

October 2018 Meeting Minutes

Barony of Kraé Glas



Summary

Date	8 th September 2018
Meeting open	3:00 pm
Meeting close	3:41 pm
Location	Doveton Scout hall, Doveton
Chaired by	Warren McArdle
Minuted by	Veronica Bellini

Attendance

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

Others present	Thorfinn, Lachlan, Leanne, Matt White
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Opening Business

Previous Minutes

<u>Item</u>	<u>Details</u>	
Link	http://kraeglas.lochac.sca.org/2018/08/24/meeting-minutes-august-2018/	
Motion to ratify previous minutes		
<i>Moved by</i>	Samantha	
<i>Seconded by</i>	Warren McArdle	

Officer vacancies, appointments, commentary periods

<u>Office</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
Constable	Vee has resigned, as no one has stepped forward.	Reverting to Seneschal for now.	
Rapier marshal	Vacant, not looking for a replacement at this moment.		
Children's officer	Co-ordinating children specific events. ETC. Working with Children is required for this role.	Need to look at finding one.	
Seneschal	Someone stepped forward, but can not do it at this point.	Needs to go through the whole process again.	
Heavy Marshal	Conrad is stepping down.	Needs to be advertised	
Webminister	Vacant	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>
Day of Honour 11 August 2018	Made a profit of 427.48. Event report submitted on the 28 th of August.	Need to check on deposit with Balla Balla	

Future Events (Approved)

<u>Event Name</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
GSG 5-8 Oct 2018	Budget \$140 per head for adult. (Ensuites And power) No off board. Leif is currently Steward. GSG is going ahead. Obbi spoke to the site and got them to reduce the cost. Food cost had been adjusted. At this point we will be either be breaking even or making a small loss. The loss we are expecting is around \$1500, based on current bookings.	Steward needs to advertise	
12th night 12-13 Jan 2018	Bookings are live.		

Future Events (Proposed)

<u>Event Name</u>	<u>Details</u>	<u>Follow-up actions required</u>	<u>Motions</u>
Day of champions (equestrian)	Working toward a good date for the riders that works for the horses too.	Cancelled until early 2019 due to drought.	
Summer Twilight Tournament series	Thorgrim is running the whole thing. The first on is at Thorgrim's one at his tavern & the proposed hamlet could take another. Black dolphin & Bronwyn's household (Voxmonicae) at Monash.	Each event in the series needs to have it's own event proposal.	

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>	
New key for doveton. B&B has new one, Heavy marshal had one. Senechal needs one.	\$15.00				Approved Warren Seconded by Sam.

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"> Monthly cost of Eumemmerring Scout Hall. \$100 (GST-Free) per usage We only pay for the days we actually use it They invoice us every few months 	\$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 (Old VENUE)</p> <ul style="list-style-type: none"> Weekly cost of Fairhills High School \$66 (Inclusive of GST) per week We only pay for the days we actually use it They invoice us after each school term <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>	Approved to remove from minutes, as we stopped payments.
<p>Rapier training venue hire (NEW VENUE)</p> <ul style="list-style-type: none"> Still at fairhills for the moment. Weekly cost of Wantirna Primary School \$55 (Inclusive of GST) per week We only pay for the days we actually use it 	\$55/week used	July 2018	

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.</p> <p>Goal to have it done by 12th night</p>

Officer Reports

<u>OFFICE</u>	<u>REPORT</u>
Seneschal	<ul style="list-style-type: none"> Nothing to report
Reeve	Reeve's report: Community Solutions One account: \$9227.53 Business Cash Reserve: \$6286.81 Krae Glas Holdings: nothing outstanding. Please make sure all sign-in sheets are filled in correctly & sent to the Reeve.
Baron and Baroness	Nothing to report
Knight Marshal	Stepping down soon. Training is small but consistent.
Rapier Marshal	Nothing to report
Herald	New procedure for hamlets, so groenholer needs to be re-submitted.
Constable	Position vacant. Constable have been advertised for 6 months.
A&S Officer	Tender is up at the end of December. Krae Glas banner has been updated.
Web Minister	vacant
Historian	Nothing to report
Gold Key	Interest from students. People underage need a guardian forms.
Hamlet of Grœnahólar	Nothing to report.
Proposed Hamlet of Littlehan	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>
New lock on storage	Need to request from the scouts to put our own lock on the storage. The front door key currently opens it, which means anyone hiring the hall has access.	Contact the hall for approval.	
Archery	Prices investigated \$800 for 10 bows	Needs to be approved next meeting. Postponed until more officers available.	
Smaller events	Request for more smaller events.		

Closing Business

Details of next meeting	13 th October 2018, 3pm Craffhall, Doveton hall
Meeting close time	3:41 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 Craffhall 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 (purchased) Garb dust covers - \$30 total	\$230	\$178.94	Dec 2017

Tenures of current Baronial Officers

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