

# Shire of Adora – Meeting

## Tuesday 16<sup>th</sup> January – 7:05pm

**Meeting commenced:** 7:05pm

**Attendance:** Hrodebert, Gwenhwyfar, Jochen, Maelgwn Micha, Ælfred, Aodhán

**Apologies:** Brian

**Chairperson:** Jochen

**Minute-taker:** Jochen

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

Motion to accept previous minutes – 5<sup>th</sup> December.

Moved by: Maelgwn

Seconded by: Hrodebert

Motion passed.

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

Decisions made since November 7<sup>th</sup> which need to be recorded in tonight's minutes: None.

The Archery day that Hrodebert has planned is ready to go with Reeves approval. The details are as follows:

Date 3<sup>rd</sup> February 2024

Location Bangalee Scout Camp, north of Nowra

Cost – Adult member \$10, Non-member insurance charges apply.

Site Opens 1:30pm (Setup at 1pm)

Event Ends 6pm

Hrodebert has 2 target faces, Jochen has one.

Site cost is Cost \$66 – Break even with 9 Attendees

Maelgwn is doing Bookings.

There is a BBQ which will be available for those who want to use it. But. Bring own utensils.

Has been inputted into Database for seneschal Approval

Motion to ratify Archery day event on 3<sup>rd</sup> Feb.

Moved by: Maelgwn

Seconded by: Ælfred

Motion passed.

**New Action Item 1#. Seneschal approval of Archery Day Event (Jochen) ASAP**

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

### **September Crown (1st-3rd September)**

Event can be closed out with all required Actions complete!

- **Action Item #1. Forward Stewards report to Kingdom Seneschal (Jochen) Complete**
- **Action Item #2. Forward Stewards report to Kingdom Exchequer (Brian) Complete**

### **Midrealms Meet-ups**

We held a delightful pot-luck feast at the meet-up on the 13th Dec, with 14 people in attendance (12 members, and 2 non-members, including one new person). Delicious food was shared, and much relaxed fun was had by all. We had 7 members attend the final meet-up for the year on the 27th Dec, with some casual fighter training, rapier gear testing, and arts & sciences activities.

Gwenhwyfar has confirmed a new set of dates for 2024 for our hall hire booking, in order to accommodate Andy East (a regular attendee) being able to attend throughout the year (as he works every 2nd Wednesday evening). The new dates for 2024 commence Wednesday 10th January, and run fortnightly through the year, with the exception of April 17th, which is Rowany Festival. There will be no meet-up on that date. Also note that this sequence places the final date for the year as Christmas Day, so we have booked Friday 27th December as an alternative. The new invoice with these details has been uploaded to Dropbox - note the payment amount is identical, so no adjustment is required to the \$600 payment we had already made. I have also been provided with an updated contract, which has been signed and returned, and a copy uploaded to Dropbox. The Adoran webpage "Regular Activities" has also been updated with these details.

Midrealms Meet-ups for 2024 commenced on Wednesday 10th with 6 attendees. Work was done on the Listropes

Gwenhwyfar suggested that there be an allowance for refreshments (coffee, tea, biscuits, etc) which she has been supplying. Suggested \$30 for first Quarter. Jochen suggested that the decision be made to commit to the expenditure for the calendar year so it's covered. This can be voted on but requires approval of the Group Reeve.

[Motion - to approve expenditure of up to \\$150 for refreshments at Midrealms, Pending Reeve Approval](#)

[Moved by: Gwenhwyfar](#)

[Seconded by: Ælfred](#)

[Motion passed.](#)

[New Action Item 2#. Following Reeve Approval, Purchase refreshments as necessary for Midrealms Meet-ups. \(Gwenhwyfar\) ASAP](#)

### **Feast of Four Winds**

Last of the reimbursements have been approved by the steward and needs final processing. Outstanding item is finalisation of the Stewards report to close out event. With the Steward running their first event Jochen will reach out to help close it out.

#### **New Action Item 3#. Assist Alexis in closing out Feast of Four Winds (Jochen) ASAP**

- **Action Item #3. Feast of Four Winds: wrap up post-event paperwork & Finalise Stewards report (Alexis & Brian). – Jochen to Assist**
- **Action Item #4. Jochen to complete Request for release of funds form with receipts (Jochen) - Complete**

### **Wandandian Demo (Sunday 15<sup>th</sup>)**

Receipt has been received.

