

# Shire of Adora – Meeting

## Tuesday 11<sup>th</sup> January – 7:30pm

**Meeting commenced:** 7:33pm

**Attendance:** Gwenhwyfar, Maelgwn, Hrodebert, Micha, Ælfred, Drystan, Æthelflæd, Brian, and Katherine.

**Apologies:** None

**Chairperson:** Gwenhwyfar

**Minute-taker:** Gwenhwyfar

### **Item #1 – Acceptance of Previous Minutes:**

Motion to accept previous minutes.

Moved by: Ælfred

Seconded by: Hrodebert

Motion passed.

### **Item #2 – Ratifying Decisions Since Previous Meeting:**

There were NO decisions made since December 6th, which need to be recorded in tonight's minutes.

### **Item #3 – Events and Activities:**

- a. **Midrealms Fortnightly Meet-ups** (14th and 28th Dec) - Gwenhwyfar reports both recent occasions we successful with many attendees. There have been some minor troubles chasing up online payments from people. Brian advised that if a person failed to pay and is not likely to attend again, we can cease chasing them up. However, if they come back sometime, at that point we will ask them for the prior payment as well as the current one.

Gwenhwyfar proposes that we apply to regularly advertise the activity in the local "About our Bay & Basin" magazine (for free) - where it would be listed under the "What's On: Fortnightly Meetings" section. All agreed.

Next Midrealms Meet-up is Wednesday 11<sup>th</sup> January (tomorrow). Gwenhwyfar intends the meetups to continue fortnightly in 2023, every 2<sup>nd</sup> Wednesday at the same location (Wandandian Progress Hall), and at the same price of \$5 per adult, minors free, plus standard non-member fees. All agreed on this.

- b. **Workshop Day** (14th Jan) - Official event from 9am-12pm, but people are welcome to stay on afterwards unofficially. Hrodebert requested we set up a Zoom session on a laptop for others to attend from a distance.

- c. **Sea Dragon's Picnic** (11th March) – Æthelflæd is the steward, and Drystan is her deputy steward. Drystan says it is going well, and they are touching up the form. Drystan sent a version of the budget spreadsheet to Brian. Drystan requests a copy of Brian's budget spreadsheet sent to him. During the meeting, Drystan was given access to Anneke's dropbox in order to access files.

The plan is to book the Burrill Lake Community Hall for 6 hours. Cold lunch served from the hall. Anneke requests use of leftover cardboard lunch containers (after Cold War). Tourney to happen afterwards on the Burrill Lake foreshore.

Gwenhwyfar moves to give conditional approval of the event, and to hire the hall. Conditions: update the proposal form, finish the budget paperwork, and review hall contract before hiring. Æthelflæd may hire the hall once we are sure of bond and deposit price and the cancellation conditions. Ælfred and Hrodebert seconded Gwenhwyfar's motion. Motion passed.

Æthelflæd calls for helpers on the day. Brian proposes a meeting with Æthelflæd and Drystan and Hrodebert (bookings officer) to assist their understanding in how to complete an event report and other paperwork requirements.

- d. **Cold War 2023:** Planning update - Hrodebert is the event steward. He says he has dates for the event: 7th-9th July. Sally (site contact) is emailing through documentation very soon, and he will upload to dropbox. Jochen is the deputy steward. Ariston will be Marshal in Charge of the war. Hrodebert is going to ask Ragnar about working in the kitchen. Æthelflæd is also talking to Ragnar this week and will ask him about this too. Hrodebert expects the official proposal should be ready by the next meeting.
- e. **September Crown 2023:** Planning update - Maelgwn has been in contact with Leesa (site contact) and has a phone meeting planned with her this Thursday evening. He plans to update budget soon with new prices, and will send the updated information around via the FB officers chat so we can move ahead. Drystan asks whether Macquarie Pass is open. Currently it is closed, but hopefully it will be open by September. Ælfred notes the majority of people may be coming via the Hume Hwy.

#### **Item #4 – Action Items from Previous Meeting:**

#1. Cold War wrap-up – finalise event report and any other outstanding issues. (Brian and Gwenhwyfar):

The Reeve finished the event report. There were some anomalies in the sign-in sheets and minor discrepancies that couldn't be fixed. All will be reported to the Exchequer. This event is now closed.

#2. Bal d'Argent wrap-up – obtain hall receipt and finalise sign-in forms. (Katherine, Brian and Gwenhwyfar):

Done. All paperwork has been finalised. Katherine says the sheets were not filled in properly by the gatekeeper, but she had them fixed with Natasja at Rowany Yule. Brian has finalised the financial side, and the hall receipts were received and filed. Katherine reports that the Royals said they had a great time. This event is now closed.

#3. September Crown – get updated contract, and revise event budget. (Maelgwn):

This is a work in progress (see 3(e) above).

