

# October 2018 Meeting Minutes

## Barony of Kraé Glas



### Summary

<b>Date</b>	13/10/18
<b>Meeting open</b>	3.05 pm
<b>Meeting close</b>	4.13 pm
<b>Location</b>	Doveton Scout Hall, Doveton
<b>Chaired by</b>	Nicolette Dufay
<b>Minuted by</b>	Ana du Wallachia

### Attendance

	Officer Holder	Office Contact	Notes Present absent
<b>Seneschal</b>	Nicolette Dufay	<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>	Apology
<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>	Present
<b>Rapier Marshal</b>		<a href="mailto:rapier@kraeglas.lochac.sca.org">rapier@kraeglas.lochac.sca.org</a>	Vacant
<b>Captain of Archers</b>	Thorgrim Dvergr	<a href="mailto:kraeg.archery@gmail.com">kraeg.archery@gmail.com</a>	Apology
<b>Herald</b>	Veronica Bellini	<a href="mailto:herald@kraeglas.lochac.sca.org">herald@kraeglas.lochac.sca.org</a>	Apology
<b>Deputy Herald</b>	Elspeth Caerwent		Present
<b>Constable</b>		<a href="mailto:constable@kraeglas.lochac.sca.org">constable@kraeglas.lochac.sca.org</a>	Vacant
<b>A&amp;S Officer</b>	Clemens Gascoigne	<a href="mailto:arts_science@kraeglas.lochac.sca.org">arts_science@kraeglas.lochac.sca.org</a>	Present
<b>Web Minister</b>		<a href="mailto:webminister@kraeglas.lochac.sca.org">webminister@kraeglas.lochac.sca.org</a>	Vacant
<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
<b>Others present</b>	Mirum, Throorfin, Amelia, Daniel, Leanne, Seamus		

### Opening Business

#### Previous Minutes

Item	Details
<b>Link</b>	<a href="http://kraeglas.lochac.sca.org/2018/09/11/meeting-minutes-september-2018/">http://kraeglas.lochac.sca.org/2018/09/11/meeting-minutes-september-2018/</a>
<b>Motion to ratify previous minutes</b>	
<i>Moved by</i>	Warren
<i>Seconded by</i>	Elspeth

#### Officer vacancies, appointments, commentary periods

Office	Details	Follow-up actions required	Motion s
Arts and Sciences	Will be vacant soon	Advertised 11 October 2018	
Constable	Still looking, but potentially filled by collegiates who have queried.	Advertised 11 October 2018	
Children's Officer	Not actively looking for at the moment		
Chronicler	Still looking	Advertised 11 October 2018	
Heavy Marshal	Still looking, but potentially filled by collegiates who have queried.	Advertised 11 October 2018	
Rapier Marshal	Everard has said he will be rapier marshal and is accepted by kingdom, 2 weeks commentary	Commentary starts 17 October 2019	
WebMinster	Still looking	Advertised 11 October 2018	

# Events

## Past Events (Not yet finalised)

<u>Event Name</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
<b>Day of Honour</b> 11 August 2018	Deposit for balla balla, not requested by venue, they are ok without one. Now closed, report submitted.	Closed	
<b>GSG</b> 5-8 October 2018	<ul style="list-style-type: none"> <li>• Awaiting bill for the venue, they are waiting for final numbers to be clarified. Constab report required. (From monica)</li> <li>• Few last minute changes to stewarding team, but it went well on the day. Venue was amazing, good kitchen and accommodation, for 12th night, there are 2 toilets, 3 showers amongst one homestead area. Should be more in time for 12th night. great feedback from the cleaners. Kitchen equipment, make sure we bring our own, a lot of their tools were locked away, supplies provided were not great.</li> <li>• Environmentally, Footwear, enclosed footwear recommended gravel and ants everywhere. Note there were also snake warnings.</li> </ul>		

## Future Events (Approved)

<u>Event Name</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
<b>12<sup>th</sup> Night</b> 12-13 Jan 2018	<ul style="list-style-type: none"> <li>• Back up stewarding               <ul style="list-style-type: none"> <li>◦ Cathy leviston feast steward</li> <li>◦ Beth and obbi event stewards</li> <li>◦ Gilligan wants more experience, and may be deputy steward for this event.</li> <li>◦ Bree has said she can be Equestrian Marshal</li> <li>◦ Lee will be Heavy Marshal, overseen by Conrad.</li> <li>◦ Lillian for Constab,</li> <li>◦ Everard Rapier, Marshal Incharge</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Trying to get less experienced stewards buddied up to train people up, call for assistance, please contact beth, obbi, or cathy to help.</li> <li>• Budgets being compared regarding gsg to identify losses.</li> <li>• Activities and projects for 12th night, lots of incoming times for crafting times to assist.</li> </ul>	

