

Minutes for Officers Meeting

GROUP NAME	The Shire of Bordscros		NOTES COLUMN
Meeting Date Meeting Time	Tuesday, 14 June 2016 7:20 pm		
Meeting Location	544 Thurgoona Street, ALBURY via SKYPE to Culcairn, East Albury, Narrandera, Wagga Wagga, Wodonga		
Meeting Attendees	Tamsin Walle Tracey Sawyer (minute taker)		(Chairperson) NB – Has every one signed in?
	SKYPE: Joy Walker, Kimberley Beattie, Scott Bulters, Scott Murrowood		
Apologies from absent members	Paul & Julie Willis (unable to connect although they did try several times), Deborah Lambert		
Quorum Met?	YES If No – Meeting rescheduled for: N/A		NB – Quorum for an SCA meeting is 3 officers
Proceeding minutes	Minutes for the previous meeting dated 08/05/2016 were tabled at the meeting via Dropbox and will be actioned at the July meeting (Skype issues)		
	Motion to accept by		
	Seconded by		
	Carried?	YES / NO	
	Previous minutes signed by two officers who attended both meetings?	YES / NO	
Correspondence:			
	IN:	Email from person interested in attending the Scottish themed tourney & feast, after reading newspaper article	
	OUT:	Press Release sent to ABC radio, Border Mail; awaiting replies.	
Officers reports:			
Seneschal Tamsin Walle	<p>* Thank you for early reports.</p> <p>* Reminder to those officers stepping down: you need to tell the Seneschal so she can advertise the position. If taking on an officer's role copy the Seneschal in to your application to the Kingdom officer. Send in your application early so that the compulsory two-week commentary period can be run without interruption to the role.</p> <p>* Current member count is 17 adult and 7 minor members PLUS we have two new members: Helen and Daryl South (Loch Corbie)</p> <p>* We had a good attendance last month, we even had a wayfarer from New Zealand (!), it was lovely to meet Angel from Darton.</p> <p>* We had a query from someone who wanted us to entertain at a birthday party. Seneschal explained that we are not an 'entertainment' society, not covered by insurance for performance.</p>		<p>Attach detail of reports on separate pages., if these are lengthy</p> <p>Include name of officer in first column.</p> <p>If there is no officer report being presented then please write N/A.</p>

<p>Reeve Julie Willis</p>	<p>Xero reports tabled at meeting ? YES via Dropbox</p> <p>Bank balance \$5,310.63 at 08/05/2016</p> <p>Expenditure since last meeting tabled at this meeting. To be included/ratified at July meeting</p> <p>Ratified by two officers:</p> <p>1. _____</p> <p>2. _____</p>	
<p>Arts and Sciences Joy Walker</p>	<p>* There is not a lot to report. No one went to A&S on the second Sunday in June (It was a public holiday and several events were on in neighbouring Baronies).</p> <p>* Suggestion for A&S at our Scottish themed tourney and feast: that we all bring any Celtic themed A&S to display for newcomers to browse and get an idea of the kinds of crafts we/they can do. All agreed.</p>	
<p>Marshall Scott Murrowood (Acting on behalf of Paul Willis who was unable to Skype in)</p>	<p>* Wagga training: there were 6 heavy fighters and 5 fencers (some fought both styles). Two newcomers who were very keen. (7 members and 4 non-members present). No injuries.</p> <p>* Wodonga training: cancelled due to rainy weather.</p> <p>* News just in: Scott Murrowood's authorisation card has been returned and includes his Marshal's authorisation.</p>	
<p>Herald Tracey Sawyer (Acting)</p>	<p>* Consulted by one of our newer members, Deborah Saunders, regarding her name and device. Her device has been conflict checked by me and by Elmet Herald (East Kingdom) via the SCA Heralds Facebook page. The second device chosen is currently clear of conflict and Deborah has been advised to get the paperwork in as soon as possible.</p> <p>* A second newer member, Deborah Lambert, has also consulted me regarding name and device. Research is underway.</p>	
<p>Constable</p>	<p>N/A</p>	
<p>Hospitaller</p>	<p>No officer, however Joy Walker volunteered to write up a press release to send to ABC radio and Border Mail prior to the June Scottish themed tourney and feast (as bash fell on Scottish Heritage Week).</p> <p>See Correspondence Out</p>	
<p>Webwright Kimberley Beattie</p>	<p>* Webwright has started a Flickr group which is 'invitation only' for Bordescros members to post photographs online. If members do not have direct access to Flickr they can send their photographs to the Webwright's section of Dropbox and she will upload them. A few rules:</p> <ol style="list-style-type: none"> 1. They must be the member's own pictures 2. They must be SCA related 3. No pictures of children are to be posted 4. No obscene or offensive pictures to be posted 	

