**Agenda**

**Business Meeting of the Barony of Aquaterra**

**held May 31st 2022**

**Location: Senor Sergio’s Mexican Grill, 4305 Rucker Ave., Everett, WA. 98203**

**Words from the Coronets**: Baron Geirleikr and Baroness Zahra – event season is picking up.

Progress:

6/11 Wyewood Day of Archery

6/17-19 – daytripping 7/18; we have teamed up w BaO. There will be a Toga Party

7/9 Athaneum Madrone

7/15 Coronation – tent dimensions NO LATER than 6/24 \*Camp kitchen to use -b

8/6 Champions

8/25-8/27 Autumn War (Currently siding w/ BaO) – open to other offers

9/1-5 Crown

**Guests**

**Officer Reports**:

* ***Seneschal*** : Maighster Conal MacLaren
* ***Contingent Deputy Seneschal*** : HL Jade Redstone

Review of last meeting:

* Officer Reports
* Banner War was awarded to Lady Esma Isma
* AQ Champions was awarded to Lady Sophia Aland and Lady Amnara the Savage

Next month’s meeting: June 28th, 2022

* Open or Available Officer positions include:
* Games Minister
* Gorges Herald
* Webminister – temporarily filled by Excellency Zhara
* Social Media Officer – temporarily filled by Excellency Zhara
* Minister of Horse (a deputy of the Master of Stables, currently accepting applications)
* Family Activities Coordinator (currently accepting applications)
* Youth Armored Combat Warden (a deputy of the Master of Stables, currently accepting applications)
* Reservations (a deputy of the Exchequer, currently accepting applications)
* ***Master of Stables:***  Lord Gunnarr Torfason – fun at May Crown. Lots of good practices, things are picking up. We’re a “spot” now.
* *Warlord:* HL Loftr Jolgeirsson 2 practices
* *Master of Sword:*  Don Dyryke Stanley
* *Chief Archer:*  Lord Criostal Sealgaire No practices/events to report. Working on rebuilding the range to restart practices. Needs more advance notice of interest for practices. Checking on official archery presence for Wyewood.
* *Minister of Thrown Weapons:*  Lady Sophia Aland – need more bales. Should be ready shortly.
* *Minister of Lists:*  HL Elizabeth Pendarvis – Nothing to report. Will be out of action for personal reasons.
* ***Gorges Herald:*** Lord Biorn Atlason Nothing reported. Herald Meeting from Crown: working towards digital submission w/ payments. Finalizing policies.

Gorges Herald is looking for a replacement.

* *Scribe:* Magistra Adrianna the Fierce Nothing to report.
* ***Minister of Arts & Sciences:*** HL Katarzyna Miloshawa Stepping down HL Katherine is stepping up.

Every first Sunday of the month has been an A &S get together. Classes on deck: Mead, costuming & embroidery, potentially wood carving.

* *Games Minister:* Lady Eibhlin inghean Sheain Nothing to report. Looking for a Games Championship in August. Volunteering for games A & S meeting.

Games Minister is looking for a replacement.

* *Costumers Guild:* Baroness Lorenzia di Simonetti – nothing to report

***Dance Minister****:* HL Soelig The “Big Dance Practice” announced last month took place April 30th; successful, intense, will be trying to do more, probably 3x per year. Next one is planned for August, date to be determined.

Next regular dance practice at Master Trahaearn’s in Kirkland will be this Thursday, June 2nd.

* *Family Activities Coordinator: position open*
* ***Chatelaine:*** Lady Dzovinar “Dzo Vee Nar” – Nothing to report. Has been ill this month.
* *Gold Key:* Lady Dzovinar would like help with Gold Key transport to Events.
* ***Exchequer:***  HL Halawa al-Waddi
* Checking $32,786.80
* Saving  $26,399.77
* Wrote check $500 to Masonic Park for Banner War site deposit
* Financial meeting after last business meeting gave bid Banner war to Whitney
* Champions to Rachel
* Samara new pop rep
* *Contingency:* HL Eion Mac an Saoir
* *Chamberlain:* Lady Camilla Valerian everything is accounted for next Event. We need to work on signs and re-evaluate the contents.
* ***Chronicler:*** HL Landinn de Marest

*Grete Boke:*  HL Michelino di Gino Martini Nothing to report other than lots of tiki leftovers

*Web Minister: Open - Temporarily held by Baroness Zahra* Website is up to date – please alert her if anything needs to be updated please let her know.

*Social Media: Open* - Temporarily held by Baroness Zahra - Latest activity on the Populace page? Sharing info as it comes across.

***Canton of Bearwood – 2 yr Suspension as of 3-14-2021*** – No change in the status of the Canton of Bearwood. As always, if interested in re-establishing the Canton, please speak with myself and Their Excellencies to arrange a time in which we meet and speak about the matters to resolve the suspension and what will be required.

