



## MINUTES

OF THE **CANTON OF DRAGON'S BAY COUNCIL** HELD IN THE **TUART LAKES CLUBROOM**, TUART LAKES LIFESTYLE VILLAGE, 831 MANDURAH ROAD, BALDIVIS ON **SUNDAY, 15 NOVEMBER 2019** COMMENCING AT **12:00PM**

<i>Name - Officer Position</i>	<i>Attend</i>	<i>Apology</i>	<i>DNA</i>
Devine Winter - Seneschal (Chair)	✓		
Avalon of the Isle - Deputy Seneschal; Chatelaine	✓		
Bethra de la Sentiero - Deputy Seneschal of Inclusivity and Diversity		✓	
Sarah of Dragons Bay - Reeve	✓		
Blackglove - Herald	✓		
Galen Wulfric - Knight Marshal			✓
Skjaldadís Bragadottir - Arts & Sciences Officer			✓
Gumuuinus de Eggafridicapella - Communications Officer	✓		
Andy of Dragons Bay - Captain of Archers	✓		
Sláine inghean Uí Ruadháin - List Keeper & Deputy A&S Officer			✓
Liduina de Kasteelen van Valkenburg - Group Constable		✓	
Sorcha ingean Uí Bhradagáin - Chirurgeon	✓		
Kat of Vargahold- Youth Officer	✓		

For details of membership on this Council, please refer to the Society for Creative Anachronism 'Organizational Handbook' – <https://www.sca.org/docs/pdf/govdocs.pdf>

Minutes by Gumuuinus de Eggafridicapella - "Under the rule of women entirely great, the pen is mightier than the sword."

**IN ATTENDANCE:**

Elizabeth Rowe  
Agonistino Tamburri  
Nathan of Dragons Bay  
Little Spoon

**APOLOGIES:**

Bethra de la Sentiero  
Liduina de Kasteelen van Valkenburg

## 1. APOLOGIES AND LEAVE OF ABSENCE

Apologies as noted above.

Skjaldadís Bragadottir is absent from 25 September to an unknown date.

## 2. CONFIRMATION OF MINUTES

Recommend:

**Minutes of the Canton of Dragon's Bay Council Meeting held on 10 November 2019 be confirmed.**

Moved: Sarah of Dragons Bay  
Seconded: Blackglove

## 3. OFFICIAL STATEMENTS

### 3.1 Baron & Baroness of Aneala

Elizabeth said thank you for looking after Her yesterday at Yule; everyone was very kind. The day was so nice and it was an honour to be invited to this event. Please attend Aneala Midsummer event if you can.

Agostino expressed his thanks to the populace of Dragons Bay for looking after Her Excellency - they appreciate the hospitality. He noted it was the perfect way to spend a hot day.

### 3.2 Seneschal of Aneala

Devine advised the Anealan Seneschal is transitioning to the eastern states. Richard shall step down. Devine will advise Council of the situation.

Next Anealan Council will be on Saturday 21 December at 4pm at Nathan's house. There will be Council, followed by a bbq and swimming.

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### 3.3 Seneschal of Abertridwr

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Devine advised that as the financials and assets have been finalised for Abertridwr this section will no longer form a part of Council's statements.

### 3.4 Seneschal of Dragons Bay

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Devine has not been able to attend recent Anealan Councils so has no feedback to provide apart from inviting people to read their Minutes.

Thanks is extended to the Baron & Baroness for attending the Yule Feast.

## 4. JUNE 2020 COMMITTEE UPDATES

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### 4.1 June 2020 Long Weekend Updates

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The Committee for the June 2020 Event is composed of:

- Seneschal of Aneala
- Seneschal of Dragons Bay
- Baron and Baroness of Aneala
- Steward of Pencampwr/Winterfest 2019

Town Hall Meeting was held at Wandri Pavilion on Saturday 7th December 2019. Feedback emailed in and data collected on the day are being collated and will be considered by the Committee.

This process is taking longer than anticipated as interactions on Facebook has reinvigorated discussions. The process originally outlined may need to be reevaluated, however it is anticipated to be resolved early in the new year.

As noted in the town hall discussion, the Committee seeks people to volunteer for events.

Devine advises they are asking for submissions for the future June 2021 weekend. The Committee is looking at structuring a transitioning period, involving the stewards deputising for the next event. This is how Rowany, Canterbury and some big festivals are run where committees and governing bodies roll over to the next event. This ensures the success of the main event to continue but allows for other flavours to come in via the stewards.

Devine also encourages everyone in Aneala to consider running an event. The Committee will approach Galen to put together a handbook, such as Rowany Handbook, on how to run this event.

Blackglove notes that, "One of the things I think SCA does not address much maybe is facilitation in the SCA. We gravitate toward natural facilitators who are better at it

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than others. I was thinking maybe with the Committee that we have for this weekend going forward, it might be good to also include some stuff about facilitation, and how town hall meetings we have can be successful.”

Blackglove proposes that a possible workshop could be run on how to assist with facilitating and running meetings.

Elizabeth asked if this would be best done as a class for event logistics and group management. She noted that Baron Sir Gilbert from Krae Glas has HR experience in the mundane world and could teach on how to have effective mediation and meetings.

## **5. BUSINESS ARISING FROM MINUTES**

### 5.1 Officer Positions

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Devine Winter encourages deputies for all Officer positions. Devine notes Chatelaine has three deputies and Dragons Bay has established a Herald's Circle.

#### Recommend:

**Dragons Bay Council notes deputies are encouraged for all Officer positions.**

Moved: Blackglove

Seconded: Gummi

### 5.2 Officer Surveys

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Dragons Bay's Warranted Officers were sent the survey on 30 November 2019. Devine Winter extends thanks to those whom have filled this out. A few have been submitted, with some very enlightening. This gives Devine a few things to progress with and identifies where support needs to be provided.

Devine shall be approaching people regarding their surveys in the new year and touch base one-on-one to help grow Officer portfolio's.

#### Recommend:

**Dragons Bay Council supports the growth and capacity-building of its Officers via the survey.**

Moved: Devine

Seconded: Gummi

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## 6. ACTIONABLE ITEMS FROM PREVIOUS MEETINGS

<b>ACTION</b>	<b>BY</b>	<b>STATUS</b>	<b>ITEM</b>	<b>MEETING</b>
Storage facilities payment <ul style="list-style-type: none"> <li>- Invoice for Abertridwr storage facility received from Galen</li> <li>- Devine will email Deb the details regarding Reeve so Deb can send the invoice through to Reeve for payment</li> </ul>	Sarah	Ongoing	6.1	21/07/19
Purchase of scribal items for Seneschal Citations (Kingdom Fund) <ul style="list-style-type: none"> <li>- Spoken with Branwen re: paper</li> <li>- Wax seal for Devine organised</li> <li>- Blackglove undertaking calligraphy classes</li> </ul>	Devine has delegated to Gummi	Ongoing	8.18	21/07/19
Organisation of signatories <ul style="list-style-type: none"> <li>- Devine's addition to cosign outstanding</li> <li>- Sarah spoke w Sigmund. Should only need a CRN or PAN and then Devine can become co-sign.</li> <li>- Devine to go into a branch with 100 point ID to get PAN.</li> </ul>	Sarah	Ongoing	6.2	18/08/19
Business cards and flyers <ul style="list-style-type: none"> <li>- To be added to Demo Box</li> </ul>	Galen	Complete	6.7	18/08/19
Newcomer packs for Website <ul style="list-style-type: none"> <li>- Linked Newcomer Page to menu</li> </ul>	Gummi	Ongoing	8.4	18/08/19
Updating Order of Precedence <ul style="list-style-type: none"> <li>- Awaiting copy of form from Heralds</li> </ul>	Blackglove & Gummi	Ongoing	8.6	18/08/19
Assets to be marked SCA Ltd <ul style="list-style-type: none"> <li>- Wood burner and Dremel available</li> </ul>	Council	Ongoing	5.1	21/7/19
Asset Register to be digitised	Gummi	Ongoing	5.1	21/7/19

Dates for A&S added to Calendar	Skjaldadís to Gummi	Tabled	8.1	15/9/19
Chair covers to be finalised - Red Dragon chair covers acquired - Green Dragon chair covers outstanding	Skjaldadís	Ongoing	9.1	15/9/19
Draft policy of Regalia Committee for Council consideration - Policy drafted.	Skjaldadís	Tabled	9.1(2)	15/9/19
Regalia for Dragons Bay Champions - Policy drafted.	Skjaldadís	Tabled	9.4	15/9/19
Period Toybox - Proposed to Aneala	Skjaldadís	Tabled	9.7	15/9/19
Demo Box creation	Brutus & Avalon	Ongoing	9.6	20/10/19
Knowne World Handbooks - To be ordered	Avalon	Ongoing	5.2	10/11/19
Digital Code of Conduct of Behaviour	Bethra	Ongoing	9.3	10/11/19
Officer support via survey - Survey sent 30/11/19 - Responses due 15/12/19	All Officers	Ongoing	9.4	10/11/19
Poster creation for libraries	Blackglove	Ongoing	9.5	10/11/19
\$1000 perpetual deposit with Wandí Progress	Sigmund/Sarah	Ongoing	A1.1	10/11/19
Submission of Badges - Device being digitised onto form	Blackglove	Ongoing	A1.4	10/11/19

### 6.1 *Second Set of Keys*

The second set of keys were given back to Wandí Progress Association by Liduina de Kasteelen van Valkenburg on 14 December 2019 without securing the key bond. Therefore, Wandí Progress Association still has the \$100 bond for this set. Discussion was held regarding whether Dragons Bay should pursue the return of this bond, or a second set of keys requested.

