

Shire of Adora – Meeting

Tuesday 6th June – 7:00pm

Meeting commenced: 7:04pm

Attendance: Gwenhwyfar, Maelgwn, Brian, Micha, Ælfred, Drystan, Æthelflæd, Lady Victoria, Jochen

Apologies: Hrodebert

Chairperson: Gwenhwyfar

Minute-taker: Gwenhwyfar

Item #1 – Acceptance of Previous Minutes:

Motion to accept previous minutes - 9th May.

Moved by: Ælfred

Seconded by: Drystan

Motion passed.

Item #2 – Ratifying Decisions Since Previous Meeting:

Decisions made since May 9th, which need to be recorded in tonight's minutes:

On 5th June, Gwenhwyfar (Seneschal) approved War Training day at Milton (24th June).

Item #3 – Events and Activities:

- a. **Flametree Ball** (27th May) – Wrap up: the sign-in sheets have been uploaded, but the event report is still to be completed. Micha still needs to deposit \$15 cash paid on the day. The reimbursement for Cristoval (Rhys) is still in progress - payment to be entered into Westpac after Micha checks the details. Micha did purchase some extra things on the night, and so Brian requests that those receipts be uploaded.

Brian pointed out that whether we make a profit or not is not the point, as the SCA is really about the people enjoying the activities. The ideal situation is to simply cover the event expenses.

Regarding those people who could not attend on the night, Brian requests that Lady Victoria contact them to ask their bank details to process their refunds. If they wish to donate their fees, we need that from them in writing. (Jochen will send an email to that effect regarding his family who couldn't attend on the night).

Gwenhwyfar still needs to pick up lanterns and candles from Lady Victoria.

- b. **Sussex Inlet Viking Festival** (11th June) - Æthelflæd will pick up tent from Gwenhwyfar and Maelgwn's house sometime before 2pm this Friday (10th June). Twelve people intending to be in the demo encampment. Jochen says he will be there also. Might not be enough people for a fighting demonstration, but if there is going to be fighting, Jochen will take care of the sign-in sheets.
- c. **Milton War Training Day** (24th June) - Drystan and Katrina are running this activity at Frog's Hollow, Narrawallee (just past Milton), from 10:30am- 3:30pm, with set up for the hour beforehand. This is a free activity, and will be advertised on Facebook and the Adoran mailing list. Gwenhwyfar will put it on the webpage also. It is non-garbed, and lunch is unofficial (people bring or get their own). Combat archery is permitted (blunts only). Harry told Drystan that he could be the surgeon for the event. Jochen volunteered to assist with marshalling. Advance booking is good but not essential. Aodhan has said that she will mention it at Rowany.

Maelgwn asked about what training is planned for the day. Drystan replied that he'll be talking to experienced people about possible scenarios. Says there could be a grand melee if not enough people for war scenarios such as war formations, bridge and road scenarios, warband stuff, etc. Drystan requests portable holes and ropes. He hopes to run this activity monthly or every two months in the future.

- d. **Cold War 2023** (6th-9th July) – Hrodebert not present at meeting. Maelgwn is bookings officer and reports that approximately 32 adults, 5 children are booked. Numbers are a bit low, so we will need to push the advertising in the next weeks. Hrodebert will be making the hire deposit payment in the next fortnight.
- e. **September Crown 2023** (1st-3rd Sep) - Gwenhwyfar has been updating the webpage in preparation for bookings opening asap. The Crown are keen to have bookings commence. The kitchen spots are all filled. Many the stewarding team had a site visit last weekend. There'll be archery and equestrian activities. Please let Maelgwn know if you wish to assist in any capacity. Maelgwn is hoping for / expecting 150 to 200 attendees, and a big list of tournament entrants. Live streaming will be tested at the next site visit. Maelgwn plans to analyse the site map for camping area sizing and allocations. He also needs to sort out site parking issues. Maelgwn requests a chat with Ælfred about A&S at crown (possibly at the next Midrealms Meet-up on 14th June). Maelgwn proclaimed that his brain is a caffeinated squirrel chasing a goldfish.
- f. **Midrealms Meet-ups** (17th and 31st May) - Gwenhwyfar reports we had 11 people attending both occasions in May. Attendees were reminded that it is time to make online payments for the next "term" of 5 fortnights. Maelgwn notes that we've had steady, good numbers every fortnight, and believes it is a healthy beneficial thing for the group. The possible demo in October at the Wandandian community expo was mentioned, and the organisers have been told we may attend. Maelgwn suggests that we undertake some leatherworking on the next occasion, especially as related to armour-making.

