



MINUTES

OF THE CANTON OF DRAGON'S BAY COUNCIL HELD IN THE WANDI COMMUNITY CENTRE CLUB ROOM, WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI ON SUNDAY, 10 NOVEMBER 2019 COMMENCING AT 12:31PM

<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		✓	
Sigmund Gabrielis - Deputy Reeve	✓		
Blackglove - Herald & Deputy Chatelaine	✓		
Galen Wulfric - Knight Marshal		✓	
Skjaldadís Bragadottir - Arts & Sciences Officer			✓
Gumuinus 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 Gumuinus de Eggafridicapella - "Under the rule of women entirely great, the pen is mightier than the sword."

IN ATTENDANCE:

Brutus Cornelius Augustus

APOLOGIES:

Susannah Scarlet

Imar mac Mailcollum

Sibyl Fir Gail

Kane Greymane

Rhianwen ni Dhiarmada

Elizabeth Rowe

Agostino Tamburri

Richard Ferrowre

Pantero Pantera di Valembrosa

1. APOLOGIES AND LEAVE OF ABSENCE

Apologies as noted above.

Skjaldadís Bragadottir has leave of absence from 25 September to an unknown date.

Gumuuinus de Eggafriðicapella has leave of absence from 16-24 November 2019.

2. CONFIRMATION OF MINUTES

[Recommend:](#)

Minutes of the Canton of Dragon's Bay Council Meeting held on 20 October 2019 be confirmed.

Moved: Blackglove

Seconded: Avalon

3. OFFICIAL STATEMENTS

3.1 Baron & Baroness of Aneala

No attendance due to the Einherjar held the day prior. We wish them a speedy recovery and hopefully see them at Champion of the Bow. The Baron exemplified noble behaviours in the war scenarios and was an inspiration to the fighters on the field, while the Baroness assisted newcomers and old hands with Arts and Sciences in the hall.

3.2 Seneschal of Aneala

No news from Aneala as their Council meeting is next week.

3.3 Seneschal of Abertridwr

Seneschal of Abertridwr is an apology.

3.4 Seneschal of Dragons Bay

No news to give from Anealan Council as their meeting is next week.

4. JUNE 2020 COMMITTEE UPDATES

4.1 June 2020 Long Weekend Updates

The Committee for the June 2020 Event is composed of:

- Seneschal of Aneala
- Seneschal of Dragons Bay
- Baron and Baroness of Aneala
- Most recent past Seneschal of Abertridwr

Town Hall Meeting could be held at either:

- The Last Drop, Beeliar on Sunday 1 December 2019 at 12 midday
- Wandri Pavilion on Saturday 7th December 2019 at 9am (quoted \$20/hour)

A poll shall be posted on Dragons Bay Facebook page asking members to advise of their preferred meeting date. The date with the most votes after one week of canvassing shall be the one that the Town Hall Meeting will be held upon.

A survey of the members will be conducted. Lady Devine advised of the technology available to allow live interaction and feedback to questions posed. This technology has been tested in a small test group.

Questions are being formed by the Committee to present to the populace at the Town Hall Meeting. An agenda will go out for populace to consider prior to the event.

Devine Winter has been calling for submissions on ideas and continues to ask for submissions to be sent via seneschal@dragonsbay.lochac.sca.org so that people's thoughts can be documented.

Recommend:

Dragons Bay Council supports:

- 1) The booking of Wandi Pavilion at \$20/hour for 5 hours (total \$100) and deposit for the purposes of the Town Hall Meeting**
- 2) The payment of \$80/month (USD) for the PollEverywhere technology to allow for live surveying of populace**

Moved: Andy

Seconded: Avalon

5. BUSINESS ARISING FROM MINUTES

5.1 Officer Positions

Devine Winter encourages deputies for all Officer positions.

12:43pm - Skjaldadís has advised of her apology via DB Officer Chat and cannot phone in due to the time frame.

Recommend:

Dragons Bay Council notes:

- 1) Brutus Cornelius Augustus is appointed as Deputy Herald**
- 2) Rhianwen ni Dhiarmada has rescinded her position as Deputy A&S Officer**

Moved: Gummi

Seconded: Devine

5.2 Knowne World Handbooks

Further to the discussions regarding the Knowne World Handbooks at Council's meeting on 20 October (Item 9.4), Avalon advises: "I also looked into gaining copies of the Known World Handbook and after learning postage was ridiculous, I have sent inquiries into alternative, (read - less expensive) ways of getting some."

Avalon advises that each book is \$25, with a discount applied if 10 books are purchased (\$23 each). 10 books however has a shipping charge of \$115, bringing the total cost to \$345.

