

Shire of Adora – Meeting

Friday 15th October – 7:30pm

Attendance: Gwenhwyfar, Mikael, Alys, Aelfred, Aethelfled (Apple-Flavoured), Dragana, Torben, Jochen, Miciah, Maelgwn, Hrodebert, Ragnar

Apologies: Katarina, Hundi, Brian

Chairperson: Gwenhwyfar

Minute-taker: Maelgwn

Item #1 - Previous Minutes and Action Items:

Minutes accepted by Brian. Seconded by Gwenhwyfar.

- Tracking down Shire equipment: All at Apple-flavoured's place or shipping container. She will drop off at some point.
- Fire pit: Currently a rusted hunk. Apple-flavoured has a replacement drum that can become the next fire pit.
- Jack has responsibility of rapier gear. *Action item* - check status.

Item #2 - Officers' Reports:

Reeve - Westpac bank balance is now \$6,041.13 after the receipt today in Westpac of the refund of \$200.00 for he cancelled 2021 cold war at the Girl Guides Kum Ba Yah Campsite. The reeve is available and willing to help the steward collect and complete paperwork for events, so as to meet the SCA requirements for event record keeping. It is best that the reeve and steward of an event start talking during event planning as the steward's responsibility doesn't end after packing up when the event finishes, but only after all the financial responsibilities and paperwork are completed. Also, the Event Report for Tournament by the Sea 2020 is outstanding, plus sign-in sheets. *Action Item* - Gwenhwyfar to send Apple-flavoured (the event steward) a list of things to include in report.

Marshal - nothing to report. Fighter training may resume soon.

Herald - needs to find out where to send permission to conflict forms. Currently helping a member to get their heraldry properly described in order to submit it.

Historian - Gwenhwyfar found some old pictures of collegians from St Malachy and shared that to their Facebook page. She might look for some really old St Malachy photos to share also.

Webwright - The officer contact page now has the new "Regnum" added, which automatically displays a table of our current officers.
<https://adora.lochac.sca.org/contactsofficersevents/>. There have been no other changes to the website, except to say that Cold War had been cancelled. When events resume, the page will be updated to reflect this.

Item #3 - Shire meetings:

(i) Definition of a Quorum:

- Corpora recommends a minimum of three.
- Brian suggested it contain at least two officers. And at least one general member of the 'shire'. And be at least four people, so 3 officers + 1 member or 2 officers + 2 members.
- Maelgwn said it used to be 3 officers and 3 shire members.
- Jochen said it was important that we clearly know what constitutes a binding decision, for example, if 6 members decide to do something, and the Reeve then refuses to release the money to make it happen.
- Micha said it would be important that it was not just a few people in one place making decisions that affect everyone.
- Aethelfled said that usually important decisions are listed on the agenda so people know that they can make their views known, so any contrary opinions will usually be heard.
- Aelfred said there is a distinction between what constitutes a "quorum" for the purpose of having a legitimate shire meeting, versus what and whom can make different sorts of decisions for the group.
- Financial decisions would ideally involve the Reeve; and some other decisions should involve the Seneschal, or the relevant officer.
- Jochen discussed whether the Seneschal has power of veto over decisions made by others.
- *Action Item* – the issue of quorum requires more thought and investigation. Gwenhwyfar will look into it further and come up with a proposition to be discussed more at the next meeting.

(ii) Meeting frequency: meetings will be held monthly.

Item #5 - Bank account signatories:

Reeve recommends having a fourth signatory. Current signatories are Jochen, Maelgwn and Brian. Despite being Seneschal, Gwenhwyfar cannot be a signatory as she is in the same household as Maelgwn. The fourth signatory should be a shire officer. Mikael (the Marshal) is willing to become fourth signatory. *Action Item* – Mikael needs to get a Westpac customer number from a branch.

Item #6 – Resumption of in-person events:

- Adora covers both “Greater Sydney” and “Regional NSW” for the purpose of mundane Covid restrictions and health orders, so we need to consider different rules and how they affect our members. NSW is about to hit the 80% vaccination milestone, which means outdoor sports (which includes our martial combat) can resume, indoor events are limited by the 1 person per 4sqm rule and outdoor events are limited to 50 people; all of which applies to vaccinated persons only. Travel is still restricted between Greater Sydney and the Regions until 1st November. For more information, see: <https://www.nsw.gov.au/covid-19/easing-covid-19-restrictions/80-percent>
- Lochac has set out a Covid policy, which basically states that the rules should be read conservatively, with a risk-averse approach. Events require a risk assessment and covid-safe plan. The Kingdom Seneschal will be forthcoming soon with more guidance about the resumption of SCA events and activities. For information about the Lochac covid policies, see: <https://seneschal.lochac.sca.org/files/2021/07/SCA-Ltd-COVID-19-Response-Plan-3.pdf>
- Aethelfled discussed the idea of doing a Feast of Four Winds at Tomerong Hall on 13th November. Also discussed the possibility of resuming fighter training in various parts of the Shire.
- Marshal to look at organising fighter training in Wollongong.
- Miciah/Maelgwn/Mikael to discuss Shoalhaven fighter training possibilities
- Hamlet fighter training status check: Only two fighters at the moment.
- Jochen/Apple-flavoured to look at organising fighter training in Ulladulla.
- *Action Item* - Gwenhwyfar requested that anyone interested in running any in-person activities or events in the near future to please email her with the details so that she can check the covid requirements and make sure it is good to go ahead before advertising it or putting through an official event bid.

Item #7 - Southern Realms Hamlet: Drachenstein am Meer

- Hamlet status check. The name of Drachenstein am Meer has been settled upon. The need for geographical borders discussed - Hamlet starts at Lake Conjola and includes everything South of there. Jochen flagged the future possibility of supporting a separate Hamlet in the Bega region, if enough SCA members emerged there who wished to play together. How many active members of the Hamlet do we have?
Action item: Jochen to email Gwenhywfar list of active Hamlet members (whether paid SCA members or not). Ascertaining the membership of the Hamlet will enable future steps, such as voting on a Village Elder, and deciding upon a device to be registered, etc.

Item #8 - Shire Officer Positions:

Adora currently has four people sharing eight positions! Gwenhwyfar is Seneschal, Historian and Webwright. Brian is Reeve, Mikael is Heavy Marshal, and Micha is Herald, Deputy Seneschal and Deputy (Rapier) Marshal! It would be good for the Shire to have some more officer positions filled by other members.

The role of Webwright needs to be handed over soon. Gwenhwyfar will advertise this. Aethelfled mentioned that Katarina was our Chirurgeon, but this is not showing in the list of officer warrants in registry. *Action Item* - Gwenhwyfar to get in touch with Katarina the Sinister about this.

Current vacant positions vacant are:

- Arts & Sciences
- Chatelaine/Hospitaller
- Constable
- Archery Marshal
- Chronicler
- Quartermaster
- Chirurgeon??

Action Item – Gwenhwyfar will take on Aethelfled’s suggestion to put up on Facebook a description of the vacant officer roles so that people can understand what they involve. Gwenhwyfar will also use the new SCA Appointinator tool to send out official advertisements for these positions.

Item #9 – Other business:

- Jochen to pursue the possibility of SCA based theatre, to be performed at Festival’s Boars Head, or anywhere else appropriate. He flagged Monday evenings online as a possible starting point. *Action Item* – Jochen to arrange theatre practice sessions when he is ready to do so.

Meeting adjourned: 9:05pm

Next meeting: Friday 19th November at 7:30pm on Adoran Discord Channel

SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. Hand over Shire equipment and other gear from Aethelfled to Maelgwn and Gwenhwyfar.	Aethelfled and Maelgwn to arrange	As soon as practicable.
2. Check status of Adora Rapier gear and their state of repair.	Micha to contact Jack Rogers (Faolan)	Next Meeting
3. Finalise event report for “Tournament by the Sea” 2020, and send to Brian.	Aethelfled. (Gwenhwyfar to send her an event report template.)	As soon as practicable.

4. Come up with a plan for what constitutes a meeting “Quorum” and criteria for making group decisions.	Gwenhwyfar	Next Meeting
5. Get set up as a fourth signatory on Adora’s Westpac Bank Account, starting by getting a Westpac Customer Number, then letting Brian know.	Mikael Suuri	When he is able
6. Email proposals for upcoming events or training activities to Gwenhwyfar – what, where, when, who, etc.	Anyone considering an in-person SCA event or activity over the coming weeks/months.	As soon as practicable
7. Find out who are the current members of the Hamlet of Drachenstein am Meer and email the list to Gwenhwyfar.	Jochen, plus anyone who can help him with information about Hamlet members.	Next Meeting
8. Contact Katarina about status of Chirurgeon position.	Gwenhwyfar	ASAP
9. Post information about vacant and upcoming officer roles	Gwenhwyfar	By Oct 24
10. Advertise vacant positions	Gwenhwyfar	By Oct 31
11. Arrange online theatre practice sessions.	Jochen Schwalbe	Whenever he is ready