

February 17th, 2011

Lionsdale Council Meeting

Location: Legal Grounds Coffee House in Abbotsford

Meeting Opened at 7PM

Attendance:

Tomas, Kayleigh, Sebastian, Aine, Thora, Asa, Danielle, Katarina, Sofia, Symon, Safiya, Savaric, Wulfstan, Elspeth, Danitha, Rose Cam-Beul

Officer Reports

Arts & Science – Lady Kayleigh de Leis

Accomplishments

- 2 competitions were held at Winter's Tournament.
 - o Competition to choose the new Champion had 4 entries.
 - Winner and new Champion of Arts and Sciences for Lionsdale Sir Kerrigan, student to Viscountess Safiye.
 - Judges also awarded a prize for "most suited to theme" which was presented to Lady Sage
 - o For-fun competition had 5 entries. The populace distributed accolades
 - Prize for "Populace Choice" was presented to Alivia Spencer
 - All competitors were given the beads they received as accolades, including lamp work beads which were distributed by Princess Katherine
- Quarterly report submitted
- Lady Azzah, the Dance Minister, has requested approval from council to extend the rental of the dance practice space as the dancers have complied with the increased fee and have steady attendance.

Dance Report - Azzah Lazanice

Greetings unto the Seneschal of Lionsdale and its populace, the following is the full report for February AS45 being the year 2011.

Lionsdale dance has occurred on Tuesday evening from 7:30 - 9:30 PM. Dance has taken place on February 8th with an attendance of 15 individuals.

The dance group has continued with the fee of \$3 per person, with no student rate available. Everyone has abided by the new pricing.

The testing for La Misura di Ballare is still available. No new testing took place these past months

Dance took place at Lionsdale's Winter Tourney, with a very poor turnout. We had a total of 6 people dancing, a very small turnout considering advertisement of dance at this event did take place. I believe most people were more concerned with packing up and heading home than dancing.

This concludes Lionsdale dance report, February AS45 being 2011.

Bardic – Wulfstan Hrafnsson

Thora reports: We had the champions' competition for Bardic at Lionsdale's Winter's Tourney. There were four competitors in the end and Hrathi was chosen as the new Bardic Champion of Lionsdale. I had time to finish off the cloak at last and have added that to the regalia of this champion.

Bardic Report, Feb AS 45 (2011)

Our AS 45 Shire Bardic Championship was held at Winter Tourney earlier this month. The outgoing champion, HE Thora Golvik, set an interesting challenge for competitors: two pieces, of which one must be a filk. We had four competitors in all, including two former Skalds of Tir Righ. The outstanding competitor was HL Hraði inn Rakki, who is our new Bardic Champion. Honourable mention also went to Lady Madeline Lamont for her filk "Leader of the Flock". Kudos as well to TL's Elspeth and Katarina for "best bard in a supporting role as a farmyard animal."

Chatelaine - Safiye al-Konstantiniyye

Nothing too exciting on the chatelaine front again! Still talking with interested parties online and at events and seeing a few of them continue to show up to events.

It was pointed out after my December report that I hadn't mentioned anything about the Antioch Invitational Demo in November, so I would like to add a short addendum to that report. Antioch Invitational was a principality demonstration aimed at showcasing our activities to the general public. It was well attended by members of the populace from all over Lions Gate and Lionsdale. I am unsure of the final numbers through the gate; I heard rumours of about 60 non-SCA people? I talked to many people there, most of who were mostly interested in just checking it out but not participating in the long run. I did spend some time with a gentle named Drew who has come out to several practices in Lions Gate and I have also heard that he came out to a Lionsdale event just to help set up. I have about 10 or so contacts to email from the event; my apologies for not getting on that sooner.

Safiye
Lionsdale Chatelaine

Gold key - open

Chronicler – Application from Thora Golvik (see new Business)

Webminister - Tomas de Courcy
Nothing to report

Exchequer - Aine

- The current balance of our accounts \$7,165.39
- Discussion was held over the new Gate Policy (see old business) and announcements for the changes to financial policy were made (see new business)
- Working on Eisenmarch's final reports that are needed to formally close the branch and release the funds to Lionsdale.
- Waiting for communication back from the BOD regarding final paperwork for the new account at TD.