Avalon advised that her contact advised to put the order directly to the US Board of Directors. The actual cost of shipping via BoD is \$116.52. Thus ordering from the website is the best method.

It could be considered to purchase 10, with the intention to maintain 5 for loan in the library and on-sell 5 at cost, including postage.

Avalon has also proposed for Australian BoD to make a large order directly with US BoD so that there is a large stock through Kingdom.

Brutus proposed perhaps someone who is traveling to the US could bring back stock, with Dragons Bay paying for the extra baggage.

Council supports looking at the Abertridwr and Dragons Bay stock to consider what books are available. It was determined that there is one copy of 4th edition in Abertridwr's stock.

Recommend:

Dragons Bay Council supports:

- 1) Avalon of the Isle contacting the Lochac Board of Directors for stock from the American Board of Directors**
- 2) Avalon of the Isle makes the order for 10 copies of 4th edition 'Knowne World Handbook', or any alternate best deal possible after liaising with Anealan Chatelaine**

Moved: Devine

Seconded: Bethra

7. ACTIONABLE ITEMS FROM PREVIOUS MEETINGS

ACTION	BY	STATUS	ITEM	MEETING
Storage facilities payment	Sarah	Ongoing	6.1	21/07/19
Purchase of scribal items for Seneschal Citations (Kingdom Fund)	Devine has delegated to Gummi	Ongoing	8.18	21/07/19
Organisation of signatories	Sarah	Ongoing	6.2	18/08/19

Business cards and flyers	Gummi & Galen	Ongoing	6.7	18/08/19
Newcomer packs for Website	Gummi	Ongoing	8.4	18/08/19
Updating Order of Precedence	Blackglove & Gummi	Ongoing	8.6	18/08/19
Assets to be marked SCA Ltd - ongoing pending Abertridwr assets	Council	Ongoing	5.1	21/7/19
Asset Register to be digitised - ongoing pending Abertridwr assets	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	Skjaldadís	Ongoing	9.1	15/9/19
Draft policy of Regalia Committee for Council consideration	Skjaldadís	Tabled	9.1(2)	15/9/19
Regalia for Dragons Bay Champions	Skjaldadís	Tabled	9.4	15/9/19
Period Toybox	Skjaldadís	Tabled	9.7	15/9/19

Brutus asked if we should have a newbie weekend, newbie day for helping newbies to make bits and pieces that contribute to their outfit, eg belt pouch etc.

Andy advised that there is scope for shutting down archery over summer, so training could become A&S workshops for such ideas.

Liduina stated that people can stay after training or be in the clubroom during archery. It is proposed workshops could be from 9am to 2pm, or remain to 5pm on an 'as needed' basis. However Liduina will be in the clubrooms from 9am regardless. Brutus suggested having an artisan come and visit, to which Devine advised this suggestion would be tabled.

Discussion was held regarding the keys, to which it was decided whichever responsible officer/s are locking up can keep the keys and ensure they are handed over to the Group Constable or be available to open the storeroom/s at 9am the following Sunday. The keys would then be returned to the Group Constable at a mutually convenient time. It is proposed to trial this for a couple of months.

Recommend 'en bloc':

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

Moved: Brutus
Seconded: Avalon

8. OFFICER REPORTS

ATTACHMENT	REPORT	NOTES
1.1	Reeve	
1.2	Art & Sciences Minister	
1.3	Knight Marshal	No report submitted.
1.4	Herald	Report submitted verbally.
1.5	Group Constable	
1.6	Chronicler	
1.7	Captain of Archers	Report submitted verbally.
1.8	Chatelaine	
1.9	List Keeper	No report submitted.
1.10	Chirurgion	
1.11	Web Minister	
1.12	Seneschal	

8.1 Officer Reports

Round-table discussion with Officers was held.

Liduina asked if one of the Deputy Chatelaine's is a 'Gold Key' who is in charge of loaner gear eg. garb and feasting gear. Avalon may consider this structure later, as her deputies are also doing other duties.

Gummi also advised the library have audio books available that are fictional but medieval-based. Avalon advised there is also an LP that Lealann donated of medieval music.

Discussion was held about the lending of garb to newcomers for patterning etc. Liduina and Bethra advised that there has been a history of people borrowing things and not being returned to them. As there is good garb in the loaner gear, Council was not supportive of people borrowing such for long periods of time.

Blackglove talked about losing garb, and still retain members, and finding that balance point. He raised how loaner armour would be lent out but not returned.

