

# Shire of Adora – Meeting

## Tuesday 5<sup>th</sup> December – 7:05pm

**Meeting commenced:** 7:09pm

**Attendance:** Hrodebert, Gwenhwyfar, Brian, Jochen, Maelgwn (Part)

**Apologies:**, Micha, Ælfred

**Chairperson:** Jochen

**Minute-taker:** Jochen

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

Motion to accept previous minutes – 7<sup>th</sup> November.

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.

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

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

- **Action Item #1. Spring Crown: wrap up post-event paperwork, payments, etc (Maelgwn & Brian). Complete**
- **Action Item #2. Spring Crown: sort lost property (Maelgwn) All Bar 3 items claimed. Close out action item.** Ceramic Cup, wooden plate and hand carved spoon. If not claimed it has been suggested that it be made into a feasting kit.

Photos of lost property have been posted by Maelgwn

Event Finalised. Actions now required include:

**Action Item #1. Forward Stewards report to Kingdom Seneschal (Jochen)**

**Action Item #2. Forward Stewards report to Kingdom Exchequer (Brian)**

- b. **Midrealms Meet-ups** – 12 people attended on the 15<sup>th</sup> November. Was cancelled due to poor weather on the 29<sup>th</sup> November. Pot Luck to take place on the 13<sup>th</sup> December. Final meetup for 2023 will be 27<sup>th</sup> December.

Gwynhwfr has confirmed Hall hire for 2024

In the New calendar year the fortnightly meetup will commence on the 17<sup>th</sup> January (Note the 3 week break). Also note that \$5 attendance fee is waived for 2024. Non-member insurance charge will still apply.

- c. **Feast of Four Winds** – To finalise event Event last of reimbursements need to be done. Brian pointed out to Jochen that he still has some receipts outstanding. Jochen stated that as there were leftovers that went back with him that he is happy to wear the cost. Brian (correctly) stated that it is an event cost and that Jochen is to claim costs. Jochen hangs his head in shame and acknowledges that he needs to do so.

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

- d. **Wandandion Demo (Sunday 15<sup>th</sup>)**  
\$50 site fee paid. Receipt is outstanding.

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

- e. **Tourney By the Sea (Early 2024)**

Astrid is not able to run Tourney By the Sea this year due to Mother's health. Given that there are no alternative proposals and it is late in the year to be locking it in, and that we have had a massive year for running events, it has been determined to skip TBts for this year. However Hrodebert would like to run an archery event early in the new year at the Bengalee Scout Camp at Nowra

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

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

**#5. Send thanks to Mistress Antonia (Gwenhwyfar)** Gwenhwyfar has followed up with Sir Eves, asking for suggestions for what may be appropriate. Sir Eves, as a typical man, was singularly useless in making a helpful suggestion. Gwenhwyfar has suggested an Adoran Themed Book Cover. **Ongoing**

- Action Item renumbered #7.

#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. **Email sent 6<sup>th</sup> November requesting Receipt**

Has not been received. Next step is for Adoran Seneschal to follow up with Innilgard Seneschal to try to establish a dialogue.

- Action Item #8. Follow up with Innilgard Seneschal. (Jochen).

#8. Scan and upload old paperwork files Send to Jochen to Upload (Gwenhwyfar) – In progress. Discussion about Seneschal's reports as has confidential information. **Renee sent Seneschal reports from her reign of terror. Huge thanks!. 2016 – 2018 Old records to be scanned.**

- Action Item renumbered #9.

Discussion re dropbox familiarisation session for this who would benefit from having a better understanding of the structure, how and when we use it. For Officers, stewards and anyone else who is interested.

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

Action Item #9. 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.

- Action Item renumbered #11.

## **Item #5 – Officers' Reports:**

**Seneschal:** Completed Seneschals report. Will be mapping out dates for meetings in the 2024 year.

**Reeve:**

Current Bank account Balance is \$18,448.35

Includes Kingdom Levy, GST & Insurance to Coporate which need to be paid

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

Spring Crown - Financial summary given at meeting for further information contact Sen or Reeve 192 attendees – higher than most optimistic estimate

Cold War – Waiting on finalisation of Xero entries by Exchequer

Feast of 4 winds - 2 expenses outstanding

**Arts & Sciences Minister:** Ælfred not present for meeting.

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

**Chirurgion:** Micha not present for meeting

**Captain of Archers:**

Recruitment process for new CoA to commence - Jochen

**Rapier Marshal:** Micha not present for meeting.

**Quartermaster:** Hrodebert not present for meeting.

Recruitment process for new Quartermaster to commence - Jochen

## **Item #6 – General Business**

### **Boffer Discussion**

Currently we have a number of Boffers that are sitting with Gwenhwyfar and Maelgwn. Discussion regarding what we want to do with them. For example, do we want to gift to another group.

### **Current Projects for which purchases have already been made**

**Discussion that we should use onedrive spreadsheet for tracking progress, which can then be distributed with the agenda and added as an appendix to the minutes, rather than a verbal update at meeting**

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

**Date for next meeting:** Tuesday 9th January at 7:00pm on Adoran Discord Channel

**Meeting closed:** 8:16pm

## SUMMARY OF ACTION ITEMS:

Action Item	Person(s) Responsible	Due Date
1. Forward Stewards report to Kingdom Seneschal	Jochen	As soon as practical
2. Forward Stewards report to Kingdom Exchequer	Brian	As soon as practical
3. Final paperwork for Feast of Four winds	Brian and Alexis	As soon as practical
4. Jochen to complete Request for release of funds form with receipts	Jochen	As soon as practical
5. Wandandian Demo Secure Receipt for site fee	Jochen	As soon as practical
6. Plan Archery Day	Hrodebert	As soon as practical
7. Send thanks to Mistress Antonia	Gwenhwyfar	When able
8. Fencing daggers: obtain receipt and provide to Reeve - Follow up with Innilgard Seneschal	Jochen	As soon as practical
9. Scan and upload old paperwork files	Gwenhwyfar	Ongoing
10. Organise Dropbox familiarisation session in the new year	Jochen	New Year
11. Financial assistance for other Groups	Jochen	Next Lochac Seneschals meeting
12. Deputy Reeve to sign onto Reeves Mailing list	Hrodebert	As soon as practical
13. Organise access for Hrodebert for Xero and Dropbox	Brian	As soon as practical
14. Update spreadsheet with progress of projects.	All	As soon as practical