With various authorisers we getting their paperwork completed with Westpac. Mostly done. A couple had hiccups.
- g. With Elizabeth Kent and James Glover authorizing payments from SCANZ Kiwibank account. Refund to Simon of Cluain and transfer to Southron Gaard.
- h. Received courtesy copy of SG quarterly report

2. Projects

- a. Working with IRD. Requested extension to file Income Tax Return. Will get this done asap
- b. Reviewing financial reporting standards required by Companies Office. Report with recommendation to the committee being prepared
- c. Updated Xero subscription (no price change) to current version of plan, which includes GST reporting
- d. Had discussion with K.Exchequer re some aspects of Xero in Australia. I plan to work with NZ Deputy Exchequer to discuss changes to same here.
- e. Need to begin reviews of group accounts and record keeping.
- f. Prepare budget including insurance and IT cost changes.

5) Registrar's Report - none received.

- a) Action point - Josie to follow up on increasing access to membership database so not reliant on one person

6) Kingdom Seneschal's Reports

- a) Kingdom Seneschal's report received.
- b) Some correspondence re SG baronial changeover process
- c) Special projects proposed

- i) Investigate DEI officer at Board & Committee level (Corporate Officer).
Noted as a good idea
 - ii) Investigate notification etc to SCA Inc about alternative crown - joint project? Waiting on results of survey
- 7) Disputes (public excluded) - moved to end of meeting
- 8) Progress reports from working groups
 - a) Current working groups
 - i) Alternative crown
 - (1) Last 3 days of process, report to be sent at end of polling (currently 59.4% of membership)
 - ii) Server migration
 - (1) Nothing heard re server quotes
 - (2) Action point: Jacqui to chase up Lowrens re pricing
 - iii) Working with children & youth
 - (1) No progress
 - (2) Action - Jacqui to send out request for interested people about joint working group.
 - b) Proposal for additional working groups/sub-committees
 - i) Constitution & affiliation agreements
 - (1) Action - Kerry to send out request for interested people about working group.
 - ii) Other policies
 - (1) Check for policies due for review
 - (a) Bully & harassment
 - (b) Update existing policies to include a review date
 - iii) Any others? - Set up any working groups for each policy that's due for review
- 9) Any other business
 - a) Officer appointments
 - i) Kingdom Exchequer
 - (1) Action: SCANZ approves the appointment of Nicodemus Novello (Jeremy Gregson) as Kingdom Exchequer.
 - ii) Deputy Exchequer for New Zealand
 - (1) Action for Kingdom Seneschal - advertise the role, and allow incumbent to reapply.
- 10) Public excluded - Disputes. Richard left the meeting ahead of discussion
- 11) Next meeting 24 November.
- 12) Meeting closed 8:30ish