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| --- | --- | --- | --- | --- | --- |
| Date of Meeting: | 2021-01-16 | Start Time: | 10:00 AST | End Time: | 11:40 AST |
| Location: | Skype/Telecon | | | | |
| Meeting Chair: | S. Colin | Meeting Scribe: | S. Colin |  |  |

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| Prepared By: | Barony of Ruantallan  In the Kingdom of the East |

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1. Meeting Objective(s)

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| TLI | Objective or Purpose | Desired Outcome |
|  | Quarterly meeting 1st | Carry out Quarterly meeting |

* 1. Attendees

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TLI | Name | Position | Initials | Attended? |
|  | Perceval Gower | Baron | PG | yes |
|  | Admiranda Gower | Baroness | AG | yes |
|  | Spurius Genucius Rutilus | Seneschal | SGR | yes |
|  | Elizabeth Darnley | Exchequer | ED | yes |
|  | Conn mac Branain | Herald | CMB | yes |
|  | Ciorstaidh Twygge | Arts and Science | CT | no |
|  | Maired Drake | Knight Marshall | MD | no |
|  | Oswald | Chatelaine | Os | yes |
|  | Asleif Gylfisdottir | Chronicler | AsGy | yes |
|  | Mawdlyn Atwater | MOL | MA | yes |
|  | Esperanza de Cordoba | Webminister/ Seneshal Seashire | EC | yes |
|  | Camilla di Bruno | Seneshal Ynys I gwain | CdB | no |
|  | Pypa Ravenild | Seneshal Distant Shores | PR | no |
|  | Zioccomo Foscari | Seneshal Stronghold of Ravensdale | ZF | no |
|  | Gaston LeCordier |  | GL | no |
|  | Aveline d’Amiens |  | Ad | yes |

1. Agenda Items

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| --- | --- | --- | --- |
| TLI | Item | Lead | Time |
| 1 | Reading of previous minutes | Seneschal | – |
| 2 | Reading of reports. (See Section 3) | All | – |
| 3 | Old Business (See Section 4) | **All** | – |
| 4 | New Business including elections (See Section 4) | **All** | – |
| 6 | Date of next meeting | **All** | – |

* 1. Acceptance of Agenda

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| 1 | Motion to accept agenda as read | Esperanza de Cordoba |
| 2 | Seconded by | Elizabeth Darnley |
|  | Motion Pass/Fail | pass |