Chamberlain – Elspeth Selwode

Chamberlain's Report – February 2011
THL Elspeth Selwode
mka Mellissa Kimberley

Warrant papers have yet to be filled out and signed, this is an unofficial report of my activities.

Inventory:

Plans are afoot to get a full accounting of the shire's property. The exchequer has informed me that we are acquiring a new lock for the storage locker (and a good thing too, after Dave's key broke in it) and we are looking into the feasibility of securing a slightly larger storage locker for better use of the space and more effective inventory-taking. I will be photographing all items and they will be put on a rewritable cd that will be included in the officer book. Lost and found will likewise be photographed, but not included in the shire inventory proper. These items will be added to the Lionsdale forum gallery and advertised on the mailing lists: Northern, Lions Gate and Lionsdale for a start, with requests to disseminate to other lists. Gentles can then see if their missing property is in our possession and make the appropriate arrangements. Any property currently in our possession that is not claimed will be removed from our locker and donated to charity after a reasonable period of time.

Anyone with shire property in their possession is encouraged to email me to make arrangements for pick-up and return to the storage locker. Any items relevant to and necessary for the execution of officer's duties are exempt from this, but I will still need to come and photograph it for cataloging.

My thanks to Christine and Danni for reporting in on shire property in their care.

Relevant Paperwork:

I will be devising a sign in/sign out sheet that will remain in the storage locker, for gentles who need to access our property to note the date and time they do so, what property has been removed and when it has been returned. I feel that this will give us a much more accurate picture of who has what, where and for how long.

Recent Events:

Lionsdale's Winter Tourney was held on Feb 5 and much of our shire property was well used - tablecloths, erics and marshalling staffs, as well as the Kingdom banners. Everything was returned promptly to the locker in good shape.

Herald - Wulfstan Hrafnsson

Several items this month, all of them fairly brief.

1. Badge designs

I have five badge designs to submit for registration to the College of Heralds. I plan to have these ready for inclusion in the April Internal Letter at the end of this month. The first four are as discussed previously, and the fifth - a black tower charged with the cross - is something Tomas and I discussed as a potential token for our past champions, under the name "Tower of Lionsdale" or similar.

As I have only had feedback on preferences from three gentles - thank you Tomas, Katarina and Elspeth - I would like to suggest that we hold off assigning badges to particular purposes until we see what actually passes, and then have them attached to awards, tokens, etc. There's no point getting attached to something which gets returned.

2. Awards

There is a long honour roll of Lionsdalers who received awards this month:

Viscountess Safiye al-Konstantiniyye - Carp (Kingdom, persona development)
Viscount Savaric de Porte des Lions - Silver Pillar (Principality, service)
Lord Bernard de Norfolk - Arms (Tir Righ)
Lady Elena de Norfolk - Arms (Tir Righ)
Don Godfrey von Ravensburg - Scar of Tir Righ (Principality Rapier Champion)
Don Godfrey von Ravensburg - Hafoc (Principality, martial pursuits)
HL Sionann in Ui Fhlaitbhheartaig - Sable Chime (Kingdom, bardic excellence)
THL Elspeth Selwode - Goutte de Sang (Kingdom, service)
THL Wulfstan Hrafnsson - Jambe de Lion (Kingdom, A&S)

There are also several Lionsdalers honoured with the Prince's Favour and Princess' Talon of Favour by TE's Alden and Katherine at their step-down, but as yet I do not have a full list and so I have not included names here. I hope to have the complete list for council tomorrow.

I have also seen photos from Kingdom A&S which suggests that Asa Einarsdottir is also to be congratulated, but I don't have details at time of writing. Again, I hope to have this information by council tomorrow.

