

Shire of Adora – Meeting

Friday 5th August – 7:30pm

Meeting commenced: 7:36pm

Attendance: Gwenhwyfar, Maelgwn, Brian, Aelfred, Micha, Aodhan, Drystan, Katherine

Apologies: Hrodebert, Benny Softbeard, Aethelfled

Chairperson: Gwenhwyfar

Minute-taker: Gwenhwyfar

Item #1 – Acceptance of Previous Minutes:

Motion to accept previous minutes.

Moved by: Maelgwn; Seconded by: Drystan.

Motion passed.

Item #2 – Ratifying Decisions Since Previous Meeting:

Were there any decisions made since July 15th, which need to be recorded in tonight's minutes?

None. Note that the Crown Bid meeting on 29th July has its own minutes.

Item #3 – Upcoming Events and Activities

- a. **Cold War - August 26th** - Jochen (steward) not present.
Maelgwn (bookings officer): says 50 adults booked (59 people total). They have been advertising the event online and verbally at other groups' events/activities. Site maps and dorm spots will be sorted soon. Another 9 bookings not processed yet.
Brian (Reeve): says 39 bookings recorded. 17 payments made. \$4000 worth of food being purchased this month. Also wants to ask the steward if they want a dance practice before site closes, since a ball is coming up afterward, and Louise from Rowany would be happy to come and teach, and she can make it on Sunday 26th. Will need to contact steward, directly. Also, zoom dance classes are happening.
- b. **Katherine's laurelling - October 15th** - Event submission distributed today to Maelgwn, Brian, Aelfred and Gwenhwyfar.
 - Gwenhwyfar noted that court (with laurelling) was missing from draft timetable. Katherine says court is planned between 1st and 2nd remove. May need to leave a full hour for court.
 - May need to provide a lunch for the royals if they arrive early. Katherine wants fingerfood served during the day.

- Russell Vale Hall is available from 7am, which is beneficial, close-up time at midnight.
- Katherine wishes Bal d'Argent to make the event extra special.
- Estimate of 80 people. Brian suggests a cap of 100. Double-check covid capacity limit. 15x11m of dance floor. Stage is 3x9m.
- Budget is strongly based on Flametree 2022 budget. But Brian wants to know about decorations costs (red/white/blue theme); also, what provision to be made for Rondels (prizes). NB: Secretary of the guild has a collection of them - need to ask them! Bond for hall hire not to be paid until know conditions of hire.
- Brian suggests marquee be brought up as weather protection for outdoor space.
- Event submission also has to be forwarded to head of guild to see if they agree to it being a Bal d'Argent. Brian asked them how long they need to decide, will hopefully hear back shortly.
- Need to have another extra meeting soon to approve the event submission.

Item #4 - Action Items from Previous Meeting:

#1. Events wrap-up: write Flametree report (Maelgwn) – still a work in progress. Also, upload sign-in sheets from workshops, demos and training days - Done.

#2. Westpac sign in: fix access problems (Micha) - Done! Micha can log in now!

#3. Gifts for new members: discuss new ideas/suggestions on Facebook. (Gwenhwyfar) - Work in progress.

#4. Shire gear inventory: repeat call for information (Gwenhwyfar) - Not yet done, sorry.

#5. Mordenvale rebuild project: investigate purchase of custom aprons (Maelgwn) - Work in progress.

#6. September crown event bid: complete proposal and get council approval before official submission (Maelgwn) - Done. Was finished on Monday night, with help from Reeve, and was sent through to the Kingdom Crown Events officer. Event bid and risk assessment was sent Monday, and the attached photos were all sent today (Friday). Maelgwn has not heard back from the yet. He will chase up on Monday to confirm they received it. Also have not yet received Robertson showground site contract. Will need to be forwarded on to Seneschal and Reeve.

#7. Loaner armour: catalogue and split up loaner armour into two sets, then give one to Drystan (Hrodebert) - Hrodebert is not present.

#8. Newcomers: set up zoom meeting to chat to newcomers (Gwenhwyfar) - Done. We met several newcomers online. They plan to attend Cold War. Would be very interested in Wollongong-based fighter training (probably Saturdays would be preferable).

