

# May 2018 Meeting Minutes

## Barony of Kraé Glas



### Summary

<b>Date</b>	12 <sup>th</sup> May 2018
<b>Meeting open</b>	3:00pm
<b>Meeting close</b>	3:55pm
<b>Location</b>	Doveton Hall
<b>Chaired by</b>	Leif Magnússon
<b>Minuted by</b>	Veronica Bellini

### Attendance

	<u>Officer Holder</u>	<u>Office Contact</u>	<u>Notes</u> Present absent
<b>Seneschal</b>	Leif Magnússon	<a href="mailto:seneschal@kraeglas.lochac.sca.org">seneschal@kraeglas.lochac.sca.org</a>	Present
<b>Deputy Seneschal</b>	Vienna Maria della Rosa		Apology
<b>Deputy Seneschal</b>	Aidern MacDara		Present
<b>Reeve</b>	Elswyth Goodfellow	<a href="mailto:reeve@kraeglas.lochac.sca.org">reeve@kraeglas.lochac.sca.org</a>	Present
<b>Baron</b>	Gilbert Purchase	<a href="mailto:baronialkraeglas@gmail.com">baronialkraeglas@gmail.com</a>	Absent
<b>Baroness</b>	Bethony Gaitskell	<a href="mailto:baronialkraeglas@gmail.com">baronialkraeglas@gmail.com</a>	Present
<b>Knight Marshal</b>	Cormac Lenihan	<a href="mailto:marshal@kraeglas.lochac.sca.org">marshal@kraeglas.lochac.sca.org</a>	Apology
<b>Rapier Marshal</b>	Vacant	<a href="mailto:rapier@kraeglas.lochac.sca.org">rapier@kraeglas.lochac.sca.org</a>	
<b>Captain of Archers</b>	Thorgrim Dvergr	<a href="mailto:kraeg.archery@gmail.com">kraeg.archery@gmail.com</a>	Present
<b>Herald</b>	Veronica Bellini	<a href="mailto:herald@kraeglas.lochac.sca.org">herald@kraeglas.lochac.sca.org</a>	Present
<b>Deputy Herald</b>	Elsbeth Caerwent		Present
<b>Constable</b>	Avelyn Rosewood	<a href="mailto:constable@kraeglas.lochac.sca.org">constable@kraeglas.lochac.sca.org</a>	Present
<b>A&amp;S Officer</b>	Clemens Gascoigne	<a href="mailto:arts_science@kraeglas.lochac.sca.org">arts_science@kraeglas.lochac.sca.org</a>	Apology
<b>Web Minister</b>	Philippa Wildefuhel	<a href="mailto:webminister@kraeglas.lochac.sca.org">webminister@kraeglas.lochac.sca.org</a>	Apology
<b>Equestrian officer</b>	Caterina Vasari de Firenze		Present
<b>Historian</b>	Veronica Bellini		Present
<b>Gold Key</b>	Sorcha of Kraé Glas	<a href="mailto:gold_key@kraeglas.lochac.sca.org">gold_key@kraeglas.lochac.sca.org</a>	Present
	Elizabeth la Chatte		Apology
<b>Others present</b>			

# Opening Business

## Previous Minutes

<u>Item</u>	<u>Details</u>	
<b>Link</b>	<a href="http://kraeglas.lochac.sca.org/2018/04/29/meeting-minutes-april-2018/">http://kraeglas.lochac.sca.org/2018/04/29/meeting-minutes-april-2018/</a>	
<b>Motion to ratify previous minutes</b>		
<i>Moved by</i>	Airden MacDarra	
<i>Seconded by</i>	Elsbeth GoodFellow	

## Officer vacancies, appointments, commentary periods

<u>Office</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
<b>Constable</b>	Tender is up looking for replacement	Senschal needs to be advertised	
<b>Rapier marshal</b>	Vacant, not looking for a replacement at this moment.		
<b>Senschal</b>	Needs to be advertised		

## Events

### Past Events (Not yet finalised)

<u>Event Name</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
<b>Festival</b>	Quiet. Small group. Very cosy. War tabards were really nice. Rapier war was successful.		