Blackglove advised that armour doesn't get returned, it seems to only be the loaner garb that is discussed.

Liduina advised the loaner garb should be used on site.

Devine advised that garb can be a very difficult barrier to overcome, especially with varying sizes. Devine advised that if we can provide good gear and people feel good then they have a connection. Devine asked if we give the benefit of the doubt and risk losing garb, and if we lose too much then we review this.

Devine said that she was taking photos of people in the garb so that they have documented evidence of the garb.

Bethra posed the idea of a bond for loaner gear. For easy to replace items such as T-Tunic's etc there may be no requirement for bond, but could do a \$25 bond for more high quality garb. This helps people to place value on the items they are borrowing, and encourage care and return of them.

Avalon will organise the iron-on tags for Dragons Bay SCA LTD, with 'Bonded Item' if required. She will price the cost and seek reimbursement.

Avalon advised if you wanted to loan your personal garb then that is another option and would not need the same processes around it.

Devine suggested to take a photograph of the person in the garb (with consent), and take down their name and address.

Recommend:

Dragons Bay Council confirms receipt of Officer reports as attached.

Moved: Gummi
Second: Devine

9. GENERAL BUSINESS

9.1 *Officer Roles and Responsibilities*

Devine advised:

"We take on a role and we are all volunteers - we are passionate about the SCA and our role. For example, Mistress Liduina is passionate about her role and paperwork and legalities; Avalon is passionate about supporting newcomers; Backglove has his mind firmly wrapped around heraldry. These people become our experts and take on responsibility for what happens under that role.

As Seneschal, I may overrule, or make a motion for something to happen a certain way. If I choose for something to happen, it is not without consideration and thought, and at the end of the day I have considered this and am responsible for it. If you could do me the courtesy and respect, and others if they make a decision, then that would be appreciated. If you have done this role, you may council them, however that is the limit of scope to ensure people can take responsibility for their own roles.

As we are much like family, we can sometimes seem to the public and newcomers that our way of communication is harsh or disrespectful, so it is good to be aware of how this is perceived.

Richard made comment at how strong Dragons Bay is, the robust discussions had, and Devine advises of her appreciation of the Officers stepping up and volunteering.

So please remain mindful of the audience and forum we have around us.”

In regards to communication, Devine asks that regards to the ‘DB Officer Chat’ to try to treat people with respect and courtesy. Devine advises:

“We need to be patient, understanding and mindful the way you write.”

Bethra noted it is best to interpret words in the positive.

Recommend:

Dragons Bay Council notes the Office roles and responsibilities.

Moved: Gummi

Seconded: Devine

9.2 *Grievance Procedure*

This item is raised by Devine Winter. She reminds people that there is a procedure in place. Devine Winter advised of the process. The Grievance Procedure will be on the Facebook Page and in the Minutes, and people should be referred to this.

Bethra asked where the Grievance Procedure was. Gummi advised the three sources (see attachments).

Refer to Attachment A - “Grievance Procedure” (page 38)

Recommend:

Dragons Bay Council notes the Grievance Procedure.

Moved: Gummi
Seconded: Devine

9.3 *Facebook Processes*

Avalon raised this item. A copy of the Social Media policy was handed out to those in attendance. Since opening the Facebook group as public, Devine and Avalon have been the two moderators.

If something comes up on this page, then the moderators are legally liable. Because of this, Devine and Avalon consult with one another and make a judgement call. They may delete or hide something, however screenshots are taken to document in case a report needs to be made.

Sigmund left the meeting at 2:16pm.

The moderators need to action things very quickly, and as such they may not have the opportunity to bring this up in the 'DB Officer Chat' for discussion prior. Moderators can be held legally liable for any situations that may arise.

Bethra asked if there is a list of things that are deemed as unacceptable. Council advised they are guided by the SCA Policies in this regard.

Brutus asked, "if there are 100 people who support a meme, and one person was offended, then is this to be removed?" Bethra advised that if it is interpreted as reasonable by 99% then it may be ok to remain.

Avalon advised on this point:

"As a moderator of the FB page, I handled a report made on a post this month. This, and the new growth of our group, has brought attention to the need for policies to be made on acceptable behaviour while using the DB FB page I'd like to suggest that we add and advertise a rules section outlining the expectations we have for our members and how they should conduct themselves in regards to disputes. This can include a link to the Code of Conduct of the SCA Ltd Australia. <https://sca.org.au/code-of-conduct>. It can also include the consequences if rules have not been abided.

It is my view that the DB page is to be used only for the sharing of ideas, events and information about or related to our game. If someone makes a post that you feel is inappropriate or not related to our group, then you should notify a moderator so that it may be mediated between the two parties involved. The DB page is not a forum that should be used as a battle ground."