Item #4 – Action Items from Previous Meeting:

#1. Flametree Ball: hold a steward-Reeve meeting (Brian and Micha) - done, plus Lady Victoria attended also.

#2. Sussex Inlet Viking Festival – SCA demo: Pass on Demo Policy and explain requirements to Æthelflæd (Gwenhwyfar) - yes, these were discussed in emails sent around between Jochen, Æthelflæd, Brian and Gwenhwyfar.

#3. Cold War: add information about A&S competition to webpage and Facebook event page (Gwenhwyfar and Aoife) - Gwenhwyfar added the A&S competition details to the website. The Facebook event page does not seem to be updated, however, the event details on Facebook do reference the website for further information.

#4. Cold War: organise online meeting (Hrodebert, Matthijis, Maelgwn & Jochen) - not happened yet. Still finding a suitable date and time.

#5. September Crown: check if contracts need to be signed, sort out portaloos, organise site visit (Maelgwn) – Yes, the site visit occurred and was very productive.

Maelgwn has started filling out Payment Request form regarding the portaloos, but needs further (better) information from Kennards Hire. He is following this up. The portaloos will be delivered on the Friday and picked up Monday. The Robertson Showground site representative does not mind if we are still there on Monday for site clean-up.

The actual site contract has not been sorted yet, but the site is secured for us. This is intended to be completed at the next site visit.

#6. September Crown: have an online meeting to make sure event booking systems are ready to go, etc. (Brian, Maelgwn, Hrodebert) - Still arranging a date for that meeting.

#7. Wandandian community expo: ask locals about whether to attend demo (Gwenhwyfar) - I asked people at the Midrealms Meet-up, and responses were generally favourable. Gwenhwyfar will work on this again closer to the date (late October). Drystan volunteers to fight, if fighters are required.

#8. Fencing daggers: obtain receipt and provide to Reeve (Micha) – Not yet. Micha still needs to get this receipt.

#9. Shire tablecloths: reimburse Hrodebert (Brian) - Done. This was paid on 9th May with Jochen as seconder in Westpac.

#10. Mordenvale rebuild portable holes: chase up seneschal for response (Gwenhwyfar) - have not done, as not a high priority.

#11. Shire paperwork: sort through old files (Gwenhwyfar) – Gwenhwyfar has begun to sort through these files, and found it is paperwork stretching from 2010 to 2018 - meeting minutes, sign-in sheets, proposal forms, blank waiver forms and heraldry submission forms, old version of fighting handbook, Westpac cheque book, and other miscellaneous papers. She plans to scan in a lot of these old papers and upload them to Dropbox so that there'll be one less heavy folder for future seneschals to carry around.

#12. Shire borders: conduct member poll and report findings, plus meeting minutes with approvals, to Kingdom Seneschal (Gwenhwyfar) – Yes, these steps were all completed. Gwenhwyfar reports that the Rowany Senate also voted in favour of the change. The Canton of Okewaite brought it up at their meeting held on May 31st, but Gwenhwyfar has not yet heard of the outcome.

Item #5 – Officers' Reports:

Reeve: Brian reports he has now received an email from Jochen about donating his Flametree Ball refund to the Shire. The Flametree Ball event report currently progressing towards being wrapped-up. A Cold War meeting was held with Hrodebert and bookings and payments currently being made for that event. Brian is looking forward to holding meeting with Maelgwn about Spring Crown. The current Westpac bank balance is \$10,157.81. This amount consists of all the Flametree Ball income, but notes that not all expenses have been paid out yet. Also, a lot of these funds will be spent on Cold War site bookings and food.

In respect of wrapping up the Sea Dragons Picnic, Æthelflæd has repaid the balance of the cash advance (\$300 minus the amounts for which receipts were provided). If additional receipts or a stat dec is received, the event report can be wrapped up. The approval of the Kingdom Exchequer is needed for a stat dec. Brian plans to have a phone call with the Exchequer this weekend, plus notes that both Brian and Renee talked to the Exchequer at Flametree Ball.

Brian is awaiting a response from Micha to check that the reimbursement for Rhys is correct before it gets processed. Lastly, considering the previous three people who have filled out the online Request for Payment form – the feedback is that most people have chosen to use the Payment Request form instead of the better-suited Reimbursement form. Gwenhwyfar will look into this with a view to improving the forms' usability.

Heavy Marshal: Drystan reports that training is going well. There have been no other fighting events since the last reporting period. At least 4 people in armour consistently at training over the last months. No reportable incidents or injuries. Training sessions are slowly transitioning into fast-and-light or full-speed sparring at training sessions. The Shire has received good feedback saying that we are a more inclusive group than elsewhere, with a focus on learning and engagement, and less focus on simply bashing each other. Maelgwn adds that people want more and are enjoying the training sessions. Drystan says we have new people in armour (Harry and Anders) who are learning to fight. The regular sessions are building a strong sense of community and camaraderie in the local area.