1. Record of Reports

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| TLI | Officer of the Court | Report |
| 1 | Baron and Baroness Report | We received the second box of toys for tygers, delivering some by hand and mailed off the rest through Canada  post.  We wrapped up the Truro Victoria Park fight practice in Oct, as it got dark earlier.  On Dec 12 th we held a virtual ethereal gathering on google meets where we had about 40 participants who  engaged in story telling and song.  Our next virtual gathering will be a Janus gathering, planned for the 23 rd of January with a cook your own feast,  (menu organized by Dame Sarra), trivia, story telling, song and show and tell.  We plan to hold a virtual craft night on Sunday Feb 28 th from 6-8 |
| 2 | Chatelaine Report | -Give the approximate number of contacts or newcomers during this reporting period. Describe how these contacts came to you (email, in person, demo, etc.)?  A few contacts by email, however lacking a current spot none have come out.  -List the specific activities (classes, get-togethers, socials, etc.) targeted to newcomers and/or activities that newcomers attended.  No official practices with moratorium  -List general group activities that newcomers could also attend (in absence of the above).  See above  -Did the Group / Branch hold any demos during this reporting period?  no  -Describe the status of the Group / Branch Gold Key.  in good condition last check prior to lockdowns  -Describe problems or concerns.  none at the moment  -Describe future plans.  This will be my last report as chatelaine. There will be a new Chatelaine taking over, and it has been my pleasure to serve.  -Year-end summary (only applicable for the year-end, December 1st report).  Overall the regulars who have been showing up in this calendar year have been consistent in their attendance though this largely is the martial side. From that population there has been no notable drop. The Barony fielded an extended period in the summer for classes but has since ceased as access to technology has been difficult. |
| 3 | Chancellor of the Exchequer | Mistress Bess (Sarah Paterson) took over as Exchequer after the last report files in October 2020.  I have been slow to get the signing anuthority turned over, and for that I apologize, but once I got the ball rolling, it is now stuck on the Kingdom Exchequer (KE) ’s desk as he has not decided who will be our “Kingdom Rep” on the account; our Tir Mara Exchequer lives in Ruantallan, and is thus disqualified. Until the KE decides who will be that person, the form clearing the signing authorities (that comes from Corporate directly to the Bank) has not been forwarded to Corporate for this to happen.  However the bank also requires a letter “on SCA Letterhead” with Wendy and Teresa’s signatures allowing the change-over to happen as well. I have ask Stephane to request those letters.  Once this happens it will be a simple process for both Stephane and myself to go into our closest branch of RBC with two pieces of ID to get on the account.  Sarah Paterson / Bess Darnley - 06/01/2021  Post Meeting addition  Hi,  Since I haven't heard anything and I am still getting the bank statements, I figured I should send you the balances. If you already have them (Does this mean that you are able to access the account online?) and have mastered the report form without my assistance (my apologies, things with my mother have taken my entire focus) then Yay!!. If not, let me know a day that works for you and we can either do Facetime or try Zoom and I will walk you through the report. The study guide I gave you at the meeting is actually good except that we put the NMS in a different location now, which you could see in the previous reports.  Anyway, the bank account has $9040.81. Ruantallan has $7334.52, cooks guild: $240.62; Royal Travel Fund: $789.16 and Ravensdale possesses $676.51.  If you have online access now, one of the charges should stop ($4.50 for paper statement with images). It would also be appreciated if my address was removed from the file.  I will be in Dartmouth either Saturday or Sunday and will make a point to drop the cheque book and miscellany off at Spurius and Isolde's place.  Tyffayne |
| 4 | Herald | Baronial Herald Report – Q1 2021 (Reporting period Nov 2020 – Jan 2021)  1) Office transition mostly complete. Some outstanding issues with previous office email transfer – next steps known and will be following up with Baronial Webminister  2) Current Iceberg badge conflicts with previously registered armoury and we have been unsuccessful in contacting the owner for a Permission to Conflict. Main focus for Q2 will be to start the submissions process for registering the new Iceberg badge. |
| 5 | Arts and Sciences | MoAS Q1 report Jan 2021  Ciorstaidh Twygge  Aka Sarah West  Attended a zoom meeting with the rest of the Minister's of Arts and Sciences in the East Kingdom. Things learned at the meeting -   * People are very burned out because of covid/working from home. They do not want to be online after work. Many were very upset at the meeting because they have lost people to Covid. The populace is not interested in much interaction because of being burned out. * Some places are doing interesting things like cooking together over zoom or everyone makes a dish and shares about it. * There are some events happening online but people are struggling to make them interesting. * This type of meeting may become more regular. * Kingdom is looking for artisans willing to run online classes.   The Baron and Baroness hosted a bardic night and will be doing another this month.  Seashire is doing an A&S challenge/competition. Not sure yet of the participation.  I have fwd’d anything coming from Kingdom to the email list and facebook page. |
| 6 | Knight Marshall | No report submitted |
| 7 | Chronicler | Chroniclers Report Jan 2021  Last newsletter was sent out in October, new one to be sent out in a week.  Deputy Chronicler is Awesome!  Forgot about online events if someone could send me a short report on that to include in newsletter and I will look on facebook to find info for event coming up Jan 23rd |
| 8 | Minister of the List | Jan 2021 MOL Report  No reply to email inquiry. Unfortunately, I've not been in a mental state to further pursue the matter. I haven't been too concerned due to the lack of fighting, but realize I need to follow up and make progress. |
| 9 | Web Minister | Ruantallan Baronial Curia Report for January 1 2020  -created a document on how to set up email signature for curia members  -set up new baronial herald, exchequer, and seneschal email  -update officers page with new members.  -sent requests for email copies for old curia account holders to new account holders  -aided their excellencies in an online gathering of song, story, and verse  Nothing else to report |
| 10 | Seneshal Seashire | Report by Esperanza De Cordoba  General Summary: Curia is quiet other than a change of ranks. We have a New Seneschal (myself), a new Chatelaine (Lord Hugh), and a new MoAS (Lady Frieda). I have spent time reading the rules and handbooks and in a meeting we discussed how to promote engagement and retention during the pandemic. We came uo with ideas for an online competition, a whos-who on the website, and fb canton history posts. Lady Uaine sent a letter indicating that due to personal reasons she needs to step down as exchequer once she submits the year end report. I emailed Tir Mara Seneschal and Exchequer to request advice as I do not have bank access. Current Membership as of December: 37  Request for Kingdom Seneschal Action: We need guidance on bank access as I do not have access and we no longer have an exchequer. |
| 11 | Seneshal Ynys I gwain | Report by Camilla di Bruno  Both A&S and Recruiting have been dormant for this quarter.  Our bank balance as of Nov 30: $3,862.68  At this point, our officers consist of me as Seneschal, Lord Thorgar as Knight Marshal for  the Canton, and Hilevi as the Exchequer, also Onora Glencairn has come forth to take  on the A&S position. My term is up at the end of December. I did put another call out to  the populace email list and the Facebook page looking for officer candidates, but no  one has stepped forward or is interested, we are going to have to look at options for the  Canton. \*\*\*My warrant expires tonight and the canton has no Seneschal unless  someone steps up immediately. Recommendations?\*\*\* |
| 12 | Seneshal Distant Shore | Pending |
| 13 | Seneshal Stronghold of Ravensdale | Report by Ziaccomo Foscari  Nothing to report. No gatherings, no activity. |
| 14 | Seneshal Barony of Ruantallan | There are 67 paid members a (down from 11 last report) and about 110 non-paid members in the Barony. All the Cantons are quiet but doing well. Our Bank balance as of Sep 3, 2020 is $9357.31 total. Ruantallan = $7651.02. We are holding $240.62 is for cook’s guild; $789.16 is royal travel fund & $676.51 for the incipient Stronghold of Ravensdale. There were no events, demos or meetings due to Covid-19. Upcoming events: all events have been cancelled till May 2021. Biggest issue is the report from the Canton of Ynys Y Gwaun which indicates that as of midnight 31 Dec 2020 the Canton is without a warranted Seneschal. We will be looking at options with the Canton as to a way ahead and will report as things develop. Members have been taking advantage of online EK and SCA events. There have been many different things offered around the Known World. This is my first report as seneschal having taking the role on the 4th of October. I would like to also welcome Mistress Elizabeth Darnley and Lord Conn mac Branain to the Curia. I want to thank Mistress Briana Douglase for all of her hard work over the last 4 years. She has and continues to show dedication to the Barony and the East Kingdom. |

