

Shire of Adora General Meeting – MINUTES

Date: 31/7/15

Attendance: Simon Donnachy, Emily McMahon, Daniel McMahon, Shannon Waite, Veronica Venables, Adele Beck, Nicholas Sheppard, Matthew Williamson, Rachel Oakman, Anthony Lange, Warwick McGrath

Apologies: Jennie Whyburn

Meeting opened 7:30 pm.

Standing Items

Item	Presenter
Review of previous minutes <ul style="list-style-type: none">- Should meeting minutes contain mundane names, sca names or both? Simon Donnachy to confirm with Kingdom Seneschal- June minutes accepted by Veronica Venables, seconded by Shannon Waite	Simon Donnachy
Seneschal's Report <ul style="list-style-type: none">- More permanent meeting venue needs to be found.- Events in neighbouring groups - Stowe winterfeast was great. Stowe pirate feast in October. Radburne war in dubbo- Simon now a target archery marshal.	Simon Donnachy
Reeve's Report <ul style="list-style-type: none">- Has been emailed to Simon and submitted to kingdom	Brian Pinch
Constable's Report <ul style="list-style-type: none">- Stitch attendance has been low. Propose doing a "roll call" 48 hours before stitch via facebook or adorans email list. This gives enough time to cancel if necessary with 24 hrs notice.- No WHS issues.	Shannon Waite
Marshal's Report <ul style="list-style-type: none">- Wars coming up – Radburne war, cold war, spring war. If anyone wants to get authorised beforehand let Nicholas know so he can put you in touch with the authorising marshals for your combat style.- Veronica and Adele would like to authorise as marshals in multiple styles. What is the process to become authorised? Nicholas to enquire. Put a list of steps on the website?- Ramen shaft arrows phased out. We need to count how many ramen arrows we have in the group and report to deputy marshal for archery asap. As ramen arrows break they need to be marked off and replaced with different timber. Please advise Nicholas before August 15.- Nicholas leaving the area Oct/Nov. Call for applications for marshal position with handover likely at Feast of 4 Winds. You DO NOT need to be an authorised marshal. The role is a desk/paperwork position only. Nicholas to email Adoran email list to advertise position.	Nicholas Sheppard
Herald's Report <ul style="list-style-type: none">- Adele wants to have everyone in the group working on registering a	Adele Beck

<p>name, device and badge.</p> <ul style="list-style-type: none"> - Device vs Badge: device is arms (if you have an AoA) and can only be displayed when you are physically present, whereas a badge is often a simplified version of arms or an emblem that you can put on your items, or other people can wear to show affiliation (eg apprentice might wear a laurel's badge). - Daniel and Emily – names and devices have been submitted. - Adele – name, device and badge submitted. - Shire roll of arms? Adele would like to see that happen. Would need help from the adoran webwright to put it up on the website. Please email Adele the link to the lochac roll of arms if your name/device is already registered. 	
<p>Hospitaller's Report</p> <ul style="list-style-type: none"> - Emily has had one newbie contact her about attending Omnia in August. - Need to organise with Shannon to return the hospit from Flametree ball and sort it. - Shire business cards – everyone please take half a dozen, put them in your wallet for times when you get to talking with someone about the sca. 	Emily McMahan
<p>Webwright's Report</p> <ul style="list-style-type: none"> - No report 	Marcus Lim
<p>Arts and Sciences' Report</p> <ul style="list-style-type: none"> - Rachel still considering. 	Vacant
<p>Chronicler's Report</p>	Vacant
<p>Chirurgion's Report</p>	Vacant
<p>List Keeper's Report</p>	Vacant
<p>Scribes' Report</p> <ul style="list-style-type: none"> - Adele would like to apply. Motion made by Daniel, seconded by Anthony. Motion passed subject to 2 week commentary. 	Vacant
<p>Archery Marshal's Report</p>	Vacant
<p>Rapier Marshal's Report</p> <ul style="list-style-type: none"> - Veronica expressed interest. Will apply once she is an authorised rapier marshal. 	Vacant
<p>Equestrial Marshal's Report</p>	Vacant
<p>Historian's Report</p>	Vacant
<p>Keeper of Regalia's Report</p> <ul style="list-style-type: none"> - Matthew applying. Motion by Adele, seconded by Emily. Motion passed subject to 2 week commentary. - Matthew will MAKE all the regalia, including felt hats for all the officers and a constables box for Shannon. 	Vacant