**Recommend:**

**Dragons Bay Council supports applying for a second set of keys from Wandri Progress Association.**

Moved: Sorcha

Seconded: Unanimous.

**6.2 *Monthly Newsletter***

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Her Excellency advised that if it were required, the Baron and Baroness were happy to provide a spiel for newcomer newsletters as they are glad to liaise with new members.

**6.3 *Order of Precedence***

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Blackglove advised that bio's were important for the OP as it would help newcomers to find people interested in the same things they are. It also provides them a face to associate with, binding us together. The bio does not have to be a big story, but can note your hobbies, interests or character history.

Sorcha asked if a list of the Baronial and Kingdom Awards could be included on the website, with the acronyms.

Elizabeth notes the Anealan Award page is comprehensive and includes some photos of the tokens. This page is also linked to Canon Lore. Elizabeth suggests looking at the Memories of Lochac as there are some historical Awards noted and photographs of tokens.

<https://history.lochac.sca.org/kingdom-awards>

It is suggested the Dragons Bay website have a link to the Anealan Award page:

<https://aneala.lochac.sca.org/resources/aneala-baronial-awards/>

Agostino suggested to look at the Lochac Awards Reference Guide:

<https://herald.lochac.sca.org/the-library/precedence/lochac-awards>

Agostino noted it was great for the newcomers to receive their Awards, giving them encouragement and a warm welcome into the SCA.

**6.4 *Assets***

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Devine thanks all who did the clean out on 8 December 2019.

Devine has received a proposal for Dragons Bay to book a whole weekend to do the asset register and organising the storeroom, with a movie night and sleep over.

A weekend for this shall be discussed at AI Thing.

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This weekend will require:

- Going through all items, crates etc
- Cleaning items
- Marking items as 'Dragons Bay' 'SCA Ltd' as per SCA Financial Policy
- Putting items on the asset register which will include:
  - photograph/s of item
  - approximate replacement cost
  - approximate valuation for insurance purposes

There will be a system for the signing out of assets with records maintained of to whom it is lent to, photographs, etc. Such details will be sent to the Communications Officer to maintain the digitised database on the website.

There shall be further discussion on loaner equipment, what happens with lending, and the replacement of items at AI Thing.

Sorcha advises that \$250 shall be required for new crates. These are heavy duty and of varying sizes. Approval shall be sought for \$250 for new crates, to be purchased on the day of sorting as they will be purchased to suit requirements.

Avalon still has one set of Dragons Bay shelving which shall be returned to the storage room now there is space to fit it. Liduina may wish to donate some shelves. Blackglove noted that domestic shelving will not be adequate for Dragons Bay's needs. Such potential donations will need to be assessed by a Property Officer and deemed as acceptable prior to becoming part of the Dragons Bay assets.

Avalon has some rugs etc from the Wellard storage room, and Sigmund has some gear too, all of which will need to be returned to the Wandi store room and added to the asset register.

The register will require updating, for example the addition of the archery A-Frame as made by Alexander Cochrane and Andy.

Andy suggested putting a call out for the return of any equipment that belongs to Abertridwr and Dragons Bay.

Dragons Bay shall email Wandi Progress Association regarding the wooden desk in Abertridwr stores to see if other groups at the grounds wish to have it. This will also require offering it to local SCA groups or members as per Financial Policy in the first instance.

Avalon advised that the organisation of the storeroom and influx of newcomers highlighted the need for loaner garb for children. Devine advised that Ephemias is perhaps able to do more garb for children, as she has some experience in this regard now.

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### 6.5 *Arts and Sciences Calendar*

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Devine encourages people to start thinking about the events Dragons Bay and Aneala are hosting next year. A&S workshops and activities can be worked around these so that people have the opportunity to create for those events, such as the Bonnie Bonnet workshop prior to the feast, and the viking garb workshops prior to Rekkthing.

Sorcha asked if the Kingdom A&S competitions can also be similarly considered by Dragons Bay, especially now that submissions can be photographed rather than posted. Devine advised this is possible and to please ensure people give themselves enough time to complete their projects.

Elizabeth noted that she wishes to run a lot of A&S competitions this year to facilitate the Quest.

Blackglove advised that Elizabeth needs to declare her quest so that people can declare with her, as there seems to be some interest among Dragons Bay populace. Devine advised she will not join in whilst Seneschal due to time constraints.

Devine advised the Baron and Baroness will attempt to come to the A&S events and workshops held by Dragons Bay.

Brutus and Avalon to work on the Demo Box.

Devine advised that a lot of items on the actionable items list are on hold as they are pending actioning via the A&S Officer, whom currently remains out of the country since 25 September 2019 and is unable to provide a return date.

### 6.6 *Knowne World Handbooks Update*

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Avalon has spoken to her upline, Susannah de Plume, whom shall approach Anealan Council to see if there is an interest in adding to Dragons Bay's order.

Avalon advises that US BoD suggests to order directly from the marketplace, as they were unable to offer further significant discount.

Dragons Bay shall order 10 books as per Item 5.2 of Dragons Bay Council meeting on 10 November 2019.

This order + shipping = \$350. The breakdown is \$25/book if an order of 10 or more is placed. Plus shipping. This is in USD. If Aneala want some books then Avalon will add those to the order as well.

### 6.7 *Digital Code of Conduct of Behaviour*

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Bethra continues working on this policy.

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Devine has appointed Bethra as a moderator of the Dragons Bay Facebook Group, however Bethra has not accepted the moderation position yet via Facebook.

### 6.8 *Poster Creation*

This item is on hold while Blackglove is away, but drafts by the populace can be submitted to Avalon.

### 6.9 *Actionable Items*

Devine invited the Baron and Baroness if they wanted to speak on any items in General Business. They advised they will discuss items at AI Thing.

#### Recommend 'en bloc':

**Dragons Bay Council notes the progress on the actionable items listed.**

Moved: Blackglove

Seconded: Gummi

*Elizabeth and Agostino left at 12:47pm.*

## 7. OFFICER REPORTS

ATTACHMENT	REPORT	NOTES
1.1	Reeve	Report submitted.
1.2	Art & Sciences Minister	Not submitted.
1.3	Knight Marshal	Not submitted.
1.4	Herald	Report given verbally.
1.5	Youth Officer	Report given verbally.
1.6	Group Constable	Not submitted.
1.7	Chronicler	Report submitted.
1.8	Captain of Archers	Not submitted.
1.9	Chatelaine	Report submitted.
1.10	List Keeper	Not submitted.
1.11	Chirurgion	Report given verbally.

1.12	Web Minister	Report submitted.
1.13	Seneschal	Report submitted.

### 7.1 Officer Reports

Andy sought clarification of how often reports are needed. Devine confirmed the monthly reports are required for Council, and quarterly reports for upline. Sarah noted that sometimes Council has shorter or longer lengths of time in between reporting (eg October to November 2019 were shorter as November meeting was brought forward). Sarah has proposed to report on everything in the month prior, which matches the Reeve reporting requirements. Devine has approved this change so as not to add to Reeve work.

Andy asked if Officers could have a template. Devine advised that Gummi could provide one. Blackglove asked if this could be done online. Gummi said, "Sure, we can do that." Blackglove suggested looking at the different reporting templates Officers used for their upline reporting, although he admitted to not knowing the background workings required. Gummi said they would look into it.

#### Recommend:

**Dragons Bay Council supports the creation of online reporting forms for the Officers.**

Moved: Devine  
Second: Blackglove

### 7.2 *Chirurgion*

Chirurgion will liaise with the Youth Officer to organise for children to have tabards with the Water Bearer logo on it.



Minute-taker notes this is not to be confused with a water bear...



\$50/quarter budget is allocated to the Chirurgeon Office as per Item 8.1 of Council's meeting on 20 October 2019. Devine asked Sorcha to purchase ice, water and hydrating electrolytes (such as Hydralyte) from the Chirurgeon budget, should such provisions be required for an event. This means that the Chirurgeon Office is responsible for the provision of water and ice.

Devine requests receipts be maintained and Council shall revisit the budget allocation if \$50/quarter is insufficient to cover these expenditures.

### 7.3 *Reeve*

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Still have yet to receive funds or invoice from Rockingham Regional Environmental Centre (RREC) for Dragons Bay's appearance at their Naragebup Festival 2019.

Devine has advised RREC do not recall the arrangement. Sorcha advised she will talk with Jacqui about the arrangement.

Once this appearance has been invoiced Dragons Bay can start their agreement with RREC moving forward, bearing in mind this must be taken to BoD for their approval.

The cheque from City of Armadale for the appearance fee for Highland Gathering has not arrived yet. This cheque was sent to SCA Ltd Corporate's post box and has been on-forwarded to Sarah for processing.