#4. Mordenvale rebuild – get another quote from Raven Fyre Forge (TAS), and check with Mordenvale if the two quoted designs are acceptable/desirable. (Maelgwn and Gwenhwyfar):

Maelgwn has requested the quote from Raven Fyre Forge, hasn't received an answer yet. Gwenhwyfar has contacted the coordinator (Duchess Engelin) to check that Mordenvale would still be pleased to receive a gift of portable holes, and also hasn't heard back yet. Hrodebert asks if Adora needs more portable holes for ourselves. Maelgwn says Adora currently has 10 portable holes, and it usually this is plenty for our needs.

#5. Loaner Rapier Gear – 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):

A meeting with the Marshal, Quartermaster and shire fencers was held on 13<sup>th</sup> December 2022. Gwenhwyfar created a spreadsheet cataloguing rapier gear within the shire (both personal gear and shire-owned), and this was forwarded to Hrodebert.

Summary of discussion from the rapier meeting:

- (a) looking to organise a workshop day at a suitable/convenient time early next year to make stuff for the shire rapier kit, (e.g. doublets, maybe gorget?);
- (b) potentially asking on the Lochac Rapier page/lists about sourcing some items, if that helps;
- (c) finding quotes to purchase new items such as an adjustable mask, dagger, external-cup, etc, and
- (d) in the meantime, continuing to track down the two rapiers that are still with Jochen.

#6. Shire Pavilion #2 – compile short-list of options. (Maelgwn):

Maelgwn did research and shared options with the group. He suggests that a double-belled French wedge style tent might work best for our needs. Katherine concurred that that style tent provides sufficient storage for armour and weapons at festival, plus sufficient openness for use during demos. Plain canvas would allow us to decorate it by painting it at a workshop day if we wished. Katherine offered to send some illuminations of medieval tents to use as a guide.

Hrodebert found a cheaper Australian version of the same preferred tent sold by Medieval Fight Club, based in Newcastle. Following discussion, the group prefers the "Saxon/Norman Trade Tent" for sale through that website.

Gwenhwyfar moves that we buy the "Saxon/Norman Trade Tent" from Medieval Fight Club for advertised price on website (\$649-\$699) plus extra for shipping expenses in case personal transport doesn't work out.

Plan A is that Maelgwn will organise Sir Yves to bring it down to Sydney and Maelgwn will pick it up from Sydney. Plan B is to pay for shipping/delivery by the company.

Motion includes that the group approve up to \$850 total expenditure, inclusive of GST, for the purpose of obtaining the chosen tent.

Motion seconded by Micha. All present at the meeting were in favour. Motion passed.

Brian adds that this will be a new asset to keep track of on our official asset register. However, it is not expensive enough to require SCA Board approval, thankfully. Maelgwn is to keep the Quartermaster updated on the movements and whereabouts of the new asset.

## **Item #5 – Officers' Reports:**

**Reeve:** Report details provided both via email and verbally:

Adoran asset spreadsheet (SCA official assets list) resides in the Adoran Reeve dropbox, and must be updated each year. Reeve asked at this meeting about the following and was advised that:

- a) we still have the Adoran Asset (Betta Marquee 6x3m Pavilion);
- b) the Quartermaster knows where the asset is currently located (it is presently in Warwick and Renee McGrath's storage container in Woollamia);
- c) the 6x3 pavilion is physically marked as property of Shire of Adora: Not yet. New Action item – Gwenhwyfar will mark the asset accordingly at this Saturday's Workshop Day.

Adoran Equipment List spreadsheet (as opposed to official Adoran asset spreadsheet): There is an older copy of this list in Reeve's dropbox. We decided that Hrodebert will keep track of the equipment spreadsheet (currently an online google spreadsheet). Hrodebert will put latest version in his dropbox, in case the master version gets lost accidentally.

Is any Batemans Bay Adoran member able to collect TBTS 2022 hall hire receipt? Else Reeve will send letters and will be claiming postage for \$2.20 at the next meeting once he has a receipt from AusPost.

Westpac balance progression over last year after a year with a number of successful events:

- 31 Dec 2022 (& current balance): \$9,244.63 (including last of Cold War expenses paid & corporate transfer of GST, kingdom levy, event insurance up to Sep 30)
- 1st Oct 2022: \$10,428.81

- 1st Jan 2022: \$6,126.13

Results gross/net profits from recent events/activities:

- Bal d'Argent
  - Gross profit: \$506.90.
  - Net profit \$254.82
  - Prior estimated attendance: 80 people.
  - Actual total attendance: 68 people (60 adults, 8 children).
  - Members attending: 55 adults (including crown, feastocrat, and 10 adult concession rates), and 6 children (2 child rate, 1 x child concession, plus 3 children < 10)
- Cold War
  - Gross profit: \$4,505.84
  - Net Profit: \$3,148.64
  - Budgeted for 80 people.
  - Actual Attendance: 125 people (91 Adult Members, 12 Child Members, 17 Adult Non-members, 5 Child Non-members)
- Wandandian Hall A&S
  - Money received to date: \$210, including Event Insurance of \$30.00 (incl GST of \$2.73)
  - Hall Hire Expense: \$100
  - GST of \$18.17 still to be paid to corporate.
  - Bond paid for 2022, now refunded.
  - Has been a financially positive contribution to shire.
  - Payments for 14.12.2022 to be followed up by Renee.
  - Maximum duration of agreement which can be made is one year.

