**Minutes**

Society for Creative Anachronism, New Zealand, Inc. (SCANZ) Annual General Meeting

Saturday 5 December 2020

**1. Introduction**

This was a postal meeting with electronic voting.

The counting of votes was done by the SCANZ Registrar (Elizabeth Kent), with scrutineering being done by Peter and Vicki Hyde. The quorum for voting at the AGM this year was 22. 51 members voted.

**2. Minutes of the 2019 AGM**

The draft minutes of the 2019 AGM were downloadable with the rest of the files.

The minutes were accepted 41 votes in favour, 10 abstentions

**3. Report from the President**

Please see https://sca.org.nz/sites/sca.org.nz/files/docs/meetings/2020/AGM/Presidents%20Report%202020.doc

**4. Motions Submitted by Members**.

7 motions were put forward, all of which are proposed amendments to the rules of the Society. The first 4 motions are from Katherine Davies (Katherina Weyssin) and David Robb (William de Cameron; the last 3 are from Katherine Davies (Katherina Weyssin) only . Amendments to the rules require a 2/3 majority of the members who vote to be in favor of the change.

**Motion 1 - scope of SCA - broaden, to match Corpora**

Part II.2.b.
Current
*"conducting and promoting research into pre- 17th century Western culture and life*"
Proposed - (delete word "Western")
"*conducting and promoting research into pre-17th century culture and life*"

Commentary from the Committee:

We support the proposed change

The motion was accepted, with 49 in favour, 1 against and 1 absention

**Motion 2 - names of Committee Roles – non-gendered**

Part II 5.1.d

Current

*"The Committee shall have a Chairman, a Vice-Chairman and a Secretary. The newest member on the Committee shall serve as Secretary, then as Chair, then as Vice-Chair. The Vice-Chairman may act in place of either the Chair or the Secretary in the event that one of those individuals is temporarily unable to perform their duties."*

Proposed - delete "man" from the names of roles

*"The Committee shall have a Chair, a Vice-Chair and a Secretary. The newest member on the Committee shall serve as Secretary, then as Chair, then as Vice-Chair. The Vice-Chair may act in place of either the Chair or the Secretary in the event that one of those individuals is temporarily unable to perform their duties."*

Part II 10.c

Current

*"The seal shall be kept in the custody of the Chairman or other such Committee member, or Corporate Officer as the Committee may from time to time decide"*

Proposed - Chair, not chairman

*"The seal shall be kept in the custody of the Chair or other such Committee member, or Corporate Officer as the Committee may from time to time decide"*

Commentary from Katherine:

Committee roles are named a bit erratically through the rules. We use "Chairman", "Chair" and "Chairperson", and also "Vice-Chairman" and "Vice-Chair" in various places. We'd like to keep it short and non-gendered, and use "Chair" and "Vice-Chair".

Commentary from the Committee:

We support the proposed change

The motion was accepted, with 50 in favour and 1 abstention

**Motion 3 - nominations to the Committee** **- s**

Part II 5.3.b - delete this clause

Part II 5.3.c - delete this clause

Part II 5.3.d - delete this clause

Part II 5.4.b - delete second sentence

Current

*"When a new committee member is required, there shall be a period of no fewer than two (2) weeks during which nominations are called for from the membership. During this period existing nominees should confirm their willingness to stand for the current (or immediately expected) vacancy."*

Proposed

*"When a new committee member is required, there shall be a period of no fewer than two (2) weeks during which nominations are called for from the membership."*

Commentary from Katherine:

Since we require a call for nominations at the time we need someone, we don't really need standing nominations (which takes one small burden from our volunteers - no need to track current nominations)

Commentary from the Committee:

We find it helpful to know there is someone willing to take on the role when a vacancy occurs. We think it's important that anyone who wants to has the opportunity to stick their hat in the ring when a vacancy occurs, but it provides a level of comfort to know that someone has already indicated their willingness to serve, and this outweighs the work involved in maintaining that list, for us. We oppose the motion.

The motion was rejected, with 32 against the motion, 13 in favour, and 4 abstentions

**Motion 4 - minute-books**

Part II 8.4.a - online, not in minute books

Current

"*Proper minutes of all proceedings of the Committee shall be entered within one month after the relevant meeting in minute books kept for the purpose by the Society Secretary."*

Proposed - remove "in minute books"

"*Proper minutes of all proceedings of the Committee shall be kept by the Society Secretary.*

Part II 8.4.b-c - review/signing of minutes

Current

*"b.The minutes kept pursuant to this rule shall be signed by the Chairperson of the meeting at which the proceedings took place or by the chairperson of the next succeeding meeting.*

*c. Where minutes are entered and signed they shall, until the contrary is proved, be evidence that the meeting was convened and duly held, and that all proceedings held at the meeting shall be deemed to have been duly held, and that appointments made at the meeting shall be deemed to be valid."*