3. Heraldic equipment

a. Heraldic tabards

Last month I proposed creating two or four heraldic tabards for use in field- and town cry heraldry, and was asked to cost this out. At www.fabricstore.com we can get a nice mid-weight linen - which will both wear well and breathe well - for \$6 per yard. Tabards will take approximately 2.5 yards of material all told (including appliquéd heraldic insignia) so should run around \$15 each. We could do four - enough even to host a Coronet tournament - for about \$60.

b. Consulting library

At present our consulting library consists of a single volume: Fox-Davies' *Art of Heraldry*. To remedy this, I am going to be making a discretionary expenditure to print off in hard copy the *Pensic Traceable Art Project*. I got approval to do this some time ago, and mention it now mostly as a "heads-up" to the Exchequer to expect a receipt next month.

This concludes my report.

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THL Wulfstan Hrafnsson
Herald of Lionsdale

Scribe – Danielle
Nothing to report at this time

Master of Stables – Savaric de Porte des Lions

Nothing to report for January

Archery - Symon Archibald Cottel

Rapier - open

Lists - open

Seneschal - Tomas de Courcy

Seneschal Report

January 20 2011 – February 17 2011

A report of my activities since January 20, 2011.

Activities

- Financial committee
- Domesday report submitted
- With Thora looking into a 12th night bid
- Contacted Uilliam, principality seneschal, regarding what is required in a baronial petition
- Updated Lionsdale based OP from Winters (champions and scapula)
- Contacted Trethewey House regarding demo

Events

- Winters Tourney

Special Projects

Eisenmarche Merger

- The exchequer is currently working on the last few parts of this

Barony of Lionsdale

- Broke down baronial committee into sub committees
 - Petition
 - Regalia
 - Ceremonial

Population Statistics January

Members	50
Bad Address	8

Future Plans

- Event Steward's Handbook
- Meeting with principality seneschal, lions gate, Seagirt and Shitterwood regarding event dates

Notes

- Officers, please have your reports submitted by the Wednesday before council at the latest.

The Honourable Tomas de Courcy (GdS)
 Noah Arney
 Seneschal of Lionsdale

Pied Piper – Agdta Xalbadora Da Coruña
 No report

Events:

2011:

Winters Tourney – Geoffrey and Danielle (February 5, 2011) General thoughts are that things went well and will have report for next council
LD Champions – Aine (June 3-5 2011) There were adjustments made to the financials on the bid and financial committee has accepted the bid as revised. There will be Equestrian this year for the first time in Lionsdale
Odin's Playground – no bids yet (September 9-11 2011) Thora is hoping to have a bid ready for next council
Bard and a Banquet – (November 26 2011)
Tir Righ A&S – (October 22, 2011) -Wulfstan is putting together a bid will have it hopefully for next meeting

2012:

Winters Tourney – now accepting bids
LD Champions – now accepting bids
Odin's Playground - now accepting bids

Bard and a Banquet - now accepting bids

2013:

12th Night 2013 –
Thora is hoping to have a bid well started for March Council

Demos:

Trethewey House demo: contact made with Trethewey house, demo set up for July 9th. Seneschal will look into Canada day parade the week previous for advertising.

Demo opportunities

Committees:

Financial Committee:

Lionsdale Champions 2011 - bid altered and accepted
Odin's bid discussed but not submitted
Lock for shire lock box
Bank account info
Gate policy
Financial Policy

Baronial Committee:

Regalia
Petition
Ceremonial

Old Business:

Lionsdale Badge – Wulfstan displayed a few of the devices that we might consider. There was discussion about the benefits of each one.

Gate Policy – new Gate policy has been adopted



Shire of Lionsdale

Policy: Running Gate at Lionsdale Events

Created: February 2011

This policy arises out of the need to have an agreement available for everyone working at Gate and an understanding on what is expected in running gate. This document should be on hand at every gate to help and clarify governing documents and the traditions in Lionsdale.

1.) First and foremost, The Shire of Lionsdale adheres to Corpora, Kingdom of An Tir Law and Principality of Tir Righ Law.