Reeve requests to make reimbursements easier, please email a copy of the receipt and bank account details to [reeve@dragonsbay.lochac.sca.org](mailto:reeve@dragonsbay.lochac.sca.org).

When items are entered in Xero they require a receipt number, so this will make the process easier, eliminates errors, and ensures the money is debited to the correct account.

Abertridwr funds have not yet been received.

Funds in the account as of 15 December 2019: \$3102.96.

Training is regular. Yule Feast payments are coming in and awaiting on receipts for reimbursement.

*Nathan of Dragons Bay arrived at 1:06pm*

### 7.4 *Chatelaine*

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Avalon has started the Knowne World Handbook process as per Item 6.6.

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Trying to connect new members with mentors. Should be pretty cool !

Avalon asked Andy, "has Julia mentioned mentoring?"

Andy said, "Julia has wanted to get involved, but I am encouraging her to enjoy her newbie-ness."

Emmanuel is a new member who signed up today and has two children. They all participated in archery today.

*Addressed Item 8.7 and 8.8 upon Andy's request.*

*Andy left the meeting at 1:16pm.*

#### **7.5 Herald**

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Following report submitted verbally by Herald (see Attachment 1.3), Devine advised Council that Herald reports are vital. Awards given in Court need to be sent upline for inclusion in Canon Lore. There have been instances where Awards have not been appended due to reports not being sent in.

#### **7.6 Youth Officer**

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Following report submitted verbally by Youth Officer (see Attachment 1.4), Devine asked if there is merit to create a separate Facebook group for families. Blackglove suggested this could be seen as divisive. Sarah advised that it may not be beneficial as people can feel they are excluded.

Blackglove supports creation of a Facebook Youth Page. This would provide an avenue for the children to talk to one another. Sorcha is supportive, and Kat is supportive.

Sarah asked, "are we doing it for all of Western Australia? Eg Western Shores Youth?"

Devine suggested that while this idea is trialled it would be best to keep it as a group only for Dragons Bay youth.

Kat advised against having the Facebook group as a public group - a closed group allows for moderators to ensure no adults beyond the moderators are on the page. This also allows for the youth to speak in private.

Discussion was held around the fact that Facebook has a policy to only allow children 13yo+ to have an account. Questions were posed regarding SCA's liability in this regard. Kat advised that the liability would be with Facebook and otherwise transferred to the parents if they allowed children under 13 to have an account.

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Sorcha asked how many youth are in the group who would be permitted in the Facebook group. Vagahold has 4 above the age of 13. Sarah has 1, and 1 from Bastion. Nathan suggests a chat group rather than a Facebook group. Blackglove supports this as a good stepping stone. Nathan advised that this didn't require a Facebook account or the application on a mobile, and could be facilitated by Messenger lite or an alternative messaging application.

While supported in principle, Council determined the first step would be to approach the parents of youth within Dragons Bay to survey their thoughts and support for such an initiative.

**Recommend:**

**Dragons Bay Council supports the creation of a Facebook messenger group for the Youth Officer to speak with the parents of Dragons Bay to discuss youth topics.**

Moved: Sorcha

Seconded: Sarah

***Youth Council:***

Devine raised this query with Kat.

Kat asked, "How many Youths will comprise this Council and what roles are you expecting?"

Devine says, "that could be up to the children - do they want to mirror the adults [Council]?"

Devine advised she would also join the children's meetings which will ensure they have a voice at Council.

Council asked how many Youth who are playing with Dragons Bay. 27 minors, ranging from 2.5 years (apart from the currently baking baby), through to 16.

Kat will gauge interest in this. She will organise the chat with the parents first to get that platform running with parents.

Nathan said it's not unreasonable to set children's expectations early and their limited authority. That way we can provide some coaching along the way so that they are advised what is within the scope of the SCA and Dragons Bay and the events, and with guidance they can help develop an event without feeling disempowered.

Devine says then this will help to guide them through their journey in the SCA, starting with things like the Mouse Guard etc.

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Council should ensure Awards are given to the Youth in a timely manner otherwise children can lose interest and motivation. Recognition is vital to maintain motivation. Sorcha says sometimes it is assumed they have those Awards. All members can recommend others for Awards. Avalon pointed out that, "children with membership numbers could be nominating each other, using the award form on our website."

It is noted that Guardian forms are important and must be submitted upon signing in to an event.

The Communications Officer is tasked with ensuring the Guardian Forms are available on the website, perhaps under a Youth tab/section.

The Communications Officer will also send the Youth Officer Badge picture to the Youth Officer so they can append it to their posts on Dragons Bay Facebook.

Sarah advised that Gotz posted his queries regarding the outcome of the Youth Survey at the Town Hall Discussions on the 'Lochac' Facebook group page.

This was subsequently deleted and he was banned from the group. He was not advised of the reason why.

Gotz was seeking clarification on his responsibilities and legal rights and bounds in regards to children. Council has supported that he should have clarification of why this post was removed. Devine will follow this up once Sarah sends through screenshots of the post.

## 7.6 *Seneschal*

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Dragons Bay remains running over the summer school holidays. Clubrooms and archery field is booked every Sunday and Wednesday. This was established with Deb of Wandu Progress Association on 15 December 2019.

Dragons Bay should not be shutting down especially with the youth and family contingent. SCA is an affordable program, as well as providing an opportunity for engaging with people and families.

### Recommend:

**Dragons Bay Council confirms receipt of Officer reports as discussed and attached.**

Moved: Gummi

Seconded: Blackglove

## 8. GENERAL BUSINESS

### 8.1 *Valentine's Feast*

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This item is raised by Sorcha, who advises that the steward and feastocrat of the event need to undergo induction for the kitchen, golf buggy etc for the lifestyle village. Avalon proposed that AI Thing is held at the lifestyle village to assist with facilitating this. Sorcha will advise Slaine to attend AI Thing which should be held at the lifestyle village.

Sorcha submitted an application for use of the clubrooms (hall), kitchen and bbq area for AI Thing from 9am to 5pm on the date of AI Thing.

Devine advised that anybody whom is holding an event needs to attend 3 Council meetings prior to the event to submit their proposal and field questions and clear fund requests. They will need to attend the meeting after their event is held to report back and debrief.

**Recommend:**

**Dragons Bay Council supports AI Thing 2020 being held at the Lifestyle Village.**

Moved: Avalon

Seconded: Sorcha

## 8.2 *Postcodes*

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This item is raised by Sarah, who advised that she had sent an email request regarding her postcode to the Registrar, whom forwarded this to Lochac Kingdom Seneschal. Despite an administrative error resulting in this postcode being separated from the balance of Aneala, the Lochac Seneschal advised Devine as Seneschal of Dragons Bay that such a proposal needs to be agreed to between the Seneschal of Dragons Bay and Seneschal of Aneala.

Devine has asked that people whom are in Dragons Bay and Abertridwr with their postcodes falling under Aneala, but wish to identify as Dragons Bay, write in and ask for their postcodes to be shifted to the administrative guardianship of Dragons Bay.

*Refer to Attachment A.*

Devine proposes to meet with the Seneschal of Aneala regarding the old Abertridwr postcodes which have been given to Aneala for administrative purposes. One of the requirements for being a group is that we demonstrate serviceability, which is being demonstrated throughout the Abertridwr postcodes by Dragons Bay.

It is interesting to look at how many people whom identify as Aneala attended Dragons Games Day and Yule Feast, and consider how many people whom identify as Dragons Bay attended Anealan Championship.

Blackglove advised that part of the obligation of adopting those postcodes will be to look after the College of St Lazarus.

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**Recommend:**

**Dragons Bay Council supports the Seneschal of Dragons Bay proposing to the Seneschal of Aneala of the expansion of Dragons Bay postcode boundaries.**

Moved: Sorcha

Seconded: Avalon

**8.3 *Storeroom and Donations***

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Avalon raises this item and advises that there is a due process of regaining items, or borrowing items. Items within the storeroom cannot be given away, as they are on a register and need to be accounted for. This is especially important because Kingdom has a register of these items.

Should people wish to ask for items returned, Council will require proof of the donation being made to the group, by that person. A proposal is to be made by writing an email to the Seneschal, providing evidence of the donation and when it was given to the group.

Devine shall liaise with Kingdom to confirm the due process that must be undertaken.

Sorcha advised that the perpetual trophies of Abertridwr Champions had been offered back by Abertridwr Council to the Champions whom made them. Rose Pennington had asked on Dragons Bay Facebook Group about the apron she had made as Arobryn one year.

It was determined that as Dragons Bay are now the legal custodians of all items in the storeroom and therefore accountable, anyone wishing for items back need to follow due process.

Blackglove advised that, "typically with property donated, people will say 'that's mine', and to avoid confrontation people will generally give those items back, however it needs to be considered that the item was stored and maintained by the SCA during that time."

Sarah noted that, "If we [Dragons Bay] don't want it, then they could have it back, but they can't donate it and then expect it back."

Avalon stated, "it's a gift."

Blackglove advised, "the armour I have purchased is on loan to Dragons Bay for this very reason. This is another reason we need a Property Committee."

Devine took this opportunity to state to Council that, "5 arrow heads were donated to the group for the group's use as it sees fit" from Kane Greymane on 14 December 2019.