**Event Reports**

* Boars Hunt Ethereal Court 2022: 5/28/2022 – Cancelled
* AQ Champions 2022: **8/6/2022** – Lady Sophia Aland and Lady Amnara the Savage – Location: Begin Properties, Mt Vernon Has the school’s permission to use the parking lot. We may need a work party day. Want a bardic circle, maybe a High Tea. Still in planning stages. .
* Banner War 2022: 9/9 – 11/2022 – Lady Esma Isma – Location: Masonic Family Park
* Isma We are on track for activities. Gremlins are working on tokens.
* An Tir Kingdom Collegium 11/11 – 13/2022 – HL Jade & HL Samira – Delta Marriott Everett
* 6 tracks: will be going on the website soon.
* Good Yule 2022: 12/3/2022 – Open for bids – Location: Stilliguamish Grange, Camano Island
* Bid in progress -
* Ursulmas 2023: 1/27 – 29/2023 – Open for bids – Location: Evergreen Fairgrounds Monroe
* Looking for bids. There is a team in place.

**New Business:**

**Announcements:**

- As of May 2022, there are new changes to An Tir Kingdom Law. Changes are available on the An Tir Kingdom Announcements web page.

Some changes of note that may affect the populace are:

* Definitions for awards such as the Sanguine Thorn, Griffe et du Leon, L’Esperpon Et Du Leon, and Sable Pheon.
* New Statement added to Article V Events paragraph 10: “All merchants in the Kingdom of An Tir shall abide by the current Kingdom Merchant Policy.”

Entirety of the new Kingdom Merchant Policy:

This policy was announced at May Crown and incorporated into Kingdom Law.

Q: Is the $25.00 on top of event fees?

A: Yes.

Q: Is this for local events?

A: This is for Kingdom and Crown events. A local branch may use it as a template.

Q: Why a merchant policy?

A: The Kingdom saw a need to help serve the Event Stewards of the Kingdom in working with merchants.

Q: Why isn’t AnTir/West War included?

A: AnTir/West is an extremely expensive event to run. It also has it’s own Financial Policy approved by the Board.

Any other questions please reach out directly to the Kingdom Seneschal. This is a living document and will be modified as needed. The hope is to build a standard merchant registration form for the Kingdom to use in the future.

* Attia Prima, OP  
  Kingdom Seneschal, AnTir
* gro.ritna@lahcsenes

**Merchant Policy – AnTir Kingdom/Crown Events**

Merchants are a time honored tradition at events both large and small, but as sites get more expensive and more restrictive in the allowed activities, it is important to outline Kingdom Policy in regards to merchant activities at events.  Kingdom/Crown level events are increasingly popular for merchants as they have the greatest opportunity and attendance for the merchants.  Event Stewards and merchants all need to have an awareness of the balance in an event for merchants to be profitable, while not impacting the overall event functionality.

**Event Steward Responsibilities:**

* Create Merchant Application Packet
* Create Merchant Agreement (with specific site provisions, if needed)
* Delegate Merchant Coordinator
* Ensure site has space for merchant activities
* Be the second level contact in any grievance
* Determine if merchant jurying will be part of the process for your event and what purpose the jurying supports for the event.

  Examples of jurying purposes:

* Event site limitations that could affect merchant activities.  For example: noise constraints affecting blacksmithing, fire constraints affecting food merchants, rules/regulations preventing display or sale of items (crossbows, etc.)
* Selecting only merchants with period wares or period booths
* Selecting merchants who support the theme of the event (a particular era, region or activity)
* Publish in all applicable venues information regarding merchants including not limited to:
  + Event Steward contact information and response expectations
  + Merchant Coordinator contact information and response expectations
  + Applicable application dates
  + Site restrictions in regards to merchant activities (I.e. for example, No food/beverage merchants, availability of electrical drops, Wi-Fi access etc.)
* Fees and special arrangements specifically for merchants
* Jurying guidelines, if applicable
* Provide a section in the Event Report that includes merchant activities
* If more merchants apply to an event than the capacity of the event can accommodate, the event steward is the arbiter of which merchants will attend.  This selection can be through first-come/ first-serve, lottery or other method at the discretion of the event steward.

**Merchant Coordinator Responsibilities:**

* Receive merchant application packets
  + Confirm fees paid are correct
  + Confirm application is complete
* Jury potential merchants, if applicable
* Promptly confirm application receipt to merchants
* Promptly confirm jurying decisions and space reservations with merchants
* Notify all merchants whether they’ll be able to merchant at the event or not.  Accepted/juried merchants will be sent a notification to pay the merchant pre-registration fee via PayPal
* Consistently and timely respond to all merchant inquiries.
* Work with Exchequer to promptly refund any necessary fees
* Keep all application packets on file, and provide copies to the Event Steward
* Set up and map merchant space, communicate set up to Event Steward and merchants
* Be the first contact for any grievance
* Communicate all disputes and resolutions to Event Steward promptly.
* Provide the Event Steward with a written report of merchant activities as soon as possible post event.