## Future Events (Approved)

<u>Event Name</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
<b>Day of champions 19 May 2018</b>	A week away. Book! Will need help transporting decorations ETC.	Approved whole budget \$825 for hire plus \$500 bond.	Approved Leif Seconded Veronica
<b>Day of Honour 11 August 2018</b>	Hall has been booked. \$30 per head – 50 adults is break even. Tournament only \$5 Non members – extra \$5 Discounts: 5-12 YO tournament & feast - \$15.00 Under 5 tournamanet & fest free 12 & under free for tournament only.	Budget has been sent to Senschal & reeve. \$30 per head – 50 adults is break even.	Approved for advertising Leif Seconded Sorcha
<b>GSG 5-8 Oct 2018</b>	Budget \$140 per head for adult. (Ensuites And power) No off board. There will be equestrian		Approved Nicolette Second Airden
<b>12<sup>th</sup> night 12-13 Jan 2018</b>	Looking at increasing the adult price to cover the site. Everything is on track. First planning meeting in the next month. Needs volenteers Pre-budget wanted to be approved, silimar to GSG, as it's the same place.	Approved on Submission	Pre Approved Airden Seconded Mared

## Future Events (Proposed)

<u>Event Name</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
<b>Day of champions (equestrian)</b>	Working toward a good date for the riders that works for the horses too.		

## Expenses

### One-off expenses

*Details of expenses should be listed here once approved, and should remain in all subsequent minutes until the expense has been paid/reimbursed. Once that is done, the purchase details should be recorded here, and the item can be removed from the following meeting onwards. This section should only be for expenses that are not related to events.*

**(To see a list of expenditures that have previously been approved but have not yet been spent, see the appendix.)**

<u>Item details</u> (Name, description, etc)	<u>Amount</u>		<u>When</u>		<u>Motions</u>
	<u>Approved</u>	<u>Spent</u>	<u>Approved</u>	<u>Spent</u>	

## Ongoing expense approvals

SCA Ltd Financial Policy, December 2016, Section M, item 5: "Ongoing approval for recurring expenses can be approved once each financial year without further representation to Council, provided that the expenses are of a uniform nature and do not exceed a maximum amount per expected recurrence as per the applicable Council decision."

<u>Item</u>	<u>Approved amount</u>	<u>Last approved/Current period of approval</u>	<u>Motions</u>
<p>Crafthall venue hire</p> <ul style="list-style-type: none"> <li>• Monthly cost of Eumemmerring Scout Hall.</li> <li>• \$100 (GST-Free) per usage</li> <li>• We only pay for the days we actually use it</li> <li>• They invoice us every few months</li> </ul>	\$100/month used	<p>Re-approved in December 2017.</p> <p>Approval expires 30/06/2018 (End of 2018 FY)</p>	
<p>Rapier training venue hire (CURRENT VENUE)</p> <ul style="list-style-type: none"> <li>• Weekly cost of Fairhills High School</li> <li>• \$66 (Inclusive of GST) per week</li> <li>• We only pay for the days we actually use it</li> <li>• They invoice us after each school term</li> </ul> <p>Paperwork has been submitted to school, expect to start there early 2018. Don't have keys as yet</p>	\$66/week used	<p>Re-approved in December 2017.</p> <p>Approved for first few months of 2018, until we have moved to the new venue.</p>	
<p>Rapier training venue hire (NEW VENUE)</p> <ul style="list-style-type: none"> <li>• Still at fairhills for the moment.</li> <li>• Weekly cost of Wantirna Primary School</li> <li>• \$55 (Inclusive of GST) per week</li> <li>• We only pay for the days we actually use it</li> </ul>	\$55/week used	Unknown	

## Ongoing Projects

<u>Project</u>	<u>Details</u>
Cloaks	<p><u>Lead person:</u> Nicolette</p> <p>If you'd like to contribute or get involved, contact Nicolette directly. Have weaving parts. Plain sewing, design work. If you have any interest in helping, contact Nicolette. Highlighting the talents of the group.</p> <p>Goal to have it done by 12<sup>th</sup> night</p>