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Sarah noted we will need to know the cost of items as well. Devine stressed that insurance is an issue.

Devine stated that we could make decisions as a Council and report back to Kingdom.

Avalon advises that Gummi donated 2 dresses for loaner garb on 14 December 2019.

**Recommend:**

**Dragons Bay Council supports that due process is followed by individuals whom request items from Dragons Bays assets as discussed, with the Seneschal following up with Kingdom on this process.**

Moved: Avalon

Seconded: Sorcha

**8.4 *Red Hall Banners***

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This item was submitted by Rose Pennington:

“The red hall banners were a housed project to decorate the hall at Pencampwr. The only finished pieces reflect the kingdom and group devices and household devices. There were not paid for, nor worked on by the populace at large. Consequently, the legal proprietary interest remains with me. The painted banner including the Abertridwr heraldry cannot be displayed while the group is non existent and the only other devices so far painted are personal household devices.

I would like to finish painting the banners and request they be returned.”

*Refer to Attachment B.*

Sorcha and Gummi advised Council that the populace did work on these banners, those not only within Bastion but also Abertridwr. Two examples of populace who did artwork included Signy and Clothilde.

Sorcha advised that she would like the banners to remain for use by Dragons Bay.

Devine advised that Dragons Bay is incorporating Abertridwr as an equal partnership.

Blackglove suggests that until Council has performed an asset check we cannot determine if Dragons Bay will require these and other assets.

**Recommend:**

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**Dragons Bay Council supports this item and items proposing the return of donations is tabled until the asset register is finalised.**

Moved: Blackglove  
Seconded: Sarah

### 8.5 *Step Ladder for Storeroom*

---

Sorcha raised this item in regards to Occupational Health & Safety issues regarding overhead items in the storeroom. Bunnings has a Gorilla 3 step household ladder which folds down flat for easy storage and portability. This is domestic grade and supports a maximum of 120kg. The price for this is \$89.



Concern was raised by Blackglove and Gummi regarding the 120kg maximum. With people bringing sometimes heavy objects down this will increase the weight on the ladder.

Blackglove suggests considering industrial grade ladders.

#### **Recommend:**

**Dragons Bay Council supports Sorcha obtaining a quote for an industrial ladder.**

Moved: Blackglove  
Seconded: Devine

### 8.6 *Largesse*

---

Following a call out for cords from the Crown, cords have been made and now need to be posted to the Crown. Sorcha has offered to post the items for Dragons Bay to the Chamberlain of the Crown.

---

**Recommend:**

**Dragons Bay Council supports supports the sending of parcels of these cords and other largesse to the Crown and reimburse payment of purchase of envelopes/boxes and postage upon receipt of receipts up to \$100.**

Moved: Gummi

Seconded: Sarah

**8.7 *Committee for Archery***

---

Andy previously requested the formation of a committee of archery-knowledgeable individuals to consider all the relevant equipment that is necessary to assist in Dragons Bay's archery contingent. This committee will pool knowledge, brainstorm options and make recommendations to Council.

Andy now rescinds this request and acknowledges that members within Dragons Bay and Aneala have businesses that support medieval archery. Andy has considered Blackglove's business as a potential source for arrow-making items such as fletching, points etc. It is acknowledged that Isabel de Annesley has provisions to assist with this as well.

Andy proposes to refer members to both Blackglove and Isabel de Annesley for the purchase of personal arrows and items to make these.

Blackglove advises that he should have provisions for sale to create 200 arrows. Blend points and 11/32 and 5/16 splines shall be available.

Andy estimates that Dragons Bay will require 10 sets of 12 blunts for wars.

Sarah asked if arrow-making workshops shall be run still. Andy advised it should be. Abertridwr has a fletching jig in its stores, and individuals can also bring theirs to the workshops (Sarah, Avalon and Gummi have jigs).

Dragons Bay Council considered that a Facebook group chat with the following members would adequately facilitate in place of a committee:

- Ulfr fra Jorvik
- Devine Winter
- Andy of Dragons Bay
- Branwen of Werchesvorde
- Dragons Bay Youth Officer
- Kilic ibn Sungur ibn al-Kazganci al-Turhani
- Isabel de Annesley
- And any others as deemed required

---

**Recommend:**

**Dragons Bay Council supports:**

- 1) Andy of Dragons Bay in the creation of a Facebook Group Chat to facilitate a sharing of archery knowledge, resources and items**
- 2) The running of archery workshops including arrow making**

Moved: Blackglove

Seconded: Sorcha

**8.8 *Purchase of Children's Bows***

---

Andy proposes for the purchase of 10lb children's longbow and 15lb children's longbow from Apex Hunting.

Sarah advises that arrows made for children will require different splines due to the low poundage. Splines used for adults will not fly well from these bows.

Blackglove advised that fibreglass bow kits are estimated at \$200 each. Gummi noted that postage will be an additional cost to consider.



Apex Hunting in Queensland has currently 10lb children's longbows and 15lb children's longbows available.

10lbs (at 22") Longbow set includes:

- 1 X Brand New Apex Wizard 10 lbs Red Kids Longbow
- 1 X Kids Arm Guard
- 1 X Side Quiver
- 1 X Bowstring
- 1 X Kids Finger Tab
- 2 X 26 Inch Fibreglass TARGET Arrows
- 1 X Target Face

15lbs (at 24") Red Longbow set includes:

- 1 X Brand New Apex Wizard 15 lbs Red Kids Longbow
  - 1 X Kids Arm Guard
  - 1 X Side Quiver
  - 1 X Bowstring
  - 1 X Kids Finger Tab
  - 2 X 26 Inch Fibreglass TARGET Arrows
  - 1 X Target Face
-

Item Description	Quantity	Price
 15LBS KIDS LONGBOW SET - RED	1	\$39.95
 10LBS KIDS LONGBOW SET - RED	1	\$39.95

Standard Shipping - \$8.95

insurance is not included with this shipping option.

Standard Shipping inc Insurance - \$13.90

Pickup In Store - Free

Estimated arrival of 7 days

ADDRESS: Unit 2/178 Redland bay Road, Capalaba, QLD, 4157 OPENING HOURS:

Mon-Fri 9am to 5pm, Sat 9am to 3pm

Shipping Cost To Post Code 6111	\$8.95
---------------------------------	--------

Discounts Applied

XPRESS Free Express Upgrade for Christmas ✘	-\$8.95
---	---------

Discount Total	-\$8.95
----------------	---------

GST Inc.	\$7.26
----------	--------

<b>Shopping Cart Total</b>	<b>\$79.90</b>
----------------------------	----------------

**Recommend:**

**Dragons Bay Council supports the budget of up to a maximum of \$500 including postage for the purchase of 10lb children's longbow/s and 15lb children's longbow/s from Apex Hunting.**

Moved: Blackglove

Seconded: Sorcha

**8.9 *Additional Wednesday Training for Archery***

Council is supportive of the additional Wednesday training. Deb has ensured the clubrooms and field is booked for this on Sundays and Wednesdays.

**Recommend:**

**Dragons Bay Council supports trialling Wednesday training with clubrooms and field available for use by Dragons Bay members.**

Moved: Devine

Second: Gummi

#### 8.10 *Bid for Event 2021 WA Day June Weekend*

---

Blackglove and Gummi submit their proposal to co-steward this event.

*Refer to Attachment C.*

Devine advises she shall abstain from voting on this item as she has a conflict of interest. Devine advises that the stewards of the next event need to attend Committee Meetings to learn the ropes and be sub-stewards deputising to the stewards of the 2020 event.

Sorcha advised that she is happy to be part of the stewarding team for this event 2021.

#### Recommend:

**Dragons Bay Council supports this bid for the Event June 2021.**

Moved: Sorcha  
Seconded: Kat  
(+ Avalon, Sarah, Nathan).

#### 8.11 *Bid for Pages and Pageantry - 20 - 22 March 2020*

---

Blackglove submits his proposal to steward this event.

*Refer to Attachment D.*

There shall be a heraldic team melee rattan tourney sub-stewarded by Kane. Set up on Friday, however this is not a public long weekend but people will be encouraged to attend two nights and pack down on the Monday.

Blackglove advised that the idea is to focus on processions, pomp and ceremony, with all disciplines processing in with their consorts or may nominate an inspiration.

Nathan asked, "is Cluck [Norris the rooster] considered a consort?"  
Blackglove advised, "Yes, we would need to get an edible wreath."

Blackglove advised the cost:  
\$50/adult. \$30 for kids. Under 6 free. Those attending the event would therefore be subsidising children attending.

Breakeven: 30 adults.

All meals (breakfast, lunch and dinner on Saturday night) are provided. The minimum quality will match that of Yule Feast. It is proposed to have a catered feast, but not with multiple removes, to keep costs down.

---

Blackglove advised he has "gone down to the bone with pricing." Costings are based on large commercial prices. There will be further savings achieved by buying sensibly.

Opening court will be grand procession of registered devices. Closing court will be the opposite order: unregistered banners first then registered personal heraldry, households, followed by Canton, Barony and Kingdom banners.

Affordability is important, so a focus of this event is to make it achievable for members to come to this. The children will be the next generation of SCA players so its important they and their families can come to events.