Business Arising From Previous Meetings

Action Items	Presenter
<p>Shire Equipment – Silk Banner Materials</p> <ul style="list-style-type: none"> - Emily still needs to see what materials Lynn has before ordering new stuff. We will need frames though as Lynn's are still in WA. Matthew and Warwick volunteered to make these. 	Emily McMahan
<p>Shire Equipment – Boffer Swords</p> <ul style="list-style-type: none"> - Warwick spoke to Suzanne and Andrew Egan. They DON'T have them. They were definitely given to Marie Alessi when the hospit moved and were lost in transit. We will need to make new ones. Shannon is happy to make them if she is shown how. Suggestion that we could all help make them at stitch one night. - Motion by Matthew to make 10 new boffer swords, seconded by Emily, motion passed. - Emily to buy 5 new pool noodles. Matthew can supply red and yellow tape. Warwick to supply pvc pipe. 	Warwick McGrath
<p>Omnia</p> <ul style="list-style-type: none"> - Request for funds for \$100 deposit and \$100 hire for guide camp for August Omnia event. Approved by Simon, seconded by Adele. - Warwick asked if combat archery was on the agenda as fighters would need to bring the helmet mesh. Combat archery has not been advertised for the august event, but if there is sufficient interest it can be suggested for September. - Emily will need to purchase toilet paper and some other sundries for the event. - Emily would like a volunteer for deputy steward to make sure everything is packed up, cleaned and the key returned as she will need to leave after lunch. Simon volunteered. 	Emily McMahan
<p>Recruitment</p> <ul style="list-style-type: none"> - Business Cards – done and distributed. Please contact Emily if you need more. - Posters – Emily is still working on these. Please email through any really good photos you have. - Library Display – on hold until posters are completed. 	Emily McMahan
<p>Stitch Location</p> <ul style="list-style-type: none"> - The college of St Malachy needs to re-affiliate (from scratch) with UOW in order to be a club eligible for free room bookings. This means they need at least 10 members, 4 executives (president, vice president, treasurer and secretary), a constitution, a calendar of events, and an inaugural meeting (with minutes). - The college has four student members, 3 of whom are willing to be executives (Veronica, Adele and Rachel). - Emily will look on her computer for the old constitution. If it can't be found, Veronica will write up a new one. - Activities for the college calendar include: Friday night stitch/fighter practice, college meeting 1:30pm on Tuesday, tunic workshop, calligraphy and heraldry intro workshop. - Can any student members of UOW interested in joining the college please contact Adele or Veronica. Can all shire members nudge and uow students they know towards the college. 	Veronica Venables

<ul style="list-style-type: none"> - Hopefully able to submit all this paperwork and get a room back by the end of august. - Knights from neighbouring groups have offered to come and teach, but we need a reliable venue first. - In the meantime, other suggestions included: <ul style="list-style-type: none"> o Stuart Park for fighter practice. Nicholas to see if it has lights permanently on at night. o Simon suggested North Wollongong scout hall, near Stuart Park o Daniel suggested West Wollongong scout hall, near Beaton Park o Emily suggested 1st Dapto scout hall as she already has access and can hopefully get it for \$20/week o Veronica suggested Wollongong Senior Citizens Centre in Gwyneville (across from the bowling club). o Matthew asked about girl guide halls and rsl clubs - Adele proposed 1st Dapto hall as the easiest option at the present time. Seconded by Simon. Motion passed. Emily to confirm with group leader cost and availability and send an email to the adoran email list. 	
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New Business

Action Items	Presenter
<p>Hospit feast bags</p> <ul style="list-style-type: none"> - Aneala has little drawstring bags with hospit feasting kits (bowl, plate, cup, knife, fork, spoon) to loan out to newbies at events. Better option than a large plastic crate full of odds and ends. Motion by Emily to make half a dozen adoran feasting kits for the hospit. Seconded by Matthew. - Matthew has plenty of calico to donate for this purpose, and will look into making a wooden stamp with the adoran device on it to stamp the bags. - Feasting gear to be sources from current hospit where possible, or cheaply from op shops. 	Emily McMahon
<p>Westpac Account Access</p> <ul style="list-style-type: none"> - Suzanne Egan (former seneschal, no longer active in Adora) can still see the adoran bank account through her personal Westpac login. She can <i>see</i> the details, but can't <i>change</i> anything. Simon needs to tell Brian Pinch so he can talk to Westpac and sort this out. 	Warwick
<p>Shire/College Archery Practice</p> <ul style="list-style-type: none"> - Adele's house/property in Camden is available for archery practice as often as people want. - We currently have three authorised target archery marshals (Anthony, Daniel and Simon). - Archery is a great tool for recruitment. New people are always asking if we do archery - Emily suggested someone put in a bid to run an archery event. 	Veronica Venables /Adele Beck

<ul style="list-style-type: none"> - Simon wants to make shire targets for both Omnia and other archery events. Anthony has lots of archery target making experience and the options are: <ul style="list-style-type: none"> o Hay bales – rot when they are wet, and when the ties snap the bale is useless. o Eva foam – better option, but more expensive o Bag targets – couch cushions wrapped in hessian. Cheap, long lasting, and look decent. 6mm steel rods in ground on either side to hold them up. 	
<p>Period Pavilions</p> <ul style="list-style-type: none"> - Anthony Dennis (previously from Okewaite, now an Adoran) has found a source of canvas for \$6/m through his work. Matthew to notify the group when he has more details. 	<p>Matthew Williamson</p>

Summary of Action items

<i>Item</i>	<i>Person Responsible</i>	<i>Due</i>
1. Legal vs society names in meeting minutes	Simon Donnachy	August
2. Steps to becoming an authorised martial	Nicholas Sheppard	August
3. Count ramen arrows and report to Nicholas Sheppard	ALL	ASAP
4. Advertise marshal position on email list	Nicholas Sheppard	August
5. Put together Adoran Roll of Arms	Adele Beck	September
6. Return flametree hospit	Shannon Waite	ASAP
7. Regalia hats and constable box	Matthew Williamson	September
8. Contact Lynn about silk banner materials	Emily McMahon	August
9. Build silk painting frames	Matthew Williamson and Warwick McGrath	September
10. Purchase pool noodles for boffers	Emily McMahon	August
11. Email poster photos to Emily	ALL	August
12. Reaffiliate college and organise room booking	Veronica Venables	September
13. Enquire about 1 st Dapto Scout Hall	Emily McMahon	ASAP
14. Adoran hospit feasting kits	Emily McMahon	September
15. Notify Brian of Westpac glitch	Simon Donnachy	ASAP

Meeting closed 9:30pm.