**Merchant Responsibilities:**

* Fill out the online merchant form published by the Event Steward
* Comply with all conditions outlined in application
* Pay applicable fees.
  + *Standard Kingdom fee for merchanting: $25*
  + *Events like AnTir West War with significantly higher costs will determine their fee as appropriate to the event budget*
* Comply with published dates for application deadlines
* Read entire application contact the Merchant Coordinator with any questions

With regard to issue and/or dispute resolution, communicate first with the Merchant Coordinator.  If the Merchant Coordinator has not responded after 48 to 72 hours beyond the published expected response time, you may then contact the Event Steward.

* Follow the communication and mediation procedure outlined in the Merchant Policy (below)
* Load in and load out are the sole responsibility of the merchant and must be done within the published times of the event.
* Arrive on site no earlier than posted gate opening time for merchants published for the event
* Be off site no later than the posted end time published for the event.
* Decisions on merchant jurying are the purview of the Event Steward and Merchant Coordinator and are only subject to appeal before the application deadline.
* Awarded merchant space is non-transferable and cannot be shared with any other merchant.

**Communication, Dispute Resolution and Mediation**

* Any jurying decisions are only appealable before the application deadline.
* Any disputes must be first addressed to the Merchant Coordinator.
* If the issue is not resolve the Merchant Coordinator, an appeal may be made to the Event Steward’s decision is final and must be complied with  at the Event.
* If there is a continuing dispute regarding decisions made by the Event Steward at the Event, the Kingdom Events Deputy should be consulted after the conclusion of the Event.
* Article V.B Crown and Kingdom Events paragraph 9(a): for Crown and Kingdom events, the minimum adult site fee is $25 or minimum $15 for a day fee unless a variance is granted by Kingdom Financial Committee.x
* Article VI.A Subordinate Groups paragraph 3(h)(17) now reads: “At the end of three years, the Baronial Coronet may choose to step down or announce their intent to serve an additional year subject to the Crown’s prior approval. At the end of four years, if the Baronial Coronet wishes to continue to serve an additional two years, an opinion poll shall be performed to evaluate the relationship between the Baronial Coronets and their populace. The results will be referred to the Crown and Kingdom Seneschal for review. The Crown shall determine whether or not to allow the current Coronet to serve an additional two-year term.”
* Article VIII.A Conduct of Persons in An Tir paragraph 7(a)(b)(c)(d)(e)(f)(g) now reads:

1. “At events in which youth participate in any way all minors, as defined by their jurisdiction, must have a legally responsible adult present at events. Legally responsible meaning the parent, legal guardian, or an authorized appointed guardian (appointed by the parent or legal guardian) of the child who is in possession of a properly executed “Medical Authorization Form for Minors”, signed by the parent or legal guardian. This Medical Authorization Form must designate an adult present at the event or activity as able to authorize medical treatment in the case of emergency.
2. No policy, rule, or law relieves parents or designated adults of their primary responsibility for the welfare and behavior of their children at events and activities. It is the responsibility of the adult who brings the minor to an event to ensure that the minor is safe and not in danger.
3. Family Activities Coordinators (and if applicable YAFA Administrators) – deputies who ultimately report to the Kingdom Seneschal – must be warranted and have a current SCA membership and an approved, current and valid background check.
4. All official or published SCA Youth Activities must have one background checked adult member who acts as the official “coordinator” for all SCA Youth Activities. For example, if there are 10 youth A&S classes each in their own separate classroom, each classroom needs to follow the “two-deep rule,” but only one overall youth “coordinator” responsible for all activity in all classrooms is needed. There are many activities of the SCA where informal instruction (mentoring) occurs that are open to attendance by minors, but do not constitute dedicated and/or published SCA Youth Activities. They are known by many names (e.g., Practices, Meetings, Guilds, and Workshops). A minor’s attendance at an adult A&S class does not mean that class becomes an SCA Youth Activity simply because a youth is in attendance.
5. The “two-deep” rule specifies that a minimum of two adults (at or above the age of legal majority in the state, province, or country in which the activity occurs) unrelated to one another by blood, marriage, or personal relationship must be present. One of these two adults may also be acting as the official coordinator for the Youth Activities going on. The activity must stop if that number falls below the required two adults.
6. A responsible adult must be present with children 12 and under who are participating in any scheduled or advertised activity at an SCA event. This includes classes, workshops, demonstrations, or marshal activities regardless of whether they are Youth oriented or not.
7. All parents of minors engaged in any marshal activities, even if they are not specifically youth (i.e. not Youth Combat) activities, must always follow “Parental Responsibilities as listed in the Youth Combat Handbook” in accordance with the respective martial activity.

* Article VIII.B Grievance Procedure has been removed in its entirety.
* Article VIII.D Courts of Inquiry and Courts of Chivalry has been removed in its entirety.

Thus ends