Bid proposal paperwork shall be submitted for Council's consideration.

**Recommend:**

**Dragons Bay Council supports this bid.**

Moved: Devine

Seconded: Sorcha

*Little Spoon arrived at 3:33pm.*

**8.12 Trailer**

---

Avalon raised this item for Council's consideration of the merits of owning a trailer. The trailer will need to have capacity to carry the weight inherent with equipment required for demo's, and not every car can tow this capacity.

Storage of the trailer could be an issue, although it could be stored at Avalon's residence.

Devine reminded Council that any purchase over \$2000 will need approval by the BoD.

The ideal would be a trailer with 2 tonne capacity and twin axles with mechanical brake assist. Once over 2 tonnes then the trailer will need electric brakes which is another barrier for towing as not all vehicles will have this set up.

There is no doubt that Dragons Bay requires a trailer for attending demo's.

Little Spoon advises however that Coates trailers are \$15/day to hire, and this way Dragons Bay will not need to worry about storage, registration, insurance, tyres etc. With this in mind, Little Spoon says, "personally I don't see the need for a trailer."

Little Spoon advised further that hire is \$60 for 3 days. Other hiring places will allow for pick up on Friday, or arrange for no charge on the Sunday. A week's hire could provide further discounts.

---



Devine reminded people that the events- or demo stewards will need to consider:

- These hiring time frames
- Vehicular capabilities
- Costs of hiring
- Organising loading and unloading of trailers with sufficient assistance

Dragons Bay could consider the creation of magnetic advertising to place on the hired trailers as passive advertisement of the SCA at demo's.

**Recommend:**

**Dragons Bay Council supports considering the merits of a trailer or hiring of after AI Thing 2020.**

Moved: Blackglove

Seconded: Gummi

**8.13 *Permanent Pells at Wandj Progress Association Grounds***

---

Blackglove advises Council that Dragons Bay has permission for installation of permanent pells under the trees across from the Wandj Hall, provided these can be removed and the hole covered safely.

Blackglove proposes to dig a hole with a post hole digger, insert the plastic downpipe into the ground and concrete around this. Plugs can be made out of an old pell, cut to sit flush with ground level.

This should result in very minimal cost for Dragons Bay as most of the materials are in the storeroom:

- \$20 for quikset cement
- \$100 for rope for the pells

Nathan offered the use of his petrol post hole digger.

**Recommend:**

**Dragons Bay Council supports the installation of permanent pells at Wandj Progress Association grounds.**

Moved: Sorcha

Seconded: Kat

---

## 9. EVENTS IN PREVIOUS MONTHS

<i>Event Title</i>	<i>Date held</i>	<i>Steward report received by Seneschal</i>
Champion of the Bow	17 November	☒
Rekkρθing	23 November	N/A
Toys for Tots	30 November	N/A
Pride Parade	30 November	N/A
Town Hall Meeting	7 December	☒
Dragons Games Day & Yule Feast	14 December	☒

## 10. UPCOMING EVENTS

<i>Event name</i>	<i>Steward</i>	<i>Event Team</i>	<i>Budget</i>	<i>Proposal</i>	<i>Seneschal approval</i>	<i>Advertising</i>
<i>Italian Valentine's Feast</i>	Slaine	Feastocrat: Slaine	Yes	Yes	No	None.
<i>20-22 March Event</i>	Blackglove	TBA	Yes	Yes	No	TBA
<i>June 2020 Event</i>	TBA	TBA	TBA	TBA	TBA	TBA
<i>DBOO Part 2</i>	Devine	TBA	TBA	-	-	None
<i>June 2021 Event Bid</i>	Gummi and Blackglove	TBA	Yes	Yes	-	None

## 11. CALENDAR OF EVENTS

\*An asterisk indicates these events require a steward and/or proposal.

### 2020

<i>Event Title</i>	<i>Date</i>	<i>Host Group</i>
Midsummer	11 January	Aneala
Dragons Bay AI Thing	19 January	Dragons Bay
*Italian Valentine's Feast	15 February	Dragons Bay
*March 20-22 Event	20 March	Dragons Bay
*DBOO Part 2	May	Dragons Bay
Event June 2020 Weekend	June	Dragons Bay

### 2021

Roman Immersive Experience (Dum in Urbe)	March	Dragons Bay
May Crown Bid	22 April	Aneala
Event 2021 June Weekend	June	Dragons Bay
*A Knight to Remember	TBA	Dragons Bay

### 2022

Coronation	TBA	Aneala
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## 12. NEXT MEETING

AI Thing to be held on 19 January 2020 at 9am at the Lifestyle Village.

Next Council meeting 23 February 2020 to be held at Wandu Clubrooms at 12pm.

## 13. MEETING CLOSED

Meeting declared closed by Chair at 3:50pm.

<b>CANTON OF DRAGON'S BAY COUNCIL SUMMARY OF ATTACHMENTS JUNE 2019</b>		
<b>ATT.</b>	<b>SUBJECT</b>	<b>PAGE</b>
1.1	Report for Reeve	29
1.2	Reimbursements	30
1.3	Report for Herald	31
1.4	Report for Youth Officer	32
1.5	Report for Chronicler	33
1.6	Report for Chatelaine	34
1.7	Report for Chirurgion	35
1.8	Report for Web Minister	37
1.9	Report for Seneschal	38
1.10	Completed Actionable Items	39
1.11	Seneschal Correspondence	40
A	Postcode Petitions (Redacted)	43
B	Petition for Abertridwr Items	45
C	Event Proposal for Pendragon Camping Event 2021'	46
D	Event Proposal for 'Pages and Pagentry' March 2020	52

## Report for Reeve



Reeve: Sarah of Dragons Bay  
Appointed as Reeve: 21st July 2019  
SCA Membership No. 83575  
Expiry 31st July 2020

WESTPAC ACCOUNT		Opening bank balance 1 <sup>st</sup> November 2019		\$3,233.00
Date		Expenses	Income	Balance
07 November 2019	Training 3-11-2019		\$46.00	\$3,279.00
08 November 2019	██████████ – Training 3-11		\$4.00	\$3,283.00
11 November 2019	Hire & Use of Wandi For October 2019	\$121.00		\$3,162.00
20 November 2019	Reimbursement to Avalon ██████████ for Loom	\$100.00		\$3,062.00
20 November 2019	Reimbursement to ██████████	\$40.12		\$3,021.88
22 November 2019	Reimbursement to ██████████	\$9.00		\$3,012.88
22 November 2019	Reimbursement ██████████ for Pewter Regalia	\$147.89		\$2864.99
25 November 2019	Peter ██████████ – Yule Feast		\$25.00	\$2,889.99
28 November 2019	Training, A&S 10-11-2019		\$50.00	\$2,939.99
29 November 2019	Interest		\$0.24	\$2,940.23
			<b>Closing bank balance 30<sup>th</sup> November 2019</b>	<b>\$2,940.23</b>

**Xero & Dropbox:**

All transactions on Xero have been reconciled and Dropbox has been updated.

**Hire of grounds and utilities:**

\$22.00 for 11 Adults at the grounds and facilities at Wandi on the 3<sup>rd</sup> of November 2019  
\$28.00 for 14 adults at the grounds and facilities at Wandi on the 10<sup>th</sup> of November 2019  
\$34.00 for 17 adults at the grounds and facilities at Wandi on the 24<sup>th</sup> November 2019

Total Fees for November \$84.00

Attachment 1.2

## Reimbursements

from: Lochac Exchequer via Lochac-Announce <lochac-announce@lochac.sca.org> via gmail.com  
reply-to: Lochac Exchequer <exchequer@lochac.sca.org>  
to: lochac-announce@lochac.sca.org  
date: Dec 10, 2019, 8:01 PM  
subject: [announce] Reimbursements  
mailing list: [lochac-announce@lochac.sca.org](mailto:lochac-announce@lochac.sca.org)

Unto the Populace of the Kingdom of Lochac, Greetings.

It has come to my attention some very troubling events. Reeves under my care are feeling bullied into accepting less than ideal (and coincidentally illegal) situations.

When you are asking for reimbursement, there are a few boxes that need to be ticked off. Firstly, your expenditure needs to be pre-approved. If it is for an event that has been approved by the groups council, that is perfect. If you are buying assets or supplies for the group as a whole, that needs to go through council before you buy it. This is outlined in the Financial Policies of both SCA Ltd. in Australia and SCANZ inc in New Zealand.

Second, there needs to be supporting documentation. This is usually a receipt or tax invoice from the seller. The receipt needs to have various pieces of information on it, such as the seller ABN (in Australia) or GST number (In NZ), business address and name, etc. If you have purchased something from someone who doesn't give receipt, invoices, etc, such as from a farmers market, when you need to fill out a Statutory Declaration (unfortunately NZ, this part doesn't apply, it must be a receipt, tax invoice, etc). Statutory Declarations vary from state to state, so please consult your Reeve if you are unsure, and if they are unsure, they will contact either the Australian Deputy Exchequer, or the SCA Ltd Treasurer.