Bethra noted the Social Media Policy, and Devine asked if Bethra could put together a Digital Code of Conduct of Behaviour. Bethra is of the position of ensuring people feel welcomed and not offended, but also ensuring people are heard.

Brutus gave a scenario, and Bethra suggested this would be the role of the moderator to consider if the offence was meant genuinely, or is it that the offence occurred when no-one could have reasonably known about that situation and that person may need to seek further counselling.

Avalon asked if Bethra would like to be a moderator due to her qualifications. Bethra accepted this.

As discussed at Council's meeting on 21 July 2019 (Item 8.4):

Dragons Bay Council support the process of Administration (Dragons Bay Council Officers) to:

- 1) Not delete posts and/or comments on the Facebook group 'Canton of Dragons Bay' unless otherwise discussed and agreed with by other Officers (50%+1) via the Dragons Bay Officer Chat group on Facebook Messenger
- 2) Amend posts with 'edit' or other such notation to advise of changes made
- 3) Hide offensive comments and posts rather than delete
- 4) Take screenshots of contentious issues to document discussions and for future investigation

Further, at Council's meeting on 18 August 2019 (Item 8.1), it was resolved:

Dragons Bay Council supports changing the privacy settings to 'Open' with the option of enabling moderators to screen potential members.

Refer to Attachment B - "Social Media Policy" (page 41)

It is timely for Council to review these processes and consider the SCA Social Media Policy to ensure adequate scope is provided to moderators and users of the Dragons Bay Facebook forum.

Recommend:

Dragons Bay Council makes the following amendments to its Facebook processes:

- 1) **Bethra to be a moderator of the Dragons Bay Facebook page**
 - 2) **Bethra to put together a Digital Code of Conduct of Behaviour**
 - 3) **Moderators can make a judgement call with only consultation occurring among the moderators, without needing to refer to 'DB Officer Chat' due**
-

to the legal liability of the moderators and to ensure timely action is taken

Moved: Avalon
Seconded: Devine

9.4 *Officer Support*

Volunteers and the organisations and communities that they serve have a shared responsibility to “provide volunteers with appropriate training, regular evaluation, and recognition.”

In this context, the Seneschal has compiled a survey for all Warranted Officers to complete by next Council Meeting. This ensures the Seneschal can respond to individual requests for support and advice, providing a forum for one-on-one consultation to ensure adequate support and training is provided, that barriers are overcome, and that capacity is built.

The Seneschal is committed to ensuring that the voluntary Warranted Officers of Dragons Bay feel supported in:

- Building a healthy, sustainable community that respects the dignity of all people
- Empowering people to exercise their rights as human beings and, thus, to improve their lives
- Helping solve social, cultural, economic and environmental problems
- Building a more humane and just society through worldwide cooperation

Liduina asked where the survey would be found. Devine advised she would supply the survey individually with information packs attached for each Office. It is an open discussion point between Officer and Seneschal.

Liduina advised in the 30 years she has been in the SCA, this is the first time a Seneschal has stood up and said, “I’m here, I’m here to support you if you need it.” Kudos to you, Lady Devine. Dragons Bay stands or falls on the strength of its people.”

Huzzah and applause around the table for Devine Winter for demonstrating initiative in support of the Council Officers.

Blackglove says, “It sets an excellent framework going forward and for new people there is a guide they can follow.”

Recommend:

Dragons Bay Council supports the growth and capacity-building of its Officers via the survey to be completed prior to the next Council meeting.

Moved: Avalon
Seconded: Liduina

Devine and Bethra left the meeting at 2:45pm.

9.5 City of Rockingham Display

The Mary Davies Library and Community Centre is running a four week course on the basics of calligraphy, starting on Wednesday, 13 November, 9:30am-11:30am.

Blackglove has contacted the library to consider a medieval display which would showcase Dragons Bay's arts and sciences, with a focus primarily to compliment the calligraphy course. The library advised they could not organise this at this time.

Blackglove suggests an 'adopt a library' process to put up posters and rotate them out, as passive advertising. Particular libraries or particular posters may perform better. The idea is to have a poster left up for a month, remove the poster and bring it to Council so that they can swap it out for another.

Liduina says that such a method doesn't pay dividends in regards to recruitment.

Blackglove says that it helps with branding as he states we market as 'their local medieval group.' This is a very passive subsidiary benefit that we may never see the benefit of, but assists when competing against the other medieval groups.

Devine returned to the meeting at 2:48pm.