Captain of Archers: Jochen says he still hopes to organise an IKAC sometime. Jochen asks if he ought to come up sometime to Midrealms Meet-up to show people how to do arrow fletching. People answered this would be great and very welcome. Drystan mentions that if the Frog's Hollow war training works out well, we could use that site for IKAC, as the management committee is very relaxed.

Rapier Marshal: Micha has no updates regarding fencing.

Chirurgeon: Micha says there are no injuries to report. Gwenhwyfar requests that Micha compiles a list of all shire members who have First Aid training or qualifications.

Arts & Sciences Minister: Ælfred has nothing to report, except that he received the regalia at Flametree Ball (a leather-wrapped pair of fabric scissors). He plans to talk to Maelgwn offline about Spring Crown A&S. There is an A&S competition run by Astrid at Cold War with the theme of "winter". Is anyone willing to take on the making of the kneeling cushions currently at Maelgwn and Gwenhwyfar's house? They will bring the cushions to the next Midrealms Meet-up. Jochen expressed interest in them, and Æthelflæd also suggested Michelle might be interested.

Quartermaster: Hrodebert is not present, and also has nothing to report.

Seneschal: A message was received from the Kingdom Seneschal on 17th May as follows: "The board of SCA Ltd met on Monday night. One of the actions they discussed was the availability of first aid training to groups. The board position is that paying for first aid training for someone in a group does not breach the personal gain provisions of the Finance Policy. They will add a section into the personal gain guide to help make this clearer in future." More details should be forthcoming.

Gwenhwyfar's time as seneschal will be coming to an end in 3½ months (18th September). She will probably start the official application process at the start of August. In the meantime, she would urge all Adorans to have a think about whether they would like to have a go at leading the Shire for the next two years.

(Unofficial) Webwright: Gwenhwyfar made updates to September Crown page.

(Unofficial) Web-deputy: Brian made updates to Flametree Ball page.

Item #6 – General Business

Gwenhwyfar is thinking of doing a Feast of Four Winds in the Midrealms in November – possibly the 4th or 25th, as this is far enough after September Crown and also not too close to Christmas. Maelgwn notes we'll need to check the date of Spring Coronation to avoid a clash. Lady Victoria offers to steward the event. Brian offers any help to Lady Victoria regarding the financial side of running an event.

Drystan asks if Maelgwn and Jochen okay with him creating a group message to discuss war scenarios. They are happy with that.

Date for next meeting: Tuesday 3rd July at 7:00pm on Adoran Discord Channel

Meeting closed: 8:43pm

SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. <u>Flametree Ball wrap up</u> : upload all receipts, process reimbursements and refunds, finish event report, return gear.	Micha, Brian, Lady Victoria	As soon as practical
2. <u>Frog's Hollow war training</u> : advertise event on Facebook, Adoran mailing list and Adoran webpage.	Drystan, Katrina, Gwenhwyfar	Before 24 th June
3. <u>Cold War</u> : boost advertising, plus mention the A&S comp on FB event.	Hrodebert, Aoife, and everyone!	Before 1 st July
4. <u>Cold War</u> : organise online meeting.	Hrodebert, Matthijis, Maelgwn and Jochen	As soon as practical
5. <u>September Crown</u> : advertise that bookings are open, finalise portaloo payment, finalise site contract, arrange next site visit, etc.	Maelgwn	As soon as practical
6. <u>September Crown</u> : arrange A&S chat with Ælfred.	Maelgwn and Ælfred	When able
7. <u>September Crown</u> : arrange online meeting to make sure event booking systems are ready to go, etc.	Maelgwn, Brian and Hrodebert	ASAP
8. <u>Fencing daggers</u> : obtain receipt and provide to Reeve.	Micha	As soon as practical
9. <u>First Aid in Adora</u> : Compile a list of all shire members who have first aid training or qualifications.	Micha (Chirurgion)	When able
10. <u>Shire borders</u> : follow-up with Canton of Okewaite and Kingdom Seneschal.	Gwenhwyfar	By next meeting
11. <u>Shire funds request forms</u> : review and compare "reimbursement" and "payment request" forms.	Gwenhwyfar	When able
12. <u>Shire paperwork</u> : scan and upload files.	Gwenhwyfar	When able
13. <u>Mordenvale rebuild portable holes</u> : chase up seneschal for response.	Gwenhwyfar	When able
14. <u>Call Exchequor</u> – re advice for Shire	Brian (Reeve)	ASAP