Without either of these forms of documentation, you cannot be reimbursed by your group. these are mundane legal requirements (under the GST requirements in Australia, and under the Incorporated Societies Act 1908 and the Goods and Services Tax Act 1985 in NZ, and again both corporate bodies financial policies). It is not the Reeve just being a pain, or being overly bureaucratic, they are following the law.

No matter how much you try to pressure them, bully them, threaten them, this can not be contravened. Such behavior doesn't follow the ideals of this society, the ideals we all hold so dear, and will not be tolerated. Any behavior that makes our hard working reeves pressured or threatened will be passed on to the Kingdom Seneschal to be investigated, and dealt with in accordance with the corporate bodies bullying and harassment policies.

Please be kind to our hardworking reeves, and help them to keep our society running.  
YIS

THL Þorvaldr inn Suðreyki  
Chancellor of the Exchequer - Kingdom of Lochac

## Report for Herald

Group Herald Dragons Bay Pursuivant 	Peter D'Gaunt Noir <a href="mailto:herald@dragonsbay.lochac.sca.org">herald@dragonsbay.lochac.sca.org</a> SCA Membership No. 28429 (expires 30 June 2020)
Office Commenced	July 2019
Last report upline	15 September 2019
Last report to Council	10 November 2019
Current Deputies	Brutus Cornelius Augustus Gummuinus de Eggafridicapella Andy of Dragons Bay

Unanimous support for the registering:

- Norek (in annulo a sea serpent voided)
- Device - 2 dragons facing outward

New submission from Brutus who has some ideas for a device but this is still in discussion.

Concept of device is to lock in as a badge for future use for Dragons Bay. Gummi is working on the wireframe and will submit forms to Rocket Herald while Blackglove is away.

Proposing silk painting, banners and heraldry workshops to encourage populace to get their banners up. They can be simple. People can go out and buy calico or lightweight canvas. As long as you are not displaying the wreath you can get banners up. Be mindful that in a hall the banners should display from 2ft from the ground and up to 8ft. Bunnings have poles for banners: \$30/piece.

Herald is looking at creating a court tabard, the creation of which will depend on the colour palette chosen.

Thanks to Nancy being voice herald at Court at Yule. Thanks to Andy for doing voice herald. Blackglove will submit Brutus' heraldry report for Championship of the Bow.

Attachment 1.4

## Report for Youth Officer

Taylor of Vargahol is keen for the role of Youth Herald and prefers to be voluntold for assistance.

Kingdom is now up to draft version 8 for Youth combatants handbook and could possibly have more iterations of drafts. The New Zealand Marshal put up information regarding the proposed Lochac Youth Combatant ruling, which is likely based on Kingdom and I will make myself familiar with it.

There is no youth marshal in WA. The only one in Australia is located in the eastern states. I would like to invite the Youth Marshal over so he can authorise Pantera and I, and hold a workshop over that weekend.

I will ensure that the Youth will follow SCA-mandated practices to ensure insurance policy will cover incidences etc.

I am also looking at introducing Youth Rapier which allows participation for 12yo+.

I am proposing a Youth Marshal for archery, rapier, heavy combat/boffer and A&S.

YIS  
Kat of Vargahol

---



Attachment 1.5

## Report for Chronicler

<p>Chronicler</p> 	<p>Gumuuinus de Eggafridicapella Gumuuinus@gmail.com SCA Membership No. 84826 (expires 30 April 2020) Office term commenced: 27 May 2019</p>
<p>Items published by office</p>	<p>Quarterly Newsletter (Dragon Taeles) Monthly newsletter Upcoming Events flyer</p>
<p>Issues published since last report</p>	<p>Spring Edition - 12 October 2019</p>

Spring edition of the Dragon Taeles newsletter was released on 12 October 2019, distributed via PDF linked to the website. Notification of this release was via Dragons Bay Facebook page and Populace.

Production of a new Upcoming Events flyer, pinned to the Facebook Group page.

Monthly newsletters are being sent out at the start of each month (via MailChimp), giving updates to those who have signed up for the newsletter and are members of the DragonsBay emailing list.

This is a short, quick snippet that allows for quick dissemination of information without needing to wait for the large quarterly production.

So far two have been sent: November (to new members only) and December.

I am collecting photographs and articles and poems for the next edition of Dragon Taeles (due for publication in December). Articles and the like are encouraged for submission.

In service,  
Nobilis Gumuuinus de Eggafridicapella

Attachment 1.6

## Report for Chatelaine

Chatelaine



Lady Avalon of the Isle  
chatelaine@dragonsbay.lochac.sca.org  
SCA Membership No. 84175  
Office term commenced: 25 July 2019  
End of tenure: 25 July 2021

I have started the 'Mentor Program' where I match a newcomer with a member who shares their same interests. I am looking forward to seeing how this will be tracking over the next few months into the new year.

I have liaised with the Anealan Chatelain, Lady Susanna to see if Aneala would like to join in on our order of the Known World Handbooks. I await her reply, which will most likely come in the new year after their council meeting.

Once the audit has been done and we go through the combined collection of loaner gear in the shed, I will be happy to start looking at the best way to 'tag' items.

I have completed and sent my officer support survey to the Seneschal.

Gummi donated two dresses (1 sideless surcoat, 1 red dress with long sleeves & trim) from Armstreet for loaner garb on 14 December 2019 which shall be washed before added to the loaner garb collection.

YiS

~Lady Avalon of the Isle

---

## Report for Chirurgeon

I would like to have more assistance. These people will need their WWC and police clearances and first aid certificate, and copies will need to be provided to Chirurgeon.

The US BoD got rid of chirurgeons due to insurance issues, however the Australian BoD retains chirurgeons as their efforts are covered by the various Acts and Policies.

Nearly all Australian states and territories have in place good Samaritan legislation to ensure that people who step forward to provide emergency medical assistance are not held legally liable for their actions provided they act in good faith (*Civil Laws (Wrongs) Act 2002 (ACT) s 5; Civil Liability Act 2002 (NSW) s 57; Personal Injuries (Liabilities and Damages) Act (NT) s 8; Civil Liability Act 1936 (SA) s 74; Civil Liability Act 2002(Tas) s 35B; Wrongs Act 1958 (Vic) s 31B; Civil Liability Act 2002 (WA) s 5AD*).

It is noted that we are only able to work to the qualifications we have. Anyone at the events that provide first aid are covered by SCA insurance.

Gummi has done the pre-event site check form which forwards to the Chirurgeon.

<https://dragonsbay.lochac.sca.org/pre-site-checklist/>

I would like to run some basic first aid stuff - for example workshops which would give skills to people. Maybe this could include children too. Instead of Raid the Dead, Heal the Wounded and do mock first aid on fighters.

I would like to have an official hydration station and Water Bearers. See Item 7.2 of this meeting.

Along with the demo box and general Chirurgeon box which is governed by the Chirurgeon Office, a separate Chirurgeon box will be created which will only be accessible by the Chirurgeon and additional nurses (such as Kane whom is a registered nurse). This box shall contain some over-the-counter medication.

Anyone who uses items from the general Chirurgeon box need to document this and advise the Chirurgeon. The Office needs to be advised of any treatments, injuries etc for insurance purposes, reporting, and to ensure stock levels are maintained.

A good example of this is that at the Rekrthing an allergic reaction occurred to food. This person was given antihistamines which could be administered due to the Chirurgeon's qualifications. I advised of how to do follow up treatment. I advised the stewards of the

event that the person could not attend the feast due to medical reasons, and the stewards arranged reimbursement.

Receipt submitted for stocking of first aid kit.



Yours in health and service  
Sorcha inghean Ui Bhradigain

---

## Report for Web Minister

Web Minister



Gumuuinus de Eggafridicapella  
Gumuuinus@gmail.com  
SCA Membership No. 84826 (Expires 30 April 2020)  
Office term commenced: 26 May 2019

The following pages of the Canton of Dragons Bay website have been updated:

- Minutes - uploaded as required
- Dragon Folk - Sorcha's bio updated
- Officer Contact list - updated to show new deputies
  - Updated to HTML format as TablePress was registering the links as spam

New page creations:

- Resources> Forms
- Resources> Policy Manual
- Activities> Community Involvement
- New Members> Newcomers Page link

Pages in progress:

- Library
  - Runa and Avalon have sent through photographs of books
- Newcomers Pack - received hard copy from Chatelaine
- Order of Precedence updates from Crown visit and Baronial court
  - Herald advises we are pending a copy of the Court Award form

Wandi Progress Association have updated the training day costs noted on their website for Dragons Bay. Should have an advert running in Wandi Warbler for Dragons Bay.

All messages in the Yahoo Group (DragonsBay) have now been ported to the Lochac server email group ([dragonsbay@lochac.sca.org](mailto:dragonsbay@lochac.sca.org)) so that there is a continual archive of messages from 2007 to current.

DragonsBay site was not working on November 12; still redirecting to [dragonsbay.sca.org.au](http://dragonsbay.sca.org.au), rather than [dragonsbay.lochac.sca.org](http://dragonsbay.lochac.sca.org). Masonry have a record of fixing this issue for DragonsBay prior, so this prompted Masonry to look for other websites that may have reverted to their previous URL status.

I lent my professional experience in creating the high quality presentation for the Town Hall Meeting for the June 2020 discussions with Devine Winter; the meeting also required my IT support.