## 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>	Bree is looking toward a good date for the riders that works for the horses too.	Bree to arrange date	
<b>(STTS) Summer Twilight Tourney Series</b> 8 Dec 2018	<ul style="list-style-type: none"> <li>• Thorgrim is steward for all event but has deputies in each group.</li> <li>• Winners will be asked to put a prize in a chest, (something they no longer use or ask a friend to donate something, feasting gear, garb no longer fits, pieces of armour, whatever) which will be presented to their excellencies to distribute to the populace at the last STTS in March.</li> <li>• Recouping financial losses for this year, so all event will have a \$5 entry fee for all, with +5% for non members.</li> <li>• All will have tournaments and potluck.</li> </ul> <p><b>Time for a raid</b>, at Craft Hall, a timed rapier and heavy challenges. 1:00 for Rapier, 2:00 for Heavy</p>		Approved
<b>STTS 2</b> 18 Jan 2018	As above + <b>The raid</b> , hosted by proposed hamlet of Lyttleham, venue (park) tbc. Round robins for heavy and rapier. Archery unsure of yet.  Deputy for event Leigh	Confirm venue	Approved proposal with venue to be confirmed
<b>STTS 3</b> 16 Feb 2018	As above + <b>The Homecoming</b> , hosted by the Hamlet of Groenaholar, Venue at Thorgrim's house, Archery perhaps Argincourt run. Round robins for heavy and rapier tournaments. Ending with a Tavern night with games.		Approved
<b>STTS 4 (final)</b> 15 Mar 2018	As above + <b>Victory Tournament</b> , hosted by St Monica's, venue Monash 'hump' lawn, Formats to be advised.  Deputy for event Sarah and Caitlin		Approved

## 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>	
12 jugs, 12 platters, 2 fruit bowls and 2 swan planters expences bought by Bethony	\$254.80		13/10/18		Approved by Sam and seconded Warren
15 or 16, \$3 decorative ceramic bowls to be purchased by Elspeth.	\$50.00				Approved

Reeve report:				
Additional purchases	\$59		13/10/18	
<ul style="list-style-type: none"> <li>Introducing square into sca, requires council to approve the use for training and events for payment to broaden options.</li> <li>Will want to get an additional reader to facilitate payments. Readers are 59 dollars approximately.</li> <li>For use at craft hall and rapier training.</li> <li>9 or 10 cents per use. Can't charge a surcharge, charges will have to be factored into event prices and budgeting.</li> </ul>				Buying another reader, and usage at all events approved by the meeting, to be confirmed by all officers not present.

## 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>
Craft Hall Venue Hire – Doveton Scout Hall 54 Memorial Drive, Narre Warren North, VIC 3804 (0426 291 737) gl.narrewarrenth1st@vicscouts.asn.au <ul style="list-style-type: none"> <li>100 dollars per hall usage, and only pay for the days we use, we get invoiced ad hoc.</li> <li>Liaison was Leif, will now be Lillian.</li> <li>Request getting the lock on the ladies bathroom fixed.</li> <li>Locks for our storeroom need to be fixed, and to make sure we are the only ones that have access to our storeroom.</li> <li>Lillian has one set of keys from Monica, Conrad has the other.</li> </ul>	\$100/hall usage	Approved 13 October 2018 Next review by October 2019	Approved
Rapier Training Venue Hire – Wantirna Primary School 120 Mountain Highway, Wantirna 3152 (03 9801 1938) wantirna.ps@edumail.vic.gov.au <ul style="list-style-type: none"> <li>Weekly cost \$55, only pay for when it is used, but we have to give 24 hour notice if we make a cancellation</li> </ul>	\$55/week used	Approved previously Next Review by October 2019	Approved
Note: Training site at Monash is problematic at present, Potentially moving to doveton for training, more discussion will need to be had, with a potential trial period. Lots of expressions of interest for rapier, so need to facilitate. Loaner kits are currently at doveton, but training is continuing at monash at present.		Need to decide what to do about Wednesday night training.	