* 1. Acceptance of Reports as entered

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| 1 | Motion to accept reports as entered | Elizabeth Darnley |
| 2 | Seconded by | Asleif Gylfisdottir |
|  | Motion Pass/Fail | pass |

* 1. Date and Location of Next Meeting

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| --- | --- |
| Date: | 2021-04-17 |
| Location: | 10 am online |

1. Old and New Busines

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| --- | --- | --- | --- |
| Old Business | | | |
| Action Item | Description | Resolution/Update | Status |
| AI-001 | Coronets | -no correspondence for a while. Emailed a couple of days ago. (4 Oct 2020)  -A quick update on the coronets.  I have finished the layout process for three sizes. 22.5in id, 23.5in id, 24.5inches inside diameter.  And am working on the respective panels.  These are the two Ids from the current coronets and the smaller size(22.5 id) to fit one of our current Baronial heads. the other one requires a 23.5id  So what I would need is a decision on the other three sizes, wether different from the above, like 23, 24, 25, the same or a mix.  I would also need a good picture of the baronial arms for the front heraldry piece.  Cheers, Sarah/Cornelia (16 Jan 2021)  Exchequer (ED) explained what kind of panels are being requested and how they are used  Motion was made to allow Lady Cornelia as the artisan to complete her own research and to create the panels as she sees best  Motion by Mistress Elizabeth Darnley and seconded by Esperanza de Cordoba  Motion Passed | Ongoing |
| AI-002 | Temporary restraint | -no news (4 Oct 2020)  -no update at of (16 Jan 2021) | Ongoing |
| AI-003 | Doomsday Book | -Almost Done (4 Oct 2020)  Lady Theresa (former exchequer)  Sitting in a box Seneschal to reach out to her and get further information to report back to Curia | Ongoing |
| AI-004 | Pronouns for website | -Esperanza will work on (4 Oct 2020)  All pronouns were completed as needed on the website any further changes will require email to web minister (EC) | Close |
| AI-005 | LORDA | -cheque still has not been cashed. Probably stale dating very soon. Will look into. Lady Pypa has contact info. Will reissue cheque once receive contact info.(4 Oct 2020)  No update ongoing. Cheque is stale. Exchequer (ED) to contact Pypa Ravenild for info  Post Meeting Update  Exchequer contacted Pypa Ravenild and confirms that the cheque to LORDA was hand delivered and is accounted for in the exchequer’s accounts | Ongoing |
| AI-006 | Election Herald | -Lord Conn elected (4 Oct 2020) | Close |
| AI-007 | Election Exchequer | -Mistress Bess elected (4 Oct 2020) | Close |
| AI-008 | Election Seneschal | -Sir Spurius elected (4 Oct 2020) | Close |
| New Business | | | |
| AI-009 | Back Card | -Exchequre (ED) to present bank card suggestion  Exchequer (ED) to contact bank to gather information on the uses and limitations of a client card   * What will the client card allow access to? * Can the card be setup to ensure that funds are not available using the client card only? (must have two signatories for retrieval of funds) * Will there be an increase or reduction in bank fees for using the card? | Ongoing |
| AI-010 | Election of Chatelaine | -Lady Aveline d’Amiens has submitted her name for consideration  -Elected to position unanimously | Close |
| AI-011 | Election of Knight Marshal | -Lord Gaston Le’Cordiet has submitted his name for consideration  - Elected to position unanimously | Close |
| AI-012 | Bank Signatories | Exchequer (ED) to coordinate with support of Barron to create proper letterhead to begin bank process of removing old signatories and to add new signatories as required for Barony | Ongoing |
| AI-013 | Ynys I gwain (cuaria positions) | Barronial Seneschal (SC) to coordinate with (Old Seneschal Ynys I gwain) to plan way forward for the Canton to find and elect positions as needed to meet criteria for solvency or if it should go dormant at present  \*MUST BE ADDRESSED ASAP” | Ongoing |
| AI-014 | Ethereal events for Barony | Web minister (EC) to gather information including but not limited to social media policy, wavers for recording and posting of ethereal events and any other required information. https://webminister.eastkingdom.org/ethereal-ek-resources/holding-an-online-event/ | Ongoing |

1. Any Files attached to these minutes

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| TLI | Attachment Title | File Format/Details |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |

6.0 Adjournment of Meeting

There being no further business I hereby close this meeting