

Shire of Adora – Meeting

Tuesday 6th December – 7:30pm

Meeting commenced: 7:32pm

Attendance: Gwenhwyfar, Maelgwn, Hrodebert, Brian, Drystan, Micha, Ælfred, Æthelflæd, and Adam Pocock.

Apologies: None

Chairperson: Gwenhwyfar

Minute-taker: Gwenhwyfar

Item #1 – Acceptance of Previous Minutes:

Motion to accept previous minutes.

Moved by: Hrodebert

Seconded by: Drystan

Motion passed.

Item #2 – Ratifying Decisions Since Previous Meeting:

No decisions made since November 8th which need to be recorded.

Item #3 – Events and Activities:

- a. **Cold War** (26th Aug) – Brian reports that the Girl Guides were paid in the last month. Need to ask Girl Guides for a receipt for all the payments. Brian plans to ask them directly. Brian says Jochen has done a lot of work on the event report, but a bit more work needed on expenses in the event report. Outstanding expenses include those due to Anneke. Brian does not know the amounts because receipts went missing. Æthelflæd attempted to get issued a new receipt, but the shop couldn't do so. Apparently Jochen has all her other receipts. Brian will speak to Gwenhwyfar after the meeting about finalising the event report.
- b. **Bal d'Argent** (15th Oct) – Brian reports that we need a receipt from council for the hall for the entire hall expense. Brian has asked Katherine twice, but has received no response. Gwenhwyfar says she will also try to follow this up. In addition, the sign-in sheets need to be signed off by the steward or gate-keeper. Gwenhwyfar will follow this up also with Mairi and Katherine.
- c. **Mid-realms Fortnightly Meet-ups** (16th and 30th Nov) – Gwenhwyfar reports that both recent occasions were successful, with increasing numbers of participants each time, including at least four new people showing up to have a look. We have had a good mixture of fighter training and arts and sciences happening. Drystan concurs with Maelgwn that everyone should come and join us there! Maelgwn says that his knight, Sir Yves le Chat Blanc (who is travelling through from Mordenvale), may attend the meet-up on the 28th December, to partake in some full-speed heavy fighting.

- d. **September Crown 2023** - Maelgwn apologised that he has not had time to work on the budget changes due to being very busy with mundane work. Brian also reminded Maelgwn that we need to get an updated contract from the venue (Robertson Showground).

Gwenhwyfar asked the group: *when making significant updates to already-approved proposals - what should be our procedure?* Gwenhwyfar suggested that anything which significantly affects the budget or financials (such as pricing structure changes or major new expenses), or a change of venue or event date, should get new council approval. Otherwise, changes to stewarding team, timetabling, logistics, etc can simply be noted down. Hrodebert concurred that anything major affecting financials should be re-approved. Ælfred commented that if anything changes that was critical to gaining approval initially – then the proposal needs re-approval. Brian added that small additional expenses can be captured under “miscellaneous costs” in the budget.

- e. **Tourney by the Sea 2023** – Gwenhwyfar noted that interest in creating a proposal for this event has been expressed from both Æthelflæd and Drystan, and also Astridr in Valsgarde (Claire Elliot). Æthelflæd spoke to Astridr last weekend, and informed her that she and Drystan were organising a date for this event in early March. Astridr, however, wants to move forward with a proposal as well. Gwenhwyfar urged all the parties to work together on the event. As of the date of this meeting, no actual proposals have been received yet.

Item #4 – Action Items from Previous Meeting:

#1. Mordenvale rebuild project - get quotes for portable holes (Maelgwn and Æthelflæd) – Maelgwn got a quote to have replicas of our Adoran poles made locally, and he quoted up to \$500 for 6 poles. Ravenfire Forge in TAS did it much cheaper - Maelgwn will seek a quote from them. Johan has quoted \$25 each pole.

#2. Shire forms – update forms (Gwenhwyfar) - Event proposal form finalised. Funds request forms have been made (awaiting feedback). Next will work on Notification of Input of Funds form.