Item #5 - Officers' Reports:

Reeve: Westpac balance is \$5,909.97, due to 17 Cold War payments coming in, with more expected, which will pay the food cost. Kingdom levies paid to March 30th, at Lochac Exchequer's request, of \$97. Event insurance of \$149.99 was paid. Quarterly Reeve's report went in and was accepted. Soon will get asked to pay stuff to June 30, or Sep 30, depending on Exchequer's preference.

Reeve's term expires in 16th October. Will send a notice calling out for successor by next meeting.

Warlord: Cold War is coming. Many will be fighting. Please check your gear.

Marshal: Ran one fighter training. Five attendees, and one non-member. There were 3 unauthorised fighters who are hoping to get authorised by Cold War. No injuries or incidents. Went very well.

Captain of Archers: Jochen is not present.

Rapier Marshal: Rapier has been difficult for Micha, due to travel difficulties. Could potentially have a fencing day in a park sometime.

Herald: Has been sick a lot lately so not much has happened. Ali's submission is nearly ready to go. Hrodebert's and Gwenhwyfar's need looking at. Someone is helping with Jadein's heraldry.

Quartermaster: Hrodebert absent.

Webwright: Because I didn't hit the "extend warrant" button in registry, my warrant as webwright has been removed from the system. I am now advertising for a new webwright, but will continue doing the webwright duties unofficially until I find a successor.

Historian: Similarly, as for Webwright, my warrant has been officially removed now. I will also (eventually) advertise this position (even though it is a minor role).

Seneschal: We have newcomers in Adora, so please make them welcome if you see them at events or other activities. I have also put the call out today (Friday 5th) for applicants for the roles of Webwright, Herald and Fencing/Rapier Marshal. Please let me know if you think of someone in particular who might be a good candidate for these positions.

Micha suggested advertising all the vacant roles at the same time, so people are fully aware of the different roles on offer.

Item #6 – General Business

Maelgwn trialed the new draft event proposal. His feedback is that the new form helped prompt for lots of different information about a proposed event. Some parts of form gives examples of what you could put in the field. He suggests making the text of these examples stand out more (such as by using a different colour text); and also explicitly state to delete the examples afterwards. Brian has also provided extensive feedback. Gwenhwyfar agrees to work through all the feedback and update the form accordingly.

Micha - Reminder to please send recommendations for AoAs and other awards before the royal event in October 15th. There is an email address and also website link you can use for recommendations. Maelgwn backs up that idea - to please send recommendations. Aside from sending direct emails to the crown, Heralds can give recommendations in their quarterly report.

Maelgwn - do our newcomers want another zoom session? Aodhan says yes that would be great! Aodhan asks whether we can form a group to build a siege weapon of some type. (Aodhan will check the rulebook, and also look at mundane laws, including State differences). The current Lochac Kingdom Siege Marshal is in Pennsic, but Maelgwn will find out who he handed over to. Aodhan also suggests it would be fun to have a kids' workshop to make mini catapults. Gwenhwyfar suggested a kids' activity at an event such as Festival, where there are plenty of kids participating.

Date for next meeting: Friday 2nd September at 7:30pm on Adoran Discord Channel

Meeting closed: 9:02pm

SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. Flametree report: finish and upload	Maelgwn	ASAP
2. <u>Gifts for new members</u> : discuss new ideas/suggestions on Facebook	Gwenhwyfar	When able
3. <u>Mordenvale rebuild project</u> : investigate purchase of custom aprons	Maelgwn	When able
4. <u>Loaner armour</u> : catalogue and split up loaner armour into two sets, then give one to Drystan.	Hrodebert	When able
5. <u>Newcomers</u> : set up another zoom meeting to chat to newcomers	Maelgwn	ASAP
6. <u>Laurelling Royal Event</u> : organise an extra meeting to approve event submission	Gwenhwyfar	ASAP
7. <u>Event Submission Form</u> : update based on feedback provided	Gwenhwyfar	ASAP