

**SCANZ, Inc. Committee Meeting**  
**Sunday 14 June 2015 – Meeting opened 6.03pm Meeting closed at 7.18pm**

**Open Meeting**

**Officer Reports on Open Business**

**Chair (Dillon)**

1. Correspondence from PO Box (if any)/email

Email about Wildmoor – Email about SCA media policy – Health and Safety – Black powder, R and D about Cheryl Hinds and Kingdom Seneschal Report. Dillon will check the PO Box.

2. Bullying and Harassment Policy

Dillon has not seen any discussion of this. SCA Ltd has been concentrating on the R and D. Dillon will email SCA Ltd to start the discussion again.

3. Publications to National Library

No feedback from the National Library. Dillon will contact the groups about things that may need to be noted. Dillon will email groups.

4. Alcohol Policy – sale and supply at SCA events in New Zealand

Dillon contacted the Huranui Council. Will email the council again. Every regional councils policies are different, so it may need to be managed at a local level. Have the Seneschal look at it at an overall level. Dillon will put together an email out to the groups, and will keep the KS in the loop.

5. Food Act implications for SCANZ?

Dillon has looked over the food act. It comes into play in March 2016. It might affect the Mangy Mongal, because they do sell food and drinks to the members. Dillon will communicate to the members about what is going on.

**Finance (Trent)**

1. Contracts policy to cover links to legal liability, grants

This is on hold as Trent was looking at other issues.

2. Paypal Proposal?

Trent cc'd the committee and touched base with Richard. Trent has asked for some clarity around this issue. It comes down to the primary point of does SCANZ need to do it or can it be run at a local level. SCANZ need to wait for Richard and SG Council to make a decision. Will summarise the email that Trent sent to Richard about the requirements.

3. Xero – accounting package, comparing with MYOB, cost projection.

Trent is still working out the costs projections. He will send this through to the committee list in the next day.

4. Lapco.

Trent sent through an email about the Lapco. Committee has looked over this email and he will send it out to the members to see what they want.

### **Registrar (Beth)**

1. Beth requires reimbursements for printer ink (wants to buy), laminated pouches and envelopes. Asked to send receipts to Trent .

### **Secretary (Angela)**

1. Insurance

Angela has emailed the groups, and will continuing asking about it until a response is received.

2. Webminister and website logins

Everybody has their logins. Angela is good with updating stuff on the website. The committee has discussed advertising for the webminister role. I will have a draft email to the committee by the end of this week.

### **Vice-Chair (Melissa)**

1. SCANZ Committee and Corporate Officer Handbook

Mel had been working on the handbook. Mel will send through to the Committee in two weeks time.

### **New Business**

1. Tracking Rules Amendments (need to fix the minor things at next AGM)

It has been requested that all the committee members to read the Rules. Also set the Agenda for the next AGM.

2. Three Year Review of Affiliation Agreement with SCA Ltd.

Noticed that the review of the three year Affiliation Agreement with the SCA Ltd. Mel proposes that we have a self-renewing affiliation agreement. Dillon has suggested that we contact the SCA Ltd to start the conversation. Then work out a scope and timeline. Dillon will follow up.

3. Review of accuracy of information on the SCANZ website.

Dillon would like someone to go over the website. Mel will look at what is out of date, and Angela will put up the new documents if required.

4. The use of black powder weapons at events, water gonnies and related weapons.

This came up due to a query on Facebook from Luan in May. Dillon has been looking into this with the help of Zane.

Three issues

1. A&S display at an event

Zane has proposed a good starting place and outlined a good policy. This needs to be cleaned up and then sent out to the members for discussion. Dillon will prep something to send out to the members. Dillon moves that the committee thank Zane for the work that he has done. Trent seconds. All agree. Motion carried.

2. Public display involving non-members

Dillon has looked into this, and talked to Zane. There is no legislative cover for this. Dillon has suggested that we should stay out of this.

3. Water gones – marshallate question around the use of a siege type weapon to be used on the war field – Dillon will contact the KEM.

**Business on Hold**

1. Societies office changes in 2015 (Trent)
2. Governance vs. operational management (Trent)
3. Grants, Leases, Purchases (Trent)
4. YAFA (Dillon)
5. Letter to SCA INC requesting advance notice re removal of officers (Mel)
6. Unaccompanied minors at events (Ange)
7. Youth Marshals and authorisation processes and forms (Ange).

**Close Meeting**

1. Publicity of policy decisions to members
2. Date and time of next meeting **Sunday 19<sup>th</sup> of July 6pm.**