

Minutes
SCANZ, Inc. Committee Meeting
Wednesday 8 October 2014 – 7pm

Participating: Mel, Ange, Dillon

Apologies from Trent and Beth.

Started 7.15pm

OPEN BUSINESS

1. Insurance (Ange)

Nothing from anyone.

2. Event Sign in sheets (Ange)

Ongoing discussion on the corporate list.

3. Unaccompanied minors at events (Ange working with Nicola)

On backburner as the 16 year old was told by parent not to join, so no longer urgent. Work will continue over the next couple of months, as this does need examination for the 14-19 age range.

4. Youth Marshals and authorisation processes and forms (Ange)

No progress, apologies! Busy looking for a new place to live.

5. Publications to National Library (Dillon)

Email sent last week. Waiting for reply. Ideally we would like something that only requires a few documents a year to be uploaded. NB Cockatrice is currently being published electronically from Southron Gaard.

6. Canterbury Faire meetings – any update (Dillon)

Working on snacks.

7. Website domain name change? (Dillon)

New .nz web suffix, could allow us to get sca.nz as a domain name. We have until March 30 2015 to apply. What would the cost be? Similar to the current domain name. Mel and Ange are ambivalent about this. Could get it and set up a redirect. Current name is consistent with US/Oz SCA websites. Dillon to follow up with Masonry to see if it would be beneficial or a waste of money.

8. Affiliate Agreements - update (Dillon)

Email from Lochac Ombudsmen. Revised affiliate agreements should be coming after October 25.

9. Approve last month's minutes for website – (Melissa)

Approved.

10. AGM Update – (Melissa)

Next month, votes close on the 1st, AGM is on Saturday 15th (via a conference call).

11. Job descriptions for approval – (Melissa)

Approved for the website.

12. SCANZ Committee and Corporate Officer Handbook (Melissa)

Next on the list, work will now start as job descriptions are finished. Aiming for something by the Xmas break.

13. Contracts policy to cover links to legal liability, grants (Trent)

Hold, Trent not available tonight.

14. Xero – accounting package (Trent)

Hold.

15. Lapco, etc (Trent)

Primary Discussion Points

- Management of and officer set up
- Do we proceed further and roll out to members on a trial basis or with boots and all?
- Are we putting the group at risk where management of private information is concerned?

Secondary discussion points

- Implication to membership that non-members will not be able to gain discount
- Paypal as primary method to access discount and relevant implications/limitations for members

No major discussion. Mel will contact Einar to check if we have missed anything.

NEW BUSINESS

1. Consider changing to a different week of the month so that Beth can join us? 1st or 3rd potentially?

Happy to change to accommodate Beth.

2. Correspondence, refund letter from IRD. \$1.17. Dillon will forward to Trent.

3. Mel, fubar'd email archive and backup. So 4-5 comments on Bullying & Harassment may have been lost. Will do a search and try and track them down. Will wait until after the AGM.

HOLD

2. Societies office changes in 2015 (Trent)

3. Governance vs. operational management (Trent)

4. Grants, Leases, Purchases (Trent)

5. YAFA (Dillon)

6. Letter to SCA INC requesting advance notice re removal of officers (Mel)

All remaining on Hold.

Meeting closed at 7.38pm.