- 2.) Gate exists to facilitate the arrival of members, guests and adherents to the site. They collect site fees, administer the rosters and waivers, dispense helpful information about the site and activities, handle lost and found, and connect new comers to people on site appropriate to the situation. They should always try to be courteous and polite.
- 3.) As per Corpora, the requirements to participate in an SCA event are:
 - i. Pay site fee
 - ii. Make an attempt at pre-17th century attire
 - iii. Be polite to everyone
 - iv. Respect the Crown
- 4.) As per Lionsdale Financial Policy 7.c, the Autocrat is responsible for organizing personnel to operate Gate.
- 5.) As per Lionsdale Financial Policy 7.d, the Autocrat is responsible for requesting an appropriate float to operate Gate.
- 6.) The Exchequer, or a paid SCA member that they designate, is to oversee the gate sheet reconciliation and to handle cash drops whenever required. The Exchequer will work with the person in charge of gate to ensure transparency and accuracy in the process of reconciling the gate sheets, cash drops, and float.
- 7.) Gate staff report to the event Autocrat for all non-financial issues, and to the Exchequer for all financial issues. (If the Exchequer is not available, the deputy Exchequer or a member of the Financial Committee may substitute, with the understanding that they will pass the information on to the Exchequer as soon as feasible.)
- 8.) The Exchequer will tabulate gate statistics and forward them to the Autocrat for inclusion in their event report. Statistics should include numbers of adults, youth, children, compensated attendees, and merchants. It should also include a breakdown of attendance by branch or area.
- 9.) As per Lionsdale Financial Policy 7.f, no part of gate monies or the float can be used for event expenses without the specific written authorization of the Exchequer and autocrat. If there is a last minute need the autocrat can request assistance from any Financial Committee member, as they can authorize emergency expenditures up to \$50 in accord with Lionsdale Financial Policy 6.g.
- 10.) Mundane legal issues (such as theft or missing funds) need to be brought to the attention of the Seneschal and Exchequer immediately.
- 11.) The Exchequer, the Seneschal, and the event Autocrat may all individually revoke the permission of any personnel authorized by the Exchequer to be gate staff, for any reason. Such revocation must be reported to the Exchequer and the Financial Committee as soon as feasible, and the gate staff may only have their permission reinstated by the Exchequer.

Appendix A: Waiving Site Fees (Lionsdale Financial Policy, section 8)

8. Waiving Site Fees

- a. The following classes of people will not be charged gate fees at Lionsdale events.
 - i. At all events the Autocrat will have their site fee waived. They can opt to have this privilege shifted to one other person (ie, another member of the autocrat team) in their stead if they wish
 - ii. All reigning Royalty, their dependents, their Heirs, and their Heirs' dependents, and anyone else required by law for certain events will not be charged gate fees

<ul style="list-style-type: none"> iii. As representatives of the Crown, all territorial Barons and Baronesses, and their dependents will not be charged gate fees iv. All current Lionsdale Champions will not be charged gate fees for Lionsdale Championship Events v. Waiving other gate fees may be requested by the Autocrat as part of their event bid, to be approved by the Financial Committee (ie: teachers at a UTR session, cooks at a feast, etc.) <p>b. Waiving fees on-site</p> <ul style="list-style-type: none"> i. Occasionally people arrive on site and ask to come in for no charge. This has typically in the past been for reasons such as: <ul style="list-style-type: none"> • A family member or friend dropping something off/picking someone up • Wanting to see what it is we are doing for half an hour and then leave ii. Whenever possible, gate should be notified in advance that these people will be arriving, with the reason and duration of their visit. To prevent disappointment, the autocrat and Exchequer should also be notified, so that if they are expecting for their site fee to be waived, that can be pre-arranged. iii. It is expected that if a relative or friend is arriving, that the person who invited them to do so will meet them at gate. If it is a person that does not have a relationship with an attendee, the Chatelaine, their deputy, or other persons designated for the task, should be contacted to discuss the nature of the Society with the person, and escort them around the premises if that is deemed to be a wise choice. iv. Regardless of whether the site fee is waived or not, if they are entering the site premises, they must be entered on the gate sheet and sign the appropriate waivers. v. As per Corpora, in order to enter the site premises, they must make an attempt at pre-17th century attire. If it is known in advance that they will be arriving on site, the person inviting them should make arrangements for this, including contacting the Gold Key officer if necessary to arrange for loner garb. vi. All cases of on-the-spot waiving of site fees must consult both the Autocrat and the Exchequer. As a financial matter, in accord with the above financial policy, the Exchequer may deny any request to waive a site fee that was not included in the original event bid.
<p>Ancient Arms Eisenmarch - Letter is being written to request the release of Eisenmarch device to Lionsdale to be used as ancient arms.</p>

