

SCANZ MONTHLY CONF CALL GENERAL BUSINESS MEETING

Minutes of Meeting held on: Tuesday 18 February 2014 - meeting opened 7pm

PRESENT: Angela Wells, Dillon Burke, Melissa Muckart, Trent Deakins

OBSERVER(S): Tiffany Brown, Chair SCA Ltd

APOLOGIES/DECLINED: late apology from Tina Bean, Lochac Seneschal.

Previous Business	Discussion	Outcome/Action
Minutes	Minutes from January meeting approved with one correction: The term deposit is \$10,000	Dillon to update the meeting minutes

New Business	Discussion	Outcome/Action
Workload from Melissa	Agreement that the workload list was big so would only discuss those issues that we would be dealing with in the next month.	None required
YAFA	Ange will go over the YAFA stuff and the policy, see where we are and have notes to the Committee in two weeks. Need to deal with nominated caregiver forms. Louise in Australia is also working on this if we want to liaise with them more closely.	Ange to review and provide notes to Committee in two weeks.
Affiliate Agreements	Draft affiliate agreement received from the SCA Inc. it is the template that they intend to use for all affiliates, noting that there will be appendices or addendums specific to the individual affiliates if needed. Australia isn't talking about this until their next meeting.	Dillon to review and send comments by weekend. Dillon will coordinate with Au to ensure consistency of message to Inc
Publication Policy	Publication policy is 8 years old now and due for a refresh. SCA Ltd advised they need to go live with their version ASAP. This was noted by the Committee. Publication and social media don't necessarily need to be in the same policy, and therefore wouldn't need to be updated at the same time.	Melissa is waiting for Vicki Hyde to return from holiday to discuss updating.

Bullying & Harassment	Big issues at present in Kingdom, lost one group and one baroness in Au. Liaise with Louise in Au. Would be great to have a common policy that works in both entities for consistency across the kingdom. Au has a policy but need to update.	Melissa will work on drafting up something for discussion as soon as possible. Melissa will also liaise with Lou in Au.
Social media policy	Agreed this was an issue that needed to be on the short list due to the B&H claims. Also hoping to have a common policy with Au where possible. Au's social media and publication policies have a large amount of overlap, that is part of the issue of potentially separating them.	Dillon will review Au's draft SM policy
Chirurgion Proposal to eliminate the office	Dillon sent information on NZ legislation, ACC scheme and Good Sam laws but hasn't heard a reply. Expecting to receive something from the Chirurgion soon. There would be some fallback on the event steward if the Chirurgion office went away. Those on the call from NZ hadn't heard much in the way of pushback on the proposal.	Mel to draft a notice to membership asking them to send us comments on the proposal so SCANZ can reply to the Inc appropriately.
PO Box	Need to get one officially. Dillon happy to get one at the post shop on Lambton Quay as he walks past there on his way to and from work. Brief discussion about need to make it a fairly permanent address for the Inc and we would therefore need the ability to have mail forwarded at some point once Dillon has served his time on the committee.	Dillon to the post shop if they have a box available and find out the cost of forwarding mail.
Insurance	Scott Lowrens was going to look at the cost of insurance for Southron Gaard. They are still the only group that wants contents insurance.	Ange will continue to liaise with Scott
Grants, Leases, Purchases	This is a medium term concern re providing institutional support for the groups, letting them know clearly what they can and cannot do as the groups are not legal entities, only SCANZ is a legal entity.	Trent offered to look into this.

Meeting closed 8pm