In service,  
Nobilis Gumuuinus de Eggafridicapella

Attachment 1.9

## Report for Seneschal

<p>Seneschal of the Canton of Dragons Bay</p> 	<p>Devine Winter <a href="mailto:DevineWinter365@gmail.com">DevineWinter365@gmail.com</a> <a href="mailto:Seneschal@dragonsbay.lochac.sca.org">Seneschal@dragonsbay.lochac.sca.org</a> SCA Membership No. 84379 (expires 28 April 2020)</p>
<p>Office commenced</p>	<p>1 June 2019</p>

Since receiving and publishing the letter regarding the dispersal of Abertridwr assets and funds, Dragons Bay account has yet to receive the funds from Kingdom. The storage facilities were preliminarily sorted on 8 December 2019 but items still need to be audited and inscribed.

### ***Event proposals and bids***

Stewards will need to submit a written submission. Gummi will create a form to facilitate this on the website. This proposal is to be submitted with budgets and break-even amounts. Attachments of these spreadsheets are welcome via the form or email. These proposals shall be added as attachments to the next Council agenda for its consideration.

Stewards then need to attend a minimum of two Council meetings (plus one for the event submission) prior to the event so they are available to discuss the event and answer any questions, and attend one Council meeting after their event to hand in their event reports and debrief, with stewards being open to receiving commentary.

### ***Town Hall Discussions***

Town hall meeting was held on 7 December 2019 with good attendance and feedback. The technology was embraced as it allowed live, interactive and anonymous participation. The data is being collated with emailed submissions and shall be scrutinised by the Committee before release to the general public in the interests of transparency of process.

### ***Officer attendance to Council***

Officers need to attend Councils and not to have more than 2 successive Councils where they are not in attendance. Report submission in the absence of attendance is a minimum requirement.



YIS  
Lady Devine Winter

Attachment 1.10

## Completed Actionable Items

<b>ACTION</b>	<b>BY</b>	<b>STATUS</b>	<b>ITEM</b>	<b>MEETING</b>
Rapier training - collation of poll outcomes	Gummi	Complete - Item 6.1 October 2019	8.21	21/07/19
Standardised report template sent to Officers	Gummi	Complete - October 2019	8.1	15/9/19
Bunnings Sausage Sizzle	Council	Complete - October 2019	9.9	15/9/19
Approach Bunnings for fundraising - Letters	Devine Winter	Complete - October 2019	8.5	18/08/19
Storage facilities payment	Sarah	Ongoing	6.1	21/07/19
Business cards and flyers - To be added to Demo Box	Gummi & Galen	Complete November 2019	6.7	18/08/19

Attachment 1.11

## Seneschal Correspondence



The following email correspondence was received by the Seneschal since the previous Council Meeting:

#	Date	Subject
1	29 Nov	Naragebup Festival 2019
2	30 Nov	[announce] SCA Ltd Code of Conduct revision - commentary
3	30 Nov	Officer Survey Form - Kat
4	30 Nov	Officer Survey Form - Gummi
5	30 Nov	Officer Survey Form - Andy
6	1 Dec	Officer Survey Form - Avalon
7	2 Dec	Postcode Petition
8	2 Dec	[announce] Designing Welcoming Events - A Survey
9	3 Dec	Officer Survey Form - Sorcha
10	3 Dec	Dragons Bay Webpage persona
11	3 Dec	Town hall survey
12	5 Dec	[announce] Rowany Festival 2020
13	5 Dec	[announce] Changeover of Kingdom Website
14	5 Dec	[announce] Call for commentary; Lochac Chirurgeon
15	6 Dec	Agenda discussion responses
16	6 Dec	June 2020 event
17	6 Dec	May long weekend
18	7 Dec	[announce] New Lochac Website is launched!



19	7 Dec	Re: June 2020 event
20	10 Dec	Pencampwr input
21	10 Dec	Re: Agenda discussion responses
22	10 Dec	[announce] Reimbursements
23	10 Dec	Naragebup Festival 2019
24	10 Dec	Monthly Report November
25	10 Dec	Event Report IKAC and Zombie Shoot October 27th 2019
26	10 Dec	3 x Message from SCAA Ltd
27	11 Dec	Re: May long weekend
28	11 Dec	Payment owing to Dragons Bay
29	11 Dec	[announce] ROWANY FESTIVAL - Bookings now open
30	11 Dec	2 x Message from SCAA Ltd
31	12 Dec	Postcode Petition
32	12 Dec	2 x Re: Dragons Bay Council - Sunday 15 December
33	12 Dec	3 x Postcode Petition

The following email correspondence was sent by the Seneschal since the previous Council Meeting:

#	Date	Subject
1	10 Nov	Response to [redacted] sought
2	13 Nov	Re: Dispersal of Funds and Assets from Abertridwr.
3	14 Nov	Re: Dispersal of Funds and Assets from Abertridwr.
4	15 Nov	Apologies for November Council
5	18 Nov	Re: Recommendation for Award - [redacted]
6	20 Nov	Re: [Populace-aneala] Poll for date of Town Hall Meeting Discussion June 2020 Weekend
7	20 Nov	Dragons Bay [redacted]

8	22 Nov	[redacted]
9	27 Nov	Re: Town Hall Meeting
10	30 Nov	Survey Link for Officers of Dragons Bay
11	3 Dec	Fwd: Dragons Bay Webpage persona
12	6 Dec	Re: June 2020 event
13	10 Dec	Naragebup Festival 2019
14	11 Dec	2 x Re: Payment owing to Dragons Bay
15	11 Dec	Update on [redacted]
16	12 Dec	Dragons Bay Council - Sunday 15 December
17	12 Dec	Update request regarding [redacted]
18	12 Dec	Re: Dragons Bay Council - Sunday 15 December

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Attachment A

## Postcode Petitions (Redacted)

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6111

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6122

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6103

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6164

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6164

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6390

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6163

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6164

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6164

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

Postcode  
6111

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I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

**Postcode**  
6122

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

**Postcode**  
6122

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

**Postcode**  
6111

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

**Postcode**  
6122

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**Postcode**  
6122

I petition to change the postcode within which I reside to form part of the region governed administratively by Dragons Bay.

**Postcode**  
6122

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Attachment B

## Petition for Abertridwr Items

### **1. Red hall banners.**

These were a housed project to decorate the hall at pencampwr. The only finished pieces reflect the kingdom and group devices and household devices. There were not paid for, nor worked on by the populace at large. Consequently, the legal proprietary interest remains with me. The painted banner including the Abertridwr heraldry cannot be displayed while the group is non existent and the only other devices so far painted are personal household devices.

I would like to finish painting the banners and request they be returned.

### **2. Hanging candelabras.**

These were lanes to Abertidwr for the purpose of decorating the wandi hall, on the provision that when they were no longer required they be returned to me. It has been said that they are no longer needed, and if so I would like them returned. If the group does wish to continue to use them, then I would like it recorded in the minutes that they remain my property and not the property of the SCA and when they are no longer required they be returned to me.

### **3. Lace insert linen apron, Abertridwr A&S championship item.**

I have been made aware that some championship items have been returned to their creators. Unfortunately I was not asked if I would like my item returned prior to it being listed as an asset of the group. If it is possible to do so, I should like the apron returned.

Apologies for not being able to attend the meeting. Should there be questions or further discussion required I am happy for the item to be deferred until the next meeting. I would however request that prior to items being added to an asset register in future, the creator of the item in question be contacted to ascertain ownership of said item to avoid future confusion.

Yours in Service  
Lady Rose [Pennyngton]

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Attachment C

## Event Proposal for 'Pendragon Camping Event 2021'

5-7 June 2021 @ Wandri

**Event team:**

Co-Stewards: Blackglove and Gumuuinus

Bookings Officer: Gumuuinus

Constable-in-Charge: TBA

**Proposal:**

An invitation is extended to tutors local and from the Eastern States to share their knowledge and introduce new ideas to the Western Shores. Camping, feasting and teaching will be the core of the event. The event is Arthurian themed with Anglo-Saxon garb encouraged. There shall be a Hunt for the Pendragon (to be discussed among stewards as a surprise for attendees).

Tournaments of rapier, rattan and archery shall be held to test local skills against each other and the eastern visitors. Heraldic demonstrations, pomp and ceremony, and consorts shall be encouraged across every discipline.

Site opens at midday Friday for set up of encampments which will be pre-determined and allocated with marked areas. Soup kitchen for Friday night. Fire rattan tourney to be held, but could also consider holding a fire rapier tourney that night as well.

Children's games, A&S competitions not requiring documentation, archery and boffer shall be a focus for the Youth, with prizes given not only to those who show great promise on the field, but also those who show humble service and chivalry during the activities and weekend.

Once this proposal is accepted the co-stewards shall begin liaising with and advertising for volunteers for the varied roles indicated below.

**Timetable Coordinator:** TBA

A full timetable will be constructed for distribution one month prior to the event after consultation with Their Excellencies, Their Majesties (if attending) and instructors.

The timetable will include a Fire Tourney, War, Armoured Rattan, Rapier, Archery and Children's Tournaments as indicated as preferences by the Town Hall Meeting held in 2019.

