

SCANZ MONTHLY CONF CALL GENERAL BUSINESS MEETING

Minutes of Meeting held on: Wednesday 11 June 2014 - meeting opened 7pm

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

APOLOGIES: Elizabeth Kent

Previous Business	Discussion	Outcome/Action
Minutes		
Bullying & Harassment Policy & extension of trial period	Discussed feedback, and how we should go forward with the pilot. General support for idea of extending beyond three months, but to not have an indefinite or open trial. Did not want extension to clash with AGM in October.	Agreed to extend pilot to November, exact date to be confirmed by email.
Server fees	Discussed if the fee is reasonable. \$1.45 per month.	Agreed to pay SCANZ contribution of \$1.45 a month.
AGM	How to set up an electronic AGM.	To think about and discuss.
Affiliate Agreements	Have been sent to the USA and receipt acknowledged.	Wait for US to get back in touch.
Insurance	Need updated schedule so people can see we are covered on the Website copy. Discussed group insurance options. Can we get property coverage for a group?	Ange to follow up.
YAFA	Need some research done on what this could mean for us.	Dillon to take on.
Youth Rapier Rules	Discussed background checks and authorisations. Language is Australian-centric. Not a final product, some known disagreements.	Ange to follow up.

Previous Business	Discussion	Outcome/Action
Contracts Policy	Links to legal liabilities and grants. Due to work pressures on other business no progress to report.	Trent to follow up when time permits.
Social Media Policy		
Publications Policy	Mel has contacted Viki Hyde. Work delayed by illness. Nice to have policy rather than a critical policy at this time, we don't seem to have any major gaps.	Everyone to read Vicki's email and confirm happy to drop work for time being.
Letter to SCA Inc re removal of Officers	Hold off on sending letter for time being.	No action.
Job descriptions and SCANZ Committee Handbook	Mel proposes creating some basic job descriptions and timelines. No luck getting older committee members to contribute.	Mel to circulate job descriptions to the Committee for discussion.
Lapco	Discussed setting up a discount system for SCA members. Looking to proceed and get something set up within the next two months. Could be timely with all the leather from Oz.	Trent to work with Rafe and Rob to progress.
Financial reporting and accounting practices changes		
Financial EOY Progress Report	Still being managed, email sent out, people have replied, just need to confirm with one person.	
Branch Book Review Report	Two Reeve's replaced at short notice over the last year, and some troubles with reporting on events. Trent proposed holding off on review of Cluain and Darton books until things have settled down – push out by six months.	Six month delay for Cluain and Darton approved.
Governance versus	Due to work pressures on other business no progress to report. Could link in to officer	

Previous Business	Discussion	Outcome/Action
operational management	handbooks.	

New Business	Discussion	Outcome/Action
Committee positions.	Trent happy to look at extending term. Mel would like to move on from being Chair by AGM or CF next year.	

Meeting closed at 8:17.

Next meeting scheduled for Monday 9 June, via Skype.