# Officer Reports

<u>Office</u>	<u>Report</u>
---------------	---------------

Seneschal	<ul style="list-style-type: none"> <li>• drop dead (Warren) and Deputy in charge of kicking arse (Sam), Successor Nicolette (Maybe)</li> <li>• Will be advertising for replacement this month. Plan to hand over reins on Day of honour.</li> <li>• Officers report are due!</li> <li>• Nothing official about approving a budget, it just needs to be approved. (Raised objections, rather than looking for approval).</li> <li>• Senschal is responsible.</li> </ul>
Reeve	<p>Community Solutions One account: \$3493.34  Cash Reserve Bonus account: \$6286.62  Cash advances &amp; floats \$500 deposit for Balla Balla</p> <p>Paid for Venue hire for two events in the last month. Booking will bring that back</p>
Baron and Baroness	Nothing to report. Enter the championship! Cancer council morning tea next crafthall. Garb optional.
Knight Marshal	nothing to report
Rapier Marshal	Position vacant.
Herald	One device approved. Caterina. Herald now has a royal ceremonies book to be used for kingdom events.
Constable	Nothing to report. Needs a replacement!
A&S Officer	Needs info on up coming A&S at events.
Web Minister	Nothing to report
Historian	Nothing to report.
Gold Key	Veronica to create an email for goldkey.
Representative from Hamlet of Grœnahólar (Not required)	Nothing to report
Proposed Hamlet of Muddegaud (Optional report)	Nothing to report. Hamlets are not required to report, but it's nice to know what they are doing.
Representative from College of St Monica	Nothing to report

## New and Other Business

<u>Item</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
-------------	----------------	-----------------------------------	----------------

<b>Lochac emails</b>	Still working on email redirects. Seneschal & herald to go through all emails to ensure there are gmail accounts for them all & the lochac redirects are correct.	Senechal & herald to go through them	
<b>Postcodes</b>	Discussion between Stormhold & KG. Plan to go ahead for KG to annex all of the shire of Yarra ranges & Cardinia. This will help with Muddegau as a Hamlet.		
<b>June Crafhall</b>	Biggest morning tea included. Will be garb optional		
<b>Gift for storm hold's 30<sup>th</sup></b>	To be discussed		

## Closing Business

<b>Details of next meeting</b>	On-line through discord. Proposed time & date Monday 4 <sup>th</sup> June 8pm.
<b>Meeting close time</b>	3:55 pm

## Appendices

Expenditures that have been approved, but the funds have not yet been spent

<u>Item details</u> (Name, description, etc)	<u>Amount</u>		<u>When Approved</u>
	<u>Approved</u>	<u>Spent so far</u>	
Two Baronial Cloaks - B&B Regalia	\$500	\$379.96	Aug 2016
Tokens for awards/ciphers/etc (request by B&B)	\$100	\$24.72	Feb 2017
Champion Cloaks – regalia	\$400	\$314.20	July 2017
2 silk banners for Grœnahólar - made by Elizabet Hunter	\$320		July 2017
Leather bound book for Champions diary	\$150		Aug 2017
Replacement trailer hitch for Baronial Trailer	\$75		Oct 2017
Additional shelving unit for Crafhall storeroom	\$200		Oct 2017
Sunshades, for use of newly forming Hamlet	\$1000	\$537.98	Nov 2017
Supplies for banner making workshop	\$150		Nov 2017
Following on from storage audit, additional supplies are requested: 6 plastic tubs - \$42 total 3 heavy duty plastic tubs - \$90 total 2 lots of fabric dye - \$50 total ( <b>purchased</b> ) Garb dust covers - \$30 total	\$230	\$178.94	Dec 2017

## Tenures of current Baronial Officers

<b><u>Office</u></b>	<b><u>Holder</u></b>	<b><u>Held since</u></b>
<b>A&amp;S Officer</b>	Clemens Gascoigne	December 2016
<b>Baron and Baroness</b>	Gilbert Purchase and Bethony Gaitskell	October 2016
<b>Captain of Archers</b>	Thorgrim Dvergr	January 2018
<b>Chirurgeon</b>	<i>(Position Vacant)</i>	<i>(Position Vacant since ?)</i>
<b>Chronicler</b>	<i>(Position Vacant )</i>	<i>(Position Vacant since ?)</i>
<b>Constable</b>	Avelyn Rosewood	December 2015
<b>Gold Key</b>	Sorcha of Kraé Glas and Elizabeth la Chatte	November 2017
<b>Herald</b>	Veronica Bellini	October 2017
<b>Herald (Deputy)</b>	Elsbeth Caerwent	October 2017
<b>Historian</b>	Veronica Bellini	February 2016
<b>Knight Marshal</b>	Cormac Lenihan	November 2016
<b>List Keeper</b>	<i>(Position Vacant)</i>	<i>(Position Vacant since ?)</i>
<b>Rapier Marshal</b>	Vacant	Vacant since March 2018
<b>Reeve</b>	Elswyth Goodfellow	January 2018
<b>Seneschal</b>	Leif Magnússon	October 2016
<b>Seneschal (Deputy)</b>	Vienna Maria della Rosa	May 2017
<b>Web Minister</b>	Philippa Wildefuhel	May 2016