- **Action Item #5. Secure Receipt for site fee. (Jochen) - Complete**

### **Archery Day**

As per Above

#### **New Action Item 4#. Run the Archery Day (Hrodebert) 3<sup>rd</sup> Feb 2024**

- **Action Item #6. Plan Archery Day. (Hrodebert). Complete**

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

#### **#7. Send thanks to Mistress Antonia (Gwenhwyfar)**

As a thank you gift for Mistress Antonia, a red & gold book cover with a wrap-around strap has been made. This week Gwenhwyfar will be embroidering her name ("Mistress Antonia Ambrosia Illirica") and a bespoke design on the front. On the inside edge of the book cover will discretely be written "From the Shire of Adora", and "Made by Gwenhwyfar ferch Elena". Unfortunately, she was unable to complete the project before a visit from Sir Yves last weekend (as he could have taken it back to Mistress Antonia for us), so instead she will send it up to Mordenvale as soon as it is finished. Gwenhwyfar will share some photos in the group chat once the work is complete.

Huge thanks to Gwenhwyfar for undertaking this work on behalf of Adora Much appreciated and looking forward to seeing the Photos.

**Action practically complete**

#8. Fencing daggers: obtain receipt and provide to Reeve (Micha - As soon as practical).

Receipt has been sent by Kit.

**Action complete**

#9. Scan and upload old paperwork files Send to Jochen to Upload (Gwenhwyfar)

Last of it is done! Thankyou to Gwenhwyfar.

**Action complete**

Action Item #10. Organise Dropbox familiarisation session in the new year (Jochen).

Important but not urgent – Is outstanding

Action Item 5#. Organise Dropbox familiarisation session (Jochen).

Action Item #11. Jochen to ask if there are any groups in Lochac that would benefit from financial assistance in the Next Lochac Seneschals meeting.

Jochen not able to be at the last Seneschals meeting. Will ask at next meeting in 2 weeks.

Action Item 6#. Ask if there are any groups in Lochac that would benefit from financial assistance at the Lochac Seneschals meeting. (Jochen)

Action Item #14. Update spreadsheet with progress of projects (All involved in projects).

Updates required on an ongoing basis. Current status attached to Minutes as Appendix A

Action Item 7#. Update spreadsheet with Status of projects before next meeting (All)

**Item #5 – Officers' Reports:**

**Seneschal:** Advertising process for Quartermaster has commenced in Regnumator  
Advertising Process for Captain of Archers to be done.

**Reeve:**

Brian was an apology for the meeting. The 4<sup>th</sup> Quarter and Doomday report were complete on time.

Hrodebert (Deputy Reeve) Current Bank account Balance is \$17,890.89

- **Action Item #12. Deputy Reeve to sign onto Reeves Mailing list (Hrodebert). Complete**
- **Action Item #13. Organise access for Hrodebert for Xero and Dropbox (Brian). Complete**

**Arts & Sciences Minister:** Apologies for not been able to attend last 2 meetings due to work commitments. The Kingdom A&S competition has announced. Talk to Ælfred if you need help.

**Heavy Marshal:** Drystan not present for meeting

**Chirurgion:** No issues

**Rapier Marshal:** Receipt received for Daggers. Training

**Quartermaster:** Hrodebert's Warrant is expired Recruitment process Commenced.

## **Item #6 – General Business**

### **Adoran Presence at Festival**

It is important that there be someone who takes the reins on the coordination of the Adoran Campsite at festival. Noting that Jochen and Astrid will be camping with the next they won't be doing it. However, there are numerous Adorans who have done so in the past who are willing to advise/assist. Jochen suggested that it would be nice to have an Adoran Presence on the Warfield and will make War Tabard construction a priority.

**Action Item 8#. Call for someone to volunteer to be Festival Coordinator 2 weeks prior to next meeting. (Jochen)**

Purchase of materials for Archery Targets

Hrodebert would like to make some Archery targets for use at the archery day and any other archery events run. He does have some materials but as would be a group asset it is appropriate that any expenditure that he may have to make be from Adoran Funds

**Motion - to approve expenditure of up to \$100 for construction of Archery targets, Pending Reeve Approval**

**Moved by: Jochen**

**Seconded by: Gwenhwyfar**

**Motion passed.**

**Action Item 9#. Following Reeve Approval, Material for Archery targets to be purchased and targets made. (Hrodebert)**

## Training at Stuart Park Wollongong

Aodhán of Ashvale proposes to run training sessions at Stuart Park Wollongong. Initial frequency to be once a month, with potential to increase to once a fortnight as momentum gathers. This would require a commitment of marshalling support. Discussion that we should be able to ensure that this happens internally but that we can also call specific people from Rowany to assist. Discussion re timing of training session. 9am to noon is the consensus. Aodhán will take the lead on this training session with support her partner, Angus. Getting this training session running is encouraged and commended. All that needs to happen is to pick a Saturday to start.