New Business:

Staples card for exchequer:
Discussion happened on what exactly the card would be needed for and after discussion it was decided that a card was not needed.

Financial policy update: Adopted by council as below
Shire of Lionsdale Financial Policy

Revised: February 15 2011

Introduction

The following Lionsdale Financial Policy serves as an addendum to the requirements set forth by the

Society for Creative Anachronism, Inc. (SCA) Financial Policy, the Kingdom of An Tir Branch Financial Policy, and the Principality of Tir Righ Branch Financial Policy. This policy is governed by Modern Law,

Corpora, SCA Financial Policy, Kingdom Law, Kingdom Financial Policy, Principality Law, and Principality Financial Policy, and will be revised, as needed, to remain in compliance with these superseding documents. Other revisions must be approved by the consent of a quorum of the Financial Committee. All references to amounts refer to Canadian currency.

Policy

1. Financial Committee

- a. The Financial Committee, in accordance with section VI.A. of the SCA Financial Policy, shall consist of the Chancellor of the Exchequer, the Seneschal, and other paid members of the branch as they shall invite from time to time. The Exchequer, or a person the Exchequer designates for that purpose, shall chair the meetings of the Financial Committee. The Financial Committee will meet at least quarterly to review the Financial Reports, and as necessary to ensure the continued smooth operation of Lionsdale. A quorum of the Financial Committee shall be deemed to be three-quarters of the current membership of the Committee, or at least two members, whichever is more.

2. Bank Account Identification and Structure

- a. All funds will be maintained in a bank account in the name of "The Shire of Lionsdale". All signatories must be paid members of the Society, and must submit proof of personal/legal identification and paid membership when being added as a signer to the account.
- b. Each account will be a double-signature chequing account, with the Exchequer, Seneschal, and at least one other paid member approved by the Financial Committee being listed as signatories. No two signatories may operate out of the same residence, or be related by birth or marriage. Two authorized signatures will be required on any cheque, money order, or other instrument of withdrawal, whether or not the bank offers, or has, minimum limits for signature inspection.
- c. Following the end of the Exchequer's term, a new signature card will be signed by the account signers in accordance with B. above.

3. Segregation of Duties

- a. No one person may be responsible for all aspects of Lionsdale's financial management. The bank statements for Lionsdale's account will be sent to the Exchequer or PO Box of the Branch. The Seneschal, or designated representative (other than the Exchequer), shall be responsible for reviewing the bank statement. The Exchequer will reconcile the bank statement to the books of account, and provide a copy of the reconciliation to the Seneschal at the next business meeting.
- b. Lionsdale must have a warranted Exchequer, as long as it has funds in a bank account.

4. Financial Records

- a. The Exchequer will maintain permanent books and records of all financial activity.

Detailed records must be maintained and receipts, disbursements, and contributions specifically itemized. Where a system is automated, a printout or "hardcopy" of computer records will be made at least monthly as well as electronic backups. All records must be retained for at least seven (7) years. All books and records, as well as all assets, bank statements, other correspondence, and files of an official nature are the property of Lionsdale. They must be turned over to the successor officer immediately, after the former officer leaves office.

5. Financial Reporting and Disclosure

- a. The Exchequer will review the required quarterly and annual reports, including bank statements, with the Financial Committee. The Exchequer will make a copy of the report available to every member of the Financial Committee.
- b. The Exchequer will submit the annual Comparative Balance Sheet and Income Statement for distribution at Lionsdale's next regularly scheduled business meeting following submittal of the annual report. Financial documents will be available at any regularly-scheduled populace meeting.
- c. The Exchequer, in conjunction with the Autocrat of an event, must submit an Event Report Form to the populace of Lionsdale as soon as reasonably possible, but in no event later than thirty-one (31) days after the conclusion of the event. This may be through publication in the newsletter, by presentation at a regularly-scheduled business meeting, or by other customary method of communicating with the populace.