#3. Online payments for activities – discuss payment methods for fortnightly meet-ups and workshop days (Gwenhwyfar and Brian) - done. Those who wish to pay for multiple occasions can pay online with a unique reference code. Gwenhwyfar will be keeping track of these using a spreadsheet updated regularly in DropBox.

#4. Rapier gear - buy gear with donated funds, then send thank you note to Southron Gaard (Jack, and others) - Renee will touch base with Jack.

#5. Shire Pavilion #2 – compile short-list of options (Maelgwn) - carry over, he hasn't got to that yet.

Item #5 – Officers’ Reports:

Reeve: Brian reports there are outstanding matters for Cold War - receipts and event report not finished. Also:

- Westpac Balance as at 6th Dec 2022: \$9134.63.
- Girl Guides additional balance for exact numbers: \$1,078.00
- GST paid: \$804.45
- Event insurance paid: \$318.63
- Kingdom levies paid: \$804.45
- Remainder consisted of Bal d'Argent expenses/reimbursements paid, and miscellaneous incomings from Wandandian Meet-ups.
- Westpac Balance 2nd Nov 2022 was: \$11,291.90

Heavy Marshal: Drystan reports we have had two training sessions at Wandandian Hall since the last meeting, mostly doing slow work. There have been many new people attending. No incidents or injuries to report.

Warlord: Maelgwn says come to the meet-ups and fight me!

Captain of Archers: Jochen is absent.

Rapier Marshal: Micha has nothing to report. Ælfred notes that he has been re-authorised as a Rapier Marshal. Huzzah!

Herald: Micha has nothing to report.

Quartermaster: Hrodebert had to leave meeting early.

Webwright / Web-deputy: Brian has updated the Bal d'Argent and Cold War links within the contact forms. There is currently no link to the September Crown event page. Gwenhwyfar says she will include updated details in the Crown page when the event details have been finalised by Maelgwn and put through the Seneschal's Database.

Seneschal: Gwenhwyfar was approached by the Royal Head of Household about request for guards and attendants to Their Majesties. Asked some people and gave an appropriate reply. Also completed the Quarterly Report on 15th November.

Item #6 – General Business

Maelgwn wishes to host a workshop day in mid-January, as many people have said they are keen to do some armouring work. This would be a free activity held at his house. Details to come.

Æthelflæd asks if we are going to do Cold War 2023, considering that September Crown is also happening. The group discussed possible dates, considering that Flametree Ball is usually in May, which leaves a small window in the winter months for Cold War before Crown occurs on the first weekend in September. Æthelflæd said it was important to keep the event going as it is a popular event in this part of the Kingdom. Gwenhwyfar says she will keep the matter of Cold War 2023 on the regular meeting agenda with the hope a steward will come forward sooner rather than later, so that a date can be settled and the site secured in advance.

Date for next meeting: Tuesday 3rd or 10th of January (TBC) at 7:30pm on the Adoran Discord Channel.

Meeting closed: 8:40pm

SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. <u>Cold War wrap-up</u> – finalise event report and any other outstanding issues	Gwenhwyfar and Brian (with help from steward)	ASAP
2. <u>Bal d’Argent wrap-up</u> – obtain hall receipt and finalise sign-in forms	Gwenhwyfar (with help from steward/gatekeeper)	ASAP
3. <u>September Crown</u> – get updated contract, and revise event budget	Maelgwn (steward)	When able
4. <u>Mordenvale rebuild</u> – get another quote from Raven Fyre Forge (TAS), and check with Mordenvale if the two quoted designs are acceptable/desirable.	Maelgwn & Gwenhwyfar	When able
5. <u>Loaner Rapier Gear</u> – consult with Adoran rapier fighters for current gear inventory, then create list of what new gear is needed with a view to purchasing (budget = \$390) and then sending thanks to Southron Gaard.	Gwenhwyfar (with help from Adoran fencers)	When able
6. <u>Shire Pavilion #2</u> – compile short-list of options	Maelgwn	Next meeting