Action Item 10#. Pick a Saturday to commence training at Stuart Park Wollongong and start training. (Aodhán)

**Date for next meeting:** Tuesday 6th February at 7:00pm on Adoran Discord Channel

**Meeting closed:** 8:22pm

## SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. Seneschal approval of Archery Day Event	Jochen	ASAP
2. Purchase refreshments as necessary for Midrealms Meet-ups	Gwenhwyfar	Following Reeve Approval
3. Assist Alexis in closing out Feast of Four Winds	Jochen	Asap
4. Run the Archery Day	Hrodebert	3rd Feb 2024
5. Organise Dropbox familiarisation session	Jochen	End of Feb
6. Ask if there are any groups in Lochac that would benefit from financial assistance in the Lochac Seneschals meeting.	Jochen	Next all of Kingdom Seneschals Meeting
7. Update spreadsheet with Status of projects.	All	Before next meeting
8. Call for someone to volunteer to be Festival Coordinator	Jochen	2 weeks prior to next meeting

9. Material for Archery targets to be purchased and targets made.	Hrodebert	Following Reeve Approval
10. Pick a Saturday to commence training at Stuart Park Wollongong and start training. (Aodhán)	Aodhán	ASAP

# Appendix A

## Shire of Adora - Purchases and Projects

Item(s)	Est. Cost	Person Responsible	Timeframe	Status	Notes	Update
List ropes x 2	\$100.00	Gwenhwyfar	End of 2023	In Progress	Under construction (next step: sew yellow flags to red strips), 2 x 20m ropes purchased.	Jan-24
Midrealms Meet-ups food supplies	\$60.00	Gwenhwyfar	18th Oct Meet-up	Done	Enough for rest of 2023 (6 occasions).	
Demo/Gate "Shire of Adora" tablecloth	\$10.00	Gwenhwyfar	Flametre 2024	In Progress	Material purchased, under construction (next step: applique "SCA" badge)	
Curtain rods 1.5m x 4	\$50.00	Gwenhwyfar	Festival 2024	Pending	Need to decide between timber and metal rods	
Fire pit		Maelgwn	Festival 2024	TBC	Speak to Michelle Loncaric about options	
Portable holes x 6		Maelgwn	Festival 2024	TBC	Maelgwn to obtain a quote for manufacture	
Loaner fighter tabards x 12 (cotton drill)	\$450.00	Jochen & Astrid	Festival 2024	In Progress	Material purchased	Jan-24
Officer tabards - Marshal x 2	\$75.00	Gwenhwyfar	Cold War 2024	In Progress	Material purchased. (Black cotton drill, unlined, with yellow swords applique)	
Officer tabards - Herald x 2	\$150.00	Gwenhwyfar	Cold War 2024	Pending	Green "fancy fabric", lined, with yellow trumpets applique	
Officer baldrics - Chirurgon x 2	\$25.00	Gwenhwyfar	Flametre 2024	Pending	Red fabric, with white gourte and red fleam applique	
Officer baldrics - Constable x 2	\$75.00	Gwenhwyfar	Flametre 2024	Pending	Blue cotton velveteen, with yellow club applique	
A&S table runner		Gwenhwyfar	Flametre 2024	Pending	Blue cotton velveteen, with white A&S badge each end	
Wall hangings	\$100.00	Astrid	?	Pending	For use at events	
Small stainless steel bowls x 30	\$700.00	Hrodebert	?	In Progress	Items Purchased - awaiting engraving	Jan-24
Stainless steel mixing bowls x 15		Hrodebert	?	In Progress	Items Purchased - awaiting engraving	Jan-24
Stainless steel oval serving platters x 15		Hrodebert	?	In Progress	Items Purchased - awaiting engraving	Jan-24
Serving spoons x 12		Hrodebert	?	In Progress	Items Purchased - awaiting engraving	Jan-24
Metal tongs x 6		Hrodebert	?	In Progress	Items Purchased - awaiting engraving	Jan-24
Knife wallet		Hrodebert	?	In Progress	E.g. Ikea 13 compartment knife wallet	Jan-24
Candle holders x ??		?	?	TBC	Need to decide on design and quantity. Maelgwn will get a quote.	
Archery Gear - Combat Arrows x ??		?	?	TBC		
Archery Gear - Target Arrows x ??		?	?	TBC		
Archery Gear - Target		Hrodebert	Feb-24	TBC		
Monetary Gift for another branch		Jochen	?	TBC	Discuss appropriate recipient with Kingdom Seneschal, plus decide on suitable amount.	