Quarterly & Annual (doomsday) Reeve reports due by the 15th Jan 2023. Waiting for this meeting to be completed if there is any feedback on financial matters wanted to be given to Exchequer.

Also, Brian has done work on the Adoran event report spreadsheet, which can also be used to create a budget during the proposal stage of event planning.

**Heavy Marshal:** Drystan reports that we had a full speed training at the last Midrealms Meet-up (28 Dec) with 5 fighters, two visiting from Mordenvale. No incidents or accidents. At least three new attendees have regularly been turning up to fighter training sessions. We have been doing slow work and pell work with them. One tried full speed training at the last session. Also got out loaner gear to try it on Harry, but kit is not up to scratch. Will look at fixing this at the upcoming workshop day. The heavy loaner kit needs a new cup, an external-type one would be best. Drystan recently bought one on eBay for around \$25.16 + \$9 postage. Drystan suggests that we buy 3 of these external cups: 2 for heavy loaner kits and 1 for the rapier loaner kit. Drystan will share details about this to FB officers chat later.

**Warlord:** Maelgwn says doing training at Wandandian has been wonderful. Notes that there's also armouring to do, plus making shields and weapons. Suggests that at some of the fortnightly meet-ups, we focus on teaching some of the A&S/construction side of being a heavy fighter.

**Captain of Archers:** Jochen is absent.

**Rapier Marshal:** Micha has done some fencing teaching at the fortnightly meet-ups. He hopes to get some newcomers authorised at Festival, particularly Andy, plus he intends to teach Drystan some stuff.

**Herald:** Regarding Gwenhwyfar's badge - Gwenhwyfar needs to make a new drawing before we can do a submission. Maelgwn suggests Micha could run some voice heraldry training for our Spring Crown for local Adorans. Gwenhwyfar notes that Baronness Nim does voice heraldry. Micha suggested we could also show a YouTube video at a meeting, and could get people to practice by calling the fighter training bouts.

**Quartermaster:** Hrodebert notes that Drystan has the only loaner helmet. No other helms can be located. Hrodebert will put a call-out for the missing loaner kits helms: originally had 4, now have 1. He will ask Jase Lees if he knows their whereabouts. Maelgwn would like us to track down location of Adora ceremonies book before Spring Crown. The condition of the Adoran thrones and cushions have been updated on the equipment spreadsheet. He will also need to liaise with Æthelflæd on gear needed for the Sea Dragon's Picnic.

**Webwright / Web-deputy:** Gwenhwyfar updated dates listed for upcoming events. Brian took Bal d'Argent off the home page menu, and updated the contacts page. Next jobs include: archiving the Tourney by the Sea page and taking it off the menu; plus create a new page for Sea Dragon's Picnic.

**Seneschal:** Gwenhwyfar is waiting for some event details to be finalised before submitting through the seneschal's database, to advertise them officially (both the September Crown and the Sea Dragons Picnic). She plans to advertise additional vacant officer roles soon. The Lochac Seneschal's chat has been quiet over the new year period. Despite many newcomers to the Midrealms Meet-ups, we have not had any new members yet. Hopefully some of the keener newcomers will join soon.

## **Item #6 – General Business**

Gwenhwyfar notes that in respect of the "Spring Into Sanctuary Point Fair" demo from last October 22nd - there was a write-up in the December edition of "About Bay & Basin" community magazine about the event. In the article we were the very first group listed as being present at the fair, and were described by the author as "the Viking-themed '*The Shire of Adora*'."

**Date for next meeting:** Tuesday 7th of February at 7:30pm on Adoran Discord Channel

**Meeting closed:** 9:20pm

## SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. Advertise Midrealms Meet-ups in "About Bay and Basin" magazine	Gwenhwyfar	When able
2. Mordenvale rebuild contribution – compare three quotes for portable holes, and check that Mordenvale would still like to have them.	Gwenhwyfar	By next meeting
3. Loaner rapier gear – follow up purchase/creation of required gear (may use \$390 from Southron Gaard).	Gwenhwyfar and Adoran fencers/fighters	When able
4. New arming/demo tent – order tent and arrange delivery, plus add to asset register and equipment list	Maelgwn, plus Brian and Hrodebert	By next meeting
5. Mark Betta Marquee 6x3 pavilion as "Property of Shire of Adora"	Gwenhwyfar	Saturday 14 <sup>th</sup> January
6. Website updates for Tourney by the Sea and Sea Dragon's Picnic	Gwenhwyfar and Brian	As soon as practical