

Shire of Adora – Meeting

Tuesday 10th October – 7:00pm

Meeting commenced: 7:05pm

Attendance: Gwenhwyfar, Maelgwn, Brian, Hrodebert, Micha, Ælfred, Jochen, Drystan, Nimue, Micha

Apologies: None

Chairperson: Jochen

Minute-taker: Jochen

Item #1 – Acceptance of Previous Minutes:

Motion to accept previous minutes – 12th September.

Moved by: Ælfred

Seconded by: Hrodebert

Motion passed.

Item #2 – Ratifying Decisions Since Previous Meeting:

Decisions made since September 12th which need to be recorded in tonight's minutes: None.

Item #3 – Events and Activities:

a. **Cold War 2023** (6th-9th July)

Action Item #1. Cold War: wrap up post-event paperwork, payments, and bond return (Hrodebert & Brian)

We have received the final receipt for the site hire from Girl Guides. This needs checking and request for the bond to come back. The Guides have advised that they may withhold \$50 of the bond for post event cleaning. Total Profit (with \$50 adjustment from bond withheld) is calculated at \$1,566.29

This weekend Hrodebert, Maelgwn and Jochen intend to visit the Bengalee Scout Camp, north of Nowra for consideration as a site for Next years Cold War

b. **September Crown** (1st-3rd September)

- **Action Item #2. Spring Crown: wrap up post-event paperwork, payments, etc (Maelgwn & Brian).**
- **Action Item #3. Spring Crown: sort lost property (Maelgwn)**

Photos of lost property to be posted by Maelgwn shortly

Last of financials to be followed up and reconciled. Maelgwn and Brian are working on this. Jochen asked if there was a need to forward monies to Kingdom for Profit-share arrangement. Brian clarified that as of the introduction of daily Kingdom Levy that profit share arrangement had been removed and that all profits belong to Adora. Jochen does impersonation of Scrooge McDuck rolling in money pit.

- c. **Midrealms Meet-ups** (20th September, 4th October) – Gwenhwyfar reports that the last meet-up had three people and the fortnight before 13 people. Last fortnight Harry and Maelgwn did training whilst Gwenhwyfar cut out fabric for listfield rope. We are at the beginning of the next term for those who wish to pre-pay their \$5 attendance. For the last 6 fortnights to the end of the year this is \$30. You can use your existing reference or contact Gwenhwyfar.

- d. **Feast of Four Winds** - **Action Item #5. Feast of Four Winds: review budget, confirm hall booking, and advertise (Brian, Gwenhwyfar, and Victoria (Steward)).**
Bookings coming in slowly along with payments, approximately 20 people. More experienced members will be providing support for Lady Victoria as this is her first run as an event steward.
Brian has been unable to make a time to go through the Post Event Approval Steward Reeve Catchup. Hrodebert will reach out to go through the Spreadsheet Event Report with her.
Lady Victoria has access to Dropbox.

- e. **Wandandion Demo (Sunday 15th)**
Will be happening this Sunday (15th) at the Wandandian Hall. Jochen is contact for organising and is planning to be onsite at 7:30. If we get at least 2 fighters we will do a fighting demo. All are welcome to come and help out taking to the public and doing whatever they have that they may want to do. Maelgwyn will bring Demo tent. Jochen will bring table. Rather than organising food as a whole each person can work out what they want for themselves.

- f. **Tourney By the Sea (Early 2024)**
Astrid is interested in stewarding TBTS and has already had a conversation with Brian about setting up budget and event spreadsheet. Which has been populated in Dropbox. Intent is to run tournament at Malua Bay and the feast at the Bocci club hall. Astrid has had to go to Scone to help her sick mother so cannot be at meeting. She intends to have completed proposal and budget by the next meeting.

Item #4 – Action Items from Previous Meeting:

#4. Send thanks to Mistress Antonia The Shire was gifted a chest from Mistress Antonia Ambrosia Illirica, this was opened at Midrealms meetup last month and contained gifts including a carved wooden box over-brimming with beads, gems, shells, jewelry-making equipment and completed necklaces; some plywood squares and a wood-burning tool-kit. Gwenhwyfar is putting together an appropriate message of thanks.

