**SCANZ Committee Meeting Agenda- 11 August 2019**

Meeting Start – 2017

Present: Scott, David, James, Beth, Will, Richard

Apologies: Lachlan

Scott handover to Richard completed, committee officially thanks Scott for his work over the last 4 years.

Richard being added to mailing list by Dave

Meeting Adjourned till 15/09/19

Meeting Start – 2001

Present: Scott, David, James, Beth, Will, Richard

Apologies:

**Agenda**

 **Previous Minutes -**Moved James, Passed U.

**New Business**

1. James now employed by IRD, this has some slight ramifications re what I can and can’t do in various areas.

**Matters Arising from previous minutes**

1. Plague – Quarterly report note, conversation around perhaps changing reporting lines to include or just be orgs. Further discussion to follow. Lachlan agrees that we should come back to him with concrete suggestions about going forwards. Dave would also like grievance procedures to be added to this, document to be generated. James suggests we target November for this, as with seneschal handover this seems practical. Richard Agrees. Action SCANZ board.
2. Dropbox – Storage of formal records, can we store here, is it private. Lachlan to forward to Masonry. – Lachlan not here, update next meeting.
3. Code of conduct – noted as a to follow up going forward, development ongoing. Richard to action.
4. Bullying and hate speech – noted as a to follow up going forward, development ongoing.
5. SCANZ financial policy – Workshop 3 Date to be set 22nd 1pm.
6. Beths stewarding documents completed? – Part of stewarding pack. Will now actioning.
7. SCANZ Policy about around where people are storing documents with personal information, and org/group documentation. David coordinating with Masonry – Still TBA
8. NDA’s for Reeves – No, any further action required? – Cleared.
9. Combat Rules updates, nil advised for this meeting.
10. SCANZ broken incorporation rules, we cannot comply with the IRD requirements for Non profit organisations. We are missing a clause and cannot add this clause in. Action David to talk to Inc Soc’s. – Still TBA

**Matters Arising**

1. Stewards guide needs a list of to do for the stewards. However document is great and just needs a slight topup. Will to draft prior to next meeting.

2. Ungarbed nazi memorabilia – is this ok. Committee agrees that this is not ideal. James suggests that for ‘grey’ areas ie iron cross, we have a conversation with the person to make sure they are aware that they are causing offence. Second time or for more serious (swastikas) we escalate.

3. Reeves guide. Needs to be plain englished, Angel to action. Review next meeting.

4. Website documentation update

5. Society sanctions policy – Australia has legal advice that they need to generate a policy that does not reference society policy. Dave suggests that we look at what Australia implement and we look to add from that. Noted as ongoing to watch.

6. James to port agenda items to Trello. Richard, Will and Beth moved to trello.

7. AGM thoughts, its on horizon.

Meeting Closed – 2030

Next meeting Scheduled for 20 Oct