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**Teams:**

**Food Team**

<b>Feast-o-Crat in Charge</b>	TBA
<b>Friday Night Soup Kitchen</b>	TBA
<b>Saturday Breakfast</b>	TBA
<b>Saturday Lunch</b>	TBA
<b>Saturday Dinner</b>	TBA
<b>Sunday Breakfast</b>	TBA
<b>Sunday Lunch</b>	TBA
<b>Sunday Dinner</b>	TBA
<b>Monday Breakfast</b>	TBA

**Martial Arts Team**

<b>Marshal in Charge</b>	TBA
<b>Fire Tourney</b>	TBA
<b>War</b>	TBA
<b>Rattan Tourney</b>	TBA
<b>Rapier Tourney</b>	TBA
<b>Archery Events</b>	TBA
<b>Boffer Tourney</b>	TBA
<b>Youth Activities</b>	TBA

**Arts and Sciences Team**

<b>A&amp;S in Charge</b>	TBA
<b>Class Tutors and Timetables</b>	TBA
<b>Competitions</b>	TBA

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**Budget/costings:**

The known outgoings are:

- Site \$260.00 (+\$1000 deposit)
- Kingdom Levy \$1.00/person/day (max \$4 per event)

No ground fee is required due to hiring of hall. It should be noted that last Council saw the consideration of a \$1000 deposit held in trust by Wandu Progress Association for the hire of the hall. Should this be established then this deposit will not be required.

\$8500 has been required in the past to cover deposits and costs, however with good rapport established with some providers, payments could be made after the event.

Part of this initial outlay also includes paying for the flights for the tutors of A&S and Heavy, and possibly Crown, from Eastern States. It should be noted that airfares are cheaper if arranging 12 months prior to the date of flying, so it is part of a cost saving venture to advertise for tutors earlier, and maintains the pricing structure from previous years.

Bear in mind that the missive regarding the disbursement of funds and assets of Abertridwr noted that Kingdom Funds may be allocated toward the Crown's visit to such an event, with the proviso that all Seneschals of the Western Shores should be in agreement. This would further decrease the outlay of the group and such savings could then be passed on to the attendees via reduced rates.

Rubbish collection may need to be required as rubbish exceeded the capacity of the bins provided at the 2019 event.

If spit roasts are proposed instead of feasts then requirement for additional ovens is minimised.

Application for LotteryWest grants could be a possibility, as are submissions to Fighter Auction for funds. Securing such funds will assist with payment of deposits, flights etc and ultimately will go toward reducing the rates for attendees. Upon support of this proposal, such applications shall be submitted.

**Pencampwr Attendance History & Predictions**

2019	2018	2017	2016	2015	2014
185	104	86	101	104	
<b>Profit</b>	<b>Profit</b>	<b>Profit</b>	<b>Profit</b>	<b>Profit</b>	<b>Profit</b>
?	<b>\$2,296.31</b>	<b>\$2,775.29</b>	<b>\$1,910.86</b>	<b>\$2,088.25</b>	<b>\$3,201.13</b>

\*Profit is minus kingdom levies but still has event insurance in total.

\*Attendance is Adults Only



**Predicted 2021 Attendance Breakdown:**

<b>Aneala</b>	<b>30</b>
<b>Dragons Bay</b>	<b>35</b>
<b>Black Dogs</b>	<b>20</b>
<b>Merritt Skieg</b>	<b>2</b>
<b>College of St Basil</b>	<b>10</b>
<b>Interstate Travellers</b>	<b>4+</b>
<b>Total</b>	<b>101</b>

These figures are based on known travellers from the eastern states whom accompany the Crown or regularly attend this event in general. The above also does not take into consideration new attendees or children.

**Pencampwr/Winterfest Charge Rates 2019:**

**Whole Event:**

	<b>80</b>	<b>100</b>	<b>120</b>
<b>Adult</b>	\$95.00	\$95.00	\$95.00
<b>Child (10-17)</b>	47.5	47.5	47.5
<b>Under 10</b>	<b>Free</b>	<b>Free</b>	<b>Free</b>
<b>Family Rate 1 2 x A, 2 x C</b>	\$250.00	\$250.00	\$250.00

**Based on Under 10 Free:**

**Day Rate**

	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>	<b>Monday</b>
<b>Adult</b>	10.00	\$45.00	\$50.00	15.00
<b>Teenager (13-17)</b>				

<b>Child (7-12 / 10-17)</b>	\$5.00	\$22.50	\$25.00	\$7.50
<b>Under 6 or 10</b>	<b>Free</b>	<b>Free</b>	<b>Free</b>	<b>Free</b>
<b>Family Rate 1 2 x A, 2 x T</b>	\$25.00	\$120.00	\$130.00	\$40.00

**All rates are for members of the SCA. Non-Member Adults incur an additional \$10.00; minors: \$5.00**

It is an option to include \$5.00 to all ticket prices to pay for non-member insurance, or add the additional charge to non-members only.

The Baron and Baroness of the Barony of Aneala would be invited, with their costs covered and an invite to hold Court within the Royal Court.

Bookings will be required, especially for feasts and camping. Day trip payments shall be allowed at the door. Early-bird payments are proposed, adding \$20 per tier up to the date of the event.

Payment plans will be available upon request through the Bookings Officer.

**Considerations:**

- Budgets have been calculated on attendance of 100 for break-even of event costs.
- Only 4 have been accounted for as travelling from the east coast of Australia being the Crown and two instructors but predict a few more will attend as well.
- Budget shows 'Wandi storage' as an outlay but this cost is now minimised by the Dragons Bay weekly training charge of +\$1/person attending.
- Budget shows a marquee including delivery and associated infrastructure, which may not be required if feasts are not part of the timetable, or if feasts can otherwise be accommodated in the Wandi Hall or Pavilion.
- Event entry fees for the Crown, Baron & Baroness, and interstate instructors are free of charge.

<b>Accommodation</b>		<b>Main Oval and Surrounding Clubrooms</b>					
Adult/night							
Child/night							
Day							
<b>Food</b>		<b>Fri</b>	<b>Sat</b>	<b>Sun</b>	<b>Mon</b>		
Breakfast			3.00	3.00	3.00		
Lunch							
Dinner		3.00	10.00	15.00			
<b>Total Food Cost</b>	<b>37.00</b>						
<b>Attendance</b>		<b>80</b>	<b>100</b>	<b>120</b>	<b>Adult Saturday</b>	<b>Adult Sunday</b>	
Accommodation	1000.00	12.50	10.00	8.33	5.50	5.50	
Food	37.00	37.00	37.00	37.00	10.00	15.00	
Kingdom Levy	4.00	4.00	4.00	4.00	1.00	1.00	
Cool Room Hire	340.00	4.25	3.40	2.83	2.15	2.15	
Oven Hire	415.01	5.19	4.15	3.46	2.60	2.60	
Gas Bottles	100.00	1.25	1.00	0.83	0.65	0.65	
Marquee inc delivery	1160.00	0.00	11.60	9.67	5.80	5.80	
Tables x 10 (16.00ea)	160.00	0.00	1.60		0.75	0.75	
Chairs x 100 (2.00ea)	200.00	0.00	2.00		1.00	1.00	
Tables x 12 (16.00ea)	192.00			1.60			
Chairs x 120 (2.00ea)	240.00			2.00			
Flight Instructor A&S	600.00	4.69	6.00	5.00	2.35	2.35	
Flight Instructor A&S/Heavy	600.00	0.00	6.00	5.00			
Flight King & Queen		9.38	0.00	0.00	4.70	4.70	
Childrens Packs (10,10, 20)	8.00	1.00	0.80	1.33	0.50	0.50	
Decoration Budget	2.00	2.00	2.00	2.00	1.00	1.00	
Wood	100.00	1.25	1.00	0.83	0.50	0.50	
Fire Tourney	200.00	2.50	2.00	1.67			
Event Tokens	1.00	1.00	1.00	1.00	1.00	1.00	
Wandi Storage	400.00	5.00	4.00	3.33			
GST		8.64	8.64	8.64	4.09	4.55	
GST returned on expenses		-4.09	-4.78	-4.14	-0.99	-0.99	
Contingency							
Event cost ex Gst		95.55	101.41	94.38	42.60	48.05	
<b>Event Price inc Gst</b>		<b>95.00</b>	<b>95.00</b>	<b>95.00</b>	<b>45.00</b>	<b>50.00</b>	
<b>Profit</b>		<b>-43.65</b>	<b>-640.92</b>	<b>73.99</b>			

Attachment D

## Event Proposal for 'Pages and Pagentry'

20 - 22 March 2020  
Wandi



Steward: Blackglove

A camping event at which to display your heraldry and lend your support to recognising and feteing the efforts of all those participating in our various arts, sciences, martial activities.

Set up Friday night, event opens Saturday morning and closes Sunday afternoon.

Fully catered with more details forth-coming. A good chance to sort that camping gear out for the June Long Weekend extravaganza commonly called "Pencampwr".

There shall be a heraldic team melee rattan tourney sub-stewarded by Kane.

Costs:

\$50/adult.

\$30 for kids.

Under 6 free.

Those attending the event would therefore be subsidising children attending.

Breakeven: 30 adults.

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