Proposed - removed references to signing, simplified language slightly

*"b. The minutes for each meeting shall be reviewed and approved by the Committee no later than the next succeeding meeting.*

*c. Duly recorded and approved minutes shall, until the contrary is proved, be evidence that the meeting was convened and duly held, and all proceedings at the meeting have been duly held, and that appointments made at the meeting are valid."*

Part II 8.4 d - minutes go on website, hard copies a bit redundant in 2020

Current

*"Minutes of the meetings shall be made available to the Registrar for publication on the official Internet site of the Society, should it exist, not less than four (4) weeks after the date of the meeting. Hard copies of the minutes will be made available to members by postal mail on receipt by the Registrar of a prepaid self-addressed envelope."*

Proposed

*"Minutes of the meetings shall be made available on the official Internet site of the Society (*[*sca.org.nz*](http://sca.org.nz/)*) not less than four (4) weeks after the date of the meeting."*

Part II 10.b - use of the seal - no minute-book

Current

*"The seal shall not be used without the express authorisation of the Committee, and every use of the seal shall be recorded in the minute book of the Society."*

Proposed

*"The seal shall not be used without the express authorisation of the Committee, and every such authorisation and use of the seal shall be recorded in the published minutes of the Society."*

Commentary from Katherine:

Let's remove references to paper minutes - online minutes are just fine for 2020.

Commentary from the Committee:

We support the proposed changes

The motion was accepted, with 49 in favour, 1 against, and 1 abstention

**Motion 5: Add a new clause, 5.2.b, to read:**

*"b. The Society Treasurer may not be the reeve or exchequer of any sized group"*

Commentary from Katherine:

Treasurer can't also be a reeve (seems sensible - avoids reporting to self)

Commentary from the Committee:

We support the proposed changes

The motion was accepted with 47 in favour, 3 against, and 1 abstention

**Motion 6: Add a sentence to Part II 6.a**

Current:

"*A Registrar and Treasurer shall be appointed as Corporate Officers of the Society by 2/3 majority vote of the Committee. Committee members may not hold the office of Treasurer or Registrar of the Society. A Corporate Officer may be removed for specific and stated just reasons, including but not limited to failure to carry out their specified duties, subject to a 2/3-majority vote of the Committee."*

Proposal:

"*A Registrar and Treasurer shall be appointed as Corporate Officers of the Society by 2/3 majority vote of the Committee. Committee members may not hold the office of Treasurer or Registrar of the Society. A Website Administrator may be appointed as a Corporate Officer of the Society by the same process; or the role may be carried out personally by the Committee. A Corporate Officer may be removed for specific and stated just reasons, including but not limited to failure to carry out their specified duties, subject to a 2/3-majority vote of the Committee."*

And as part of the same motion, add a section: Part II 6.1.3, on the duties of the Website Administrator

Proposal:

*"6.1.3 Website Administrator*

*a. The Society Website Administrator shall*

*1. maintain the website of the Society (e.g.*[*sca.org.nz*](http://sca.org.nz/)*), including*

*2. publishing and updating such material as agendas, minutes, policies as the Committee may from time to time require; and*

*3. other duties of a related nature, as may be negotiated with the Committee from time to time.*

*b. Should the Committee choose not to appoint a Website Administrator, they shall perform these duties themselves."*

Commentary from Katherine:

Part II 6 - add Website administrator - we've had one for some years, and (David tells me) the role is mentioned in the social media policy, so let's acknowledge what we're doing, make it transparent to the membership. I've written this as an optional role, as some Committees may prefer to maintain the website themselves.

Commentary from the Committee:

We don’t believe it is necessary to specify how this work is done in the rules of the society – it simply constrains how volunteers will do their work, and seems unnecessary to us.

The motion is rejected, with 24 in favour, 23 against, and 4 abstentions

**Motion 7- Committee meetings**

Motion: Add two new clauses to Part II 8.1:

*"c. Only the Committee members shall vote on decisions taken by the Committee.*

*d. At their discretion, the Committee may choose to invite others, such as (but not limited to) Corporate Officers and the Kingdom Seneschal, to advise, inform and/or observe, for all or part of a meeting."*

Commentary from Katherine:

I think it's worth being explicit about who attends, and who votes. I think what we do is good, but I'd like it to be even more obvious to the membership how this works.

Commentary from the Committee:

That is how we operate, we have no strong feelings either way about this motion.

The motion was accepted, with 45 in favour, 3 against, and 3 abstentions

**5. Annual End-of-year Account**

The Treasurer’s Report and End-of-Year Accounts for 2019/2020 were available at https://sca.org.nz/sites/sca.org.nz/files/docs/meetings/2020/AGM/Treasurers\_report\_2020.doc

The end of year accounts were accepted 46 votes in favour, 5 abstentions