#6. Fencing daggers: obtain receipt and provide to Reeve (Micha - As soon as practical). Micha has not yet obtained the receipt. Micha to CCBrian and Jochen in the email requesting the receipt.

#7. Restock first aid supplies (Micha). Micha is restocking First aid Supplies by acquiring suitable replacements.

#8. Scan and upload old paperwork files Send to Jochen to Upload (Gwenhwyfar) – In progress. Discussion about Seneschal's reports as has confidential information.

#9. Organise "shopping" meeting for Shire gear and projects (Gwenhwyfar). Meeting run by Gwenhwyfar on 3rd October Many projects requiring expenditure proposed See below in General business for motions to expend monies.

#10. Organise Cold War 2024 planning meeting (Jochen). Not yet done. Going to recon Scout camp on Saturday (See above)

Item #5 – Officers' Reports:

Seneschal: Hauptmann Jochen Schwalbe has stepped up as Seneschal and thanks Gwenhwyfar in the handover. Has attended a Seneschals online meeting and found it to be a good networking opportunity. Reminder Shire Officer reporting due early next month.

Reeve:

Current Bank account Balance is \$19,444.05

There are approximately \$2,100 of funds currently in the Westpac account that require transfer to Kingdom for Insurances, GST and Kingdom Levy.

Adoran Bank account balance close of business 11/9/2023 was \$21,353.21.

Hrodebert was given a brief overview of Xero by Brian.

Hrodebert advises that he would like to become the Deputy Reeve.
Brian, as Reeve, Accepts

Brian moves that **Robert Mcveigh** be approved as an authoriser for the Shire of Adora Westpac Bank Account after getting a Westpac ID.

The new Westpac approvers for the Shire of Adora shall be: **Brian Pinch, Anthony Kenneth Swallow, Warwick Robert McGrath, Nicholas Paul Sheppard and Robert Mcveigh.**

Gwenhwyfar seconds that motion. All in favour. Motion passed.

Arts & Sciences Minister: A&S is sorted for Feast of Four winds. Nothing other than that to report.

Heavy Marshal: Two heavy training sessions at Wandandian this month. No injuries or incidents. Fighting can happen at the Wandandian Demo. Lord Drystan has asked for clarification of fighting at Feast of Four Winds. A Heavy tournament is scheduled.

Chirurgeon: Micha reports that there have been 17 deaths. He then retracted this statement and advised he had lied. Restocking First Aid Kit (See above)

Captain of Archers: Jochen advises that he will be stepping down from the Role as his tenure is coming to an end. He advises that it is not a critical office to have filled but would be willing to assist anyone who wanted to step up and drive archery in Adora.

Rapier Marshal: Nothing to report this month. See above for Rapier Daggers.

Quartermaster: Hrodebert's warrant is coming up to end soon (in December). He has proposed a list of items for purchase consideration (see below). It is currently stocktake season so please advise if you have Adora equipment in your care. Any item over \$300 needs to be photographed. Please Forward to Hrodebert

Item #6 – General Business

The following items were discussed at the Purchases and Projects Meeting from which the following motions were derived:

\$100 for 2 x List ropes Proposed by Gwenhwfar

Jochen moves that \$100 be approved for the purchase of materials for the construction of two list ropes

Seconded: Hrodebert
passed

\$60 for Food to be consumed at Midrealms Meet-ups to end of CY. Proposed by Gwenhwfar who has been supplying biscuits and milk. Tea, coffee, hot chocolate & sugar has been leftover from Bal'Adent. These funds will enable these items to be continued.

Jochen moves that \$60 be approved for the purchase of Food to be consumed at Midrealms Meet-ups

Seconded: Hrodebert
passed

\$10 for Demo/Gate "Shire of Adora" Tablecloth. Proposed by Gwenhwfar who has some material but would like to get a bit more to complete the project.

Jochen moves that \$10 be approved for the purchase of material to make a demo/gate
"Shire of Adora" Tablecloth
Seconded: Hrodebert
passed

\$50 for Curtain rods (For Shire Pavilion) 1.5m x 4. Proposed by Gwenhwfar, these Curtain rods will be used for hanging Banners in the Adoran 3x6 Pavilion. Maelgwn is confident he will come up with a clever way to hang them.