6. Expense Authorizations

- a. No officer of any level has the authority to authorize payments that do not support the Society's tax-exempt purpose. The Chancellor of the Exchequer, as the warranted financial officer of Lionsdale, can exercise a veto over any financial expenditure.
- b. Prospective Autocrats for proposed events must follow the approval procedures outlined in Section E below, and submit the following information:
 - i. A written description of the event, including activities and proposed site.
 - ii. An Event Budget Worksheet, detailing the estimated income and expenses expected for this event.
 - iii. A list of people that have committed to perform the necessary functions to put on the event, including the approval of the officers responsible for the activities proposed at the event.
- c. All expense reimbursements require a completed Reimbursement Request Form and fully documented receipts. Reimbursement requests that do not exceed approved budgets need only be signed by the Seneschal before being submitted to the Exchequer. Reimbursements that exceed approved budgets, or which have not had prior approval, must follow the procedures outlined in Sections E, F, or G below.
- d. Approval of all cash advance requests require a completed Cash Advance Form, and must follow the procedures outlined in Sections E, F, or G below. Cash advances will be treated as a receivable item until they are reconciled by a presentation of receipts and/or cash totaling the amount of the advance. Reconciliation of cash advances must occur within ninety (90) days of the advance.
- e. Under normal circumstances, expense authorizations shall be processed at the regularly scheduled business meetings. Initially, requests for expense authorization will be presented at one business meeting, and decided on at the next business meeting. This allows for thoughtful consideration before committing Lionsdale's funds. This requirement can be waived by the consensus of the Seneschal and the Exchequer.
- f. The Seneschal and Exchequer acting jointly may, on an emergency basis, authorize individual expenditures up to \$400.00. The Seneschal and Exchequer shall notify the remainder of the Financial Committee of any such authorizations as soon as possible. A spokesperson for the Financial Committee will report the authorization at the next regularly-scheduled business meeting.
- g. Each member of the Financial Committee may, strictly on an emergency basis, authorize individual expenditures up to \$50.00. Each member may do so only once until they have reported this to the

Seneschal and Exchequer, which they shall do as soon as possible. Upon reporting it to the Seneschal and Exchequer, the Seneschal and Exchequer shall either authorize the member to do so again in emergencies, or revoke their permission permanently. A spokesperson for the Financial Committee will report the authorization to the next regularly-scheduled business meeting.

7. Controlling Cash Receipts

Adequate cash controls must be in place at any event where money is collected in the name of the Society.

- a. The Exchequer, in conjunction with the Autocrat of the event, shall develop and implement a process to ensure adequate cash control at an event.
- b. The Autocrat of the event is responsible for finding people to operate gate and collect funds.
- c. The Exchequer must approve of any and all people that will be handling funds at an event.
- d. The Autocrat is responsible for requesting an appropriate amount of petty cash to provide for making change at the event.
- e. A Gate Reconciliation Event form must be used to account for funds collected at an event.
- f. Event expenses are not to be paid out of the cash box at an event, without the specific written authorization of the Exchequer and the autocrat. This type of transaction is strongly discouraged, to be used only as an absolute last resort, with excellent justification and thorough documentation.
- g. As soon as reasonably possible, and in no case later than seven (7) days after the conclusion of the event, the Autocrat will deliver the funds from the event and the Gate Reconciliation Forms to the Exchequer. After reconciling the funds to the Gate Reconciliation Forms, and the petty cash to the initial advance, the Exchequer will issue a receipt to the Autocrat.
- h. The Exchequer will deposit the funds into Lionsdale's bank account as soon as reasonably possible, and preferably within seven (7) days after receiving the funds from the Autocrat.