	<p>* Changes have been made to the website: A new front page with less information has been added and the previous front page has now been called 'About' and has all the detail about SCA, Lochac and the Shire's history.</p> <p>* Last meeting a suggestion was made about having a graphic calendar rather than a table listing events, so people can see at a glance when events are on. This is in the process of being set up, it will mean we have our own YouTube channel and so can post videos. We might think about A&S/fighting videos we may want to shoot and include.</p> <p>* Other minor changes will be included in the report on Dropbox.</p>	
Chronicler	N/A	
Chirurgion	N/A	
Officer Appointments and Vacancies	<p>Appointments:</p> <p>Vacancies: Constable; Herald; Hospitaller; Chronicler; Chirurgion</p> <p>Scott Bulters, Scott Murrowood & Tracey Sawyer who have all expressed interest in taking on offices please put your applications in asap.</p> <p>Soon to be vacant:</p> <p>Seneschal: October</p> <p>Reeve: July</p>	<p>List any changes to group officers. If any new officers are being appointed please ensure that kingdom procedure is followed</p>
Events Held		
	Name of Event	May Tourney and Feast (3 rd Saturday)
	Steward Name	Tamsin Walle (Seneschal)
	Event Report	Unthemed
	Financial issues:	
	Financial Profit or loss \$	\$
	<i>Ratification of expenses tabled in event report:</i>	
	Motion to accept by	
	Seconded by	
	Carried?	YES / NO
	Was a Petty Cash Float provided?	YES / NO
	All receipts banked?	YES / NO
	Attendance level _____ members _____ non-members	
	Event issues and successes:	
	Name of Event	Arts & Sciences (June 2 nd Sunday – long weekend)
	Steward Name	Tracey Sawyer
	Event Report	No one came
	Financial issues: N/A	
	Financial Profit or loss \$	\$
	<i>Ratification of expenses tabled in event report:</i>	
	Motion to accept by	
	Seconded by	
	Carried?	YES / NO
	Was a Petty Cash Float provided?	YES / NO
	All receipts banked?	YES / NO

	Attendance level _____ members _____ non-members		
	Event issues and successes: Held at Tracey Sawyer's home rather than the hall, so no cost and therefore no financial loss.		
Name of Event	Arts & Sciences (May 4 th Sunday)		<i>Details on events run since last meeting:</i>
Steward Name	Tracey Sawyer		
Event Report	May 4 th Sunday: fell on the day after bash which was the 3 rd Saturday, as the month started on Sunday, so one member stayed over night to attend and two others came as well.		
Financial issues:			
Financial Profit or loss			
<i>Ratification of expenses tabled in event report:</i>			
Motion to accept by	Tracey Sawyer		
Seconded by			
Carried?		YES / NO	
Was a Petty Cash Float provided?		NO	
All receipts banked?		NO	
Attendance level ____3____ members ____1____ non-members			
	Event issues and successes: Held at Tracey Sawyer's home, so no cost. Four people present so four gold coin donations and one of those people was a non-member so paid \$5 insurance as well.		
Upcoming Events			
Name of Event	Border War XIX		
Steward	Tracey Sawyer volunteered		
Has budget been submitted and approved?		Not yet	
Planning issues discussed in meeting: Tracey to get a written application in ASAP with planning/theme, as advertising etcetera needs to start by August at the latest.			
Timetable for upcoming events:			
	June Tourney & Feast	18 June 2016	Celtic theme
	July Tourney & Feast	16 July 2016	
	August Tourney & Feast	20 August 2016	
	September Tourney & Feast	17 September 2016	
	October Tourney & Feast	15 October 2016	
	November Tourney & Feast	19 November 2016	
	December Tourney & Feast	17 December 2016	Yule/MidSummer?
	January Tourney & Feast	21 January 2016	
	February Tourney & Feast	18 February 2016	Border War Prep
	Border War	24 – 26 February 2016	
Other business arising			
Loch Corbie (Wagga Wagga) report	* Funding application has been put in, so now waiting for a result. * Paul Willis will follow up potential interest: he has already had a meeting with the two new members, Helen and Daryl, who came to fighter practise. He has also		

	regularly been chatting online via Facebook with Andrew (interested in rapier).	
	* The new King and Queen are from Stormhold. Joy Walker suggested that we invite them to one of our bashes so that new locals have a chance to see some pageantry.	
	Tamsin Walle, Seneschal, has recommended that we all wayfare as much as we can, as it is so good for our enthusiasm levels.	
	Some local members have put an Expression of Interest to the Council regarding use of Turk's Head Hotel as a business premises. If they are successful they would like to make the venue available to the Shire for events. More details to follow when they hear back from the Council.	
	Group armour now held: Wagga – 3 full kits Albury – 2 full kits and a third kit being made. 2 basket hilts have been donated. Paul and Scott M. to make up a full list of all group armour to add to the Group Asset List. Scott Murrowood would like to get a female box to keep with the group armour, they cost around \$50 each. After discussion, it was decided to get two female groin protectors, one for each group.	
	Motion to accept by	Tamsin Walle
	Seconded by	Joy Walker
	Carried?	YES
	Meetings: Sunday is not suitable for everybody. Is there a better time? To be considered and discussed next meeting	

With no further business the meeting was declared closed at 8:27 pm

Signed as a true and correct record of the meeting:

Chairperson

Date

Minutes published on:	Website:	Newsletter:
	Facebook:	Other : Dropbox
Minutes ratified at following meeting	Signature:	
	Date:	

Note: Action Items list on next page:

Action Items Arising from Meeting

Action	To be completed by:	Expected Completion Date	For Chair at next meeting	
			Was Action Completed?	If not, why?
Reports to be posted to Dropbox	Reeve Webwright Minutes		YES / NO	
New Reeve application to be sent in	Scott Bulters	asap	YES / NO	
New Herald application to be sent in	Tracey Sawyer	asap	YES / NO	
New Constable application to be sent in	Scott Murrowood	asap	YES / NO	
Border War XIX Steward application to be sent in	Tracey Sawyer	By July meeting	YES / NO	
Follow up interest from newcomers	Seneschal – Tamsin Walle (Albury) Deputy Seneschal – Paul Willis (Wagga)		YES / NO	
Invite new K&Q to a bash	Seneschal – Tamsin Walle		YES / NO	
Stocktake Group Armour	Paul Willis (Wagga) Scott Murrowood (Albury)		YES / NO	
Purchase 2 female groin protectors	Scott Murrowood		YES / NO	