Jochen moves that \$50 be approved for the purchase of Curtain rods (For Shire Pavilion) 1.5m x 4
Seconded: Gwenhwfar
passed

\$225 for materials for Officer tabards - Marshal x 2, Herald x 2. Proposed by Gwenhwfar, these would be Adoran tabards to be worn by appropriate officers. There is a greater allowance for the Heralds Tabards as these should be fancier!

Jochen moves that \$225 be approved for the purchase of materials for Officer tabards - Marshal x 2, Herald x 2
Seconded: Nimue
passed

\$100 for materials for Officer baldrics - Chirurgion x 2, Constable x 2 A&S Table Runner.
Proposed by Gwenhwfar.

Jochen moves that \$100 be approved for the purchase of materials for Officer baldrics - Chirurgion x 2, Constable x 2 A&S Table Runner
Seconded: Hrodebert
passed

\$450 for materials for "War" tabards x 12 These would be in Adoran colours and be kept in the care of the Warlord of Adora (Maelgwyn). There would be the option to pay the group for the cost of materials to have ownership of "your" tabard. Astrid would like to block print the Adoran Dragons on the Tabards. Somehow Jochen has ended up proposing to see it though.

Jochen moves that \$450 be approved for the purchase of materials for "War" tabards x 12
Seconded: Maelgwyn
passed

\$700 for feasting equipment. Hrodebert has put together a list of items that Adora would use for running feasts. This list is based upon overall discussion. Knives were also considered however it has been decided that this decision should be postponed pending further advice.

Jochen moves that \$700 be approved for the purchase of the following feasting equipment:

- 30 x Stainless Steel Sauce Cup
- 15 x stainless Steel Platter
- 15 x Stainless Steel Bowl
- 6 x tongs
- 12 x Serving Spoon

Seconded: Gwenhwfar
passed

Items that the group will consider the purchase of at a later point in time.

1 x Knife wallet and Knives
Heavy Helms
Candle holders

Item not discussed at Meeting but raised as a potential item for purchase by Astrid. \$100 for materials to make decorative wall hangings for feasts, pimping out the Adoran 6x3 Pavilion or other decoration.

Jochen moves that \$100 be approved for the purchase of materials for decorative wall hangings.

Seconded: Gwenhwfar
passed

Date for next meeting: Tuesday 7th November at 7:00pm on Adoran Discord Channel

Meeting closed: 8:49pm

SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. Cold War: Finalise bond return	Hrodebert & Brian	As soon as practical
2. Spring Crown: wrap up post-event paperwork, payments, etc	Maelgwn & Brian	As soon as practical
3. Spring Crown: sort lost property	Maelgwn	As soon as practical
4. Send thanks to Mistress Antonia	Gwenhwfar	When able
5. Feast of Four Winds: Run event	Victoria (Steward)	ASAP
6. Wandandian Demo: Run Demo	Jochen	15 th October
7. Tourney By the Sea: Submit proposal for next shire meeting	Astrid in Valsgardska	Next meeting

8. Fencing daggers: obtain receipt and provide to Reeve	Micha	As soon as practical
9. Complete Restock of first aid supplies	Micha	As soon as practical
10. Scan and upload old paperwork files	Gwenhwyfar	As soon as practical
11. . Westpac approvers: obtain Westpac ID, and get set up as an approver	Brian, Hrodebert	When able
12. Cold War 2024 Visit Bengalee Scout Camp	Jochen, Maelgwyn, Hrodebert	14 th October
13. Purchase of materials for List ropes, Food to be consumed at Midrealms Meet-ups, "Shire of Adora" Tablecloth, Curtain rods, Officer tabards & baldrics, A&S Table runner	Gwenhwyfar	As soon as practical
14. Purchase Materials for War Tabards	Jochen	As soon as practical
15. Purchase of Feasting equipment	Hrodebert	As soon as practical
16. Purchase Materials for Decorative Banners	Astrid	As soon as practical