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- a. The following classes of people will not be charged gate fees at Lionsdale events.
 - i. At all events the Autocrat will have their site fee waived. They can opt to have this privilege shifted to one other person (ie, another member of the autocrat team) in their stead if they wish
 - ii. All reigning Royalty, their dependents, their Heirs, and their Heirs' dependents, and anyone else required by law for certain events will not be charged gate fees
 - iii. As representatives of the Crown, all territorial Barons and Baronesses, and their dependents will not be charged gate fees
 - iv. All current Lionsdale Champions will not be charged gate fees for Lionsdale Championship Events only (ie: "Winter Tournament" and "Lionsdale Champions")
 - v. Waiving other gate fees may be requested by the Autocrat as part of their event bid, to be approved by the Financial Committee (ie: teachers at a UTR session, cooks at a feast, etc.)

b. Waiving fees on-site

- vii. Occasionally people arrive on site and ask to come in for no charge. This has typically in the past been for reasons such as:
 - A family member or friend dropping something off/picking someone up
 - Wanting to see what it is we are doing for half an hour and then leave
- viii. Whenever possible, gate should be notified in advance that these people will be arriving, with the reason and duration of their visit. To prevent disappointment, the autocrat and Exchequer should also be notified, so that if they are expecting for their site fee to be waived, that can be pre-arranged.
- ix. It is expected that if a relative or friend is arriving, that the person who invited them to do so will meet them at gate. If it is a person that does not have a relationship with an attendee, the Chatelaine, their deputy, or other persons designated for the task, should be contacted to discuss the nature of the Society with the person, and escort them around the premises if that is deemed to be a wise choice.
- x. Regardless of whether the site fee is waived or not, if they are entering the site premises, they must be entered on the gate sheet and sign the appropriate waivers.
- xi. As per Corpora, in order to enter the site premises, they must make an attempt at pre-17th century attire. If it is known in advance that they will be arriving on site, the person inviting them should make arrangements for this, including contacting the Gold Key officer if necessary to arrange for loaner garb.
- xii. All cases of on-the-spot waiving of site fees must consult both the Autocrat and a member of the financial committee. As a financial matter, in accord with the above financial policy, the Exchequer, in conjunction with another member of the financial committee, may deny any request to waive a site fee that was not included in the original event bid.

Storage Locker:

- The storage locker is cramped and unwieldy and Aine/Sebastian/Elspeth is looking at what options we have for a bigger locker and or shelves.
- There has been a donation of rubber maid tubs to help organize everything by Madeline.
- After discussion it was decided that we need to go through and sort out/ get rid of what shouldn't be in there and what is broken or missing bits, etc... and that we should try to build shelves first then see what space we still need.

Merging of regalia: the plan is (brought up by Melissa and Tomas) to gather in all of Eisenmarch's champions regalia and combined it with our own. If anyone knows who has what champion regalia please let them know to pass it to Elspeth or Aine.

Extending dance:

Azzah made request to allow the dancing sessions to carry on as they have been.
13 for/ 0 against / 3 abstentions

New chronicler:

I would formally like to make application to the position of Chronicler in Lionsdale.

While I am unsure of how to manage a web page and I have a hard time being involved with the forum, I do have knowledge on how to take minutes, keep records and run announcement lists. I would be very willing to learn the rest.

I would be able to look at the Paw Print and adapt what has been happening and run with it (hopefully with a team of one or two people)

I am current with the laws of the land and am familiar with the Societies publication policies.

My membership is current until March of 2014.

I am currently Curia Clerk for the Kingdom of An Tir, but this is a position that requires my attention 4 - 6 times a year and not more.

Please consider me for the position.

Yours in Service,
Thora Golvik

Council accepted Thora as new Chronicler

Safiya made request for two copies of New Comer's Handbook to be purchased by the shire for use by the Chatelaine for new people at a cost of \$46

13 for/ 0 against / 3 abstentions

Desiree made announcement about Antioch and asked that if the Principality doesn't want to pick it up when she talks to them, then would the shire? New date in May. Everyone was in agreement to run with Antioch if the Principality won't