## Ongoing Projects

<u>Project</u>	<u>Details</u>
Cloaks	<b>Lead Person: Nicolette</b>  If you would like to be contribute or get involved. Contact Nicolette Dufay directly. Need weavers, plain sewing and design work done. Goal it to have it done by 12 <sup>th</sup> Night.

# Officer Reports

Office	Report
Seneschal	Catching up on current positions
Reeve	<ul style="list-style-type: none"> <li>Westpac savings \$6286.85</li> <li>Community solutions account \$12936.21 (bill for lodges still to be paid)</li> <li>no outstanding floats.</li> <li>In future any drastic changes to event pricing, please consult the reeve.</li> <li>Food budgets are for edible items only or non reusable items like cleaning product. Other items like cutlery, serving ware, cookery tools etc are inventory costs.</li> <li>25 mugs with kg device, they're interested in selling them. Approved to sell by the meeting.</li> <li>Extra care to be made with losses.</li> </ul>
Baron and Baroness	Gib and beth nothing to report, but please do lots of little events if you want.
Knight Marshal	<ul style="list-style-type: none"> <li>Wednesdays still running, are a bit quiet,</li> <li>Monthly weekend training as a private event at conrad's, this is not an official event. 9 people at the last, informal training and looks very successful with faux tournaments. one incident from ear training, gib was not bitten by a snake, he was hit by an arrow.</li> </ul>
Rapier Marshal	Gsg was awesome
Herald	Apologies, deputy says no new names or devises approved, but there are a few new submissions, scrolls being worked on.
Constable	This position is open.
A&S Officer	Known world a&s officer - Known World symposium for sciences, astronomy, natural sciences, alchemy, etc. Running it in 2020, and looking for event bids. Nothing else to report.
Web Minister	No one in this role at present, to be filled, but people helping here and there. Breana has volunteered.
Historian	Nothing to report
Gold Key	
Representative from Hamlet of Grœnahólar	Reps not here to report Hamlet have heaps to do, wohoo! But progressing well.
Representative from Hamlet of Lytleham	Reps not here to report. Hamlet have heaps to do, wohoo! But progressing well.
Representative from College of St Monica	Reps not here to report.

# New and Other Business

Item	Details	Follow-up actions required	Motions
Archery	<p>Purchase of bows</p> <p>No progress to report, still researching, and potentially prices a website tbc.</p> <p>Price for 10 bows 18 to 26 pounds, bulk purchase, Plexiglas, price is 800 dollars, for about 10 units. Also potential for some to be then sold to individuals if 10 is too many for the barony.</p>	More discussions needed	

# Closing Business

<b>Details of next meetings</b>	Next meeting is November 6th evening on discord. Following is December 3rd on discord. Next two craft halls will not include the meetings.
<b>Meeting close time</b>	28:13:00

## Appendices

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

<b>Item details</b> (Name, description, etc)	<b>Amount</b>		<b>When Approved</b>
	<b>Approved</b>	<b>Spent so far</b>	
Two Baronial Cloaks – B&B Regalia (Nicolette)	\$500.00	\$379.96	'Aug 2016
Tokens for awards/ciphers/etc (requested by B&B)	\$100.00	\$24.72	'Feb 2017
Champion Cloaks – Regalia ( )	\$400.00	\$314.20	'Jul 2017
2 silk banners for Groenaholar, made by Elizabet Hunter	\$320.00		'Jul 2017
Leather Bound Book for Champion's Diary - Regalia ( )	\$150.00		'Aug 2017
Replacement Trailer Hitvh for Baronial Trailer ( )	\$75.00		'Oct 2017
Additional shelving for Craft Hall Storeroom	\$200.00		'Oct 2017
Sunshades for newly forming Hamlet ( )	\$1,000.00	\$537.98	'Nov 2017
Supplies for banner making workshop	\$150.00		'Nov 2017
Following 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 (purchased) Garb dust covers - \$30 total	\$230.00	\$178.94	'Dec 2017

### Tenures of current Baronial Officers

<b>Office</b>	<b>Holder</b>	<b>Held since</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>Chirurgion</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	November 2017
<b>Herald</b>	Veronica Bellini	October 2017
<b>Herald (Deputy)</b>	Elspeth 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>	Everard Sefar	'October 2018
<b>Reeve</b>	Elswyth Goodfellow	January 2018
<b>Seneschal</b>	Nicolette Dufay	'October 2018
<b>Seneschal (Deputy)</b>	Vienna Maria della Rosa	May 2017
<b>Web Minister</b>	Philippa Wildefuhel	<i>(Position Vacant since ?)</i>