

Agenda
SCANZ, Inc. Committee Meeting
Wednesday 10 September 2014 – 7pm

Meeting opened 7:00pm.

OPEN BUSINESS (from previous months)

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

Approved.

2. Insurance – (Ange)

No movement. Waiting to hear back from people.

3. Event Sign in sheets (Ange)

Ange will follow up around going out with a joint notification. Meeting in Australia has not happened yet.

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

14-19 age band is shades of grey. How do we handle a 16 year old who wants to play, but not to have their parents around. Nicola has been unwell since last meeting in August.

5. Canterbury Faire meetings (Dillon)

- a. Meet the Committee
- b. Committee & Friends Alumni evening

Official Q&A session for 7pm on Wednesday. Social gathering could follow after it ends. Bernard happy to have us make use of his social infrastructure (table, benches, chairs etc).

6. AGM Update – (Melissa)

Everything has been mailed out. There has been a vote. 2013 AGM minutes, updated with list of committee members last year.

7. Committee job descriptions – (Melissa)

Comments have been received and taken on board. New version circulated today for final opportunity to comment. One week deadline for final comments (Wed 17th).

8. Job descriptions and SCANZ Committee Handbook for approval – (Melissa)

As 7 above.

9. 2013 AGM minutes for approval and upload to SCANZ website for approval – (Melissa)

Dealt with in 6.

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

Still working on this.

11. Branch book review progress (Trent)

Still working on this.

12. Societies office changes in 2015 (Trent)

Some legislation changes may be happening with the 1908 Act. Trying to distinguish between fund raising groups and genuine hobby groups. Not aware of any fish-hooks yet for the SCA. Something for the watch list post AGM.

13. Grants, Leases, Purchases, 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

Several emails on this over the last week. Process is complex but driven by the software and limits imposed by the merchant. A 20% discount is still good. Beth offers as Registrar to take care of being the official person to check the account occasionally. Are we open to an inadvertent risk of a privacy breach? Is the risk acceptable for the benefit members will get. Mel plans to ask Privacy Office for guidance, within the next two weeks. Trent has been developing rules for use of the login.

NEW BUSINESS

1. Youth Marshals and authorisation processes and forms (Melissa/Tina)

Need to figure out the exact process. Problem at Marshal end and legal end. Does NZ want to be included in this? Are we using the same process, or a process that can translate across countries? Want people to be able to play in both countries. Cannot use "working with children" check for youth marshals, as that is not present in all states (or NZ). A conversation needs to happen between the committee and the marshallate. How do we minimise the amount of paper work?

SCA Ltd, Youth Officer, Youth Marshal, Ange will follow up.

2. Sanctions and information tracking between SCA Ltd and SCANZ (Melissa/Tina)

Chair of SCANZ should have database access. R&D information should be consistent.

3. LOTS – subsidy from SCANZ? (Tina)

Training for smaller groups in the regions, who are unable to reach a major training session in Canberra. 1-3 of these a year in Australia would be good (Queensland, Melbourne, WA, then New Zealand). Concentrating on problem areas first (no major issues in NZ). Tasmania is moving up the list. Training in NZ needs to be inclusive, get officers up to date, use people in NZ to keep costs down. Separation of Seneschal and Reeve needs to happen, Reeve needs space to do the Reeve job. Phrase "I know this is the law/rule, but in the SCA we do it this way..." is a line/excuse used far too often. Also problems with groups that are not branches, and resistance to requests for the rules to be followed.

In principle agreement for SCANZ to make a to be determined payment (of small size) to support LOTS.

4. Xero – email from Deputy Kingdom Exchequer (Melissa / Trent?)

Trent – open to the idea, would like to know more, has been watching adoption in Australia with interest. IRD are pushing for the accrual method in NZ, could be sticking point with cross-Tasman integration. Ange – if its easier than excel spreadsheets, I will champion it. Trent – push button affair to generate reports, much easier than going through each individual sheet. Mel – cost? Trent - \$20-30 a month? Tina – all of Oz is costing \$125 a month, from SCA Ltd because it is a mundane requirement.

For follow up post-AGM, Trent will be working on it.

HOLD

1. Governance vs. operational management (Trent)
2. YAFA (Dillon)
3. Affiliate Agreements (Dillon)

Dillon to follow up with Lochac Ombudsmen to see if anything happening here yet.

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

Meeting closed 8:05 pm.