Brutus asked if there is significant foot traffic in libraries these days. Liduina advised older people frequent them; Devine advised single parents with children will visit; Gummi advised people will hire meeting rooms as well.

Bethra returned to the meeting at 2:51pm.

Brutus asked if people could read books whilst in garb or do illumination works at the library to assist with marketing and community engagement.

Blackglove advised there can be limited opportunity if the execution of library engagement is poorly timed. We could coincide with other events such as Highland Gathering in ensuring there are posters in Armadale library and surrounds in the lead up to this event.

Recommend:

Dragons Bay Council supports Blackglove coordinating the creation of posters.

Moved: Brutus
Seconded: Bethra

9.6 *Christmas Break*

Historically training ceased over the course of Christmas and New Years. Liduina advised traditionally DB closed after its last event (typically Yule) and re-open after All Thing.

Brutus advised that December and January is less hot than February.

Liduina stated that some people go away for Christmas and New Years break.

Andy stated that at least 3 people need to attend for him to hold training.

Blackglove supported that Christmas and New Years training should be cancelled.

Andy states as Captain of Archers he will not have training on Australia Day.

Bethra advised that a break for Officers would be beneficial.

Devine advised that the three Sundays would be: 15, 22, 29 December. As Dragons Bay market ourselves as an affordable family-friendly activity, Devine would like to provide that opportunity to families, for example, holiday open day with a focus on family and children.

Andy is happy to engage people on Facebook to gauge interest and may require other Officer support eg. Constable, Marshal.

Recommend:

Dragons Bay Council supports continuing training during the Christmas and New Years break.

Moved: Andy
Seconded: Gummi

9.7 *Receipts*

Refer to Attachment C - 'Receipts' (page 42)

Purchases for the following have been made:

- Pewter for the creation of Wayfarer Badges (Item 9.5 of Council meeting on 20 October 2019)
-

- Carpet runners for Baronial presence
- Chocolates for Yule Games Day
- Thread for largesse to be presented to Crown
- Provisions for demo's

Recommend:

Dragons Bay Council supports:

- 1) The reimbursement of \$147.89 to Devine Winter for the purchases as per Attachment C**
- 2) The reimbursement of \$40.12 to Gumuuinus de Eggafriacapella for the purchases as per Attachment C**
- 3) The reimbursement of \$9.00 to Sorcha ingean Uí Bhradagáin for the purchases as per Attachment C**
- 4) The reimbursement of \$100.00 to Avalon of the Isle for the purchases of the loom for Dragons Bay as per Attachment C**

Moved: Bethra
Seconded: Andy

9.8 *Yule Feast*

Kane Greymane is steward of the event, with Rhianwen as the Bookings Officer and Feastocrat. The event is to be held on 14 December 2019 with set-up starting at 9am. Yule Feast itself is to start at 6pm.

Bookings are required as the feast would be catered. Bookings are not required for those attending the day events only. Lunch is potluck, with a dragon-inspired Open A&S competition - no documentation required - only the name of the dish and ingredients (for dietary requirements) are needed. There are three age categories to accommodate youth and adults. The winner is determined based via popular votes.

Members of the Cooks Guild are invited to submit dishes as part of their quest toward Mastery. Budget, costings and subsidising of the event by Dragons Bay were discussed at length in 'DB Officers Chat' with 10 votes supporting the event and subsidised costs.

Refer to Attachment D for event budget details (page 47)

Recommend:

Dragons Bay Council supports the Yule Feast as proposed.

Moved: Gummi

Seconded: Brutus

9.9 *Dragons Bay AI Thing*

The AI Thing is generally held in January every year. All are invited to bring ideas and initiatives. Council seeks input from its members on the date and place to hold this meeting. The AI Thing is proposed for 19 January 2020 at 10am.

Blackglove noted this should not be referred to as an Annual General Meeting, as such meetings are associated with dissolving the Committee and electing new members.

Liduina stated that Council business from December cannot be carried into the AI Ting, but should be carrying over from AI Thing. Therefore items outstanding from December Council 2019 would carry forward to February 2020 Council.

Recommend:

Dragons Bay Council supports holding the AI Thing:

- 1) **On 19 January 2020**
- 2) **9:30am arrival for 10am start**
- 3) **Held in Wandí Clubroom**
- 4) **Potluck lunch**
- 5) **There will be no charge for attendance - Dragons Bay will cover the ground fee**

Moved: Avalon

Seconded: Andy

9.10 *Deputy for Demonstrations*

Brutus suggested there be a group of people who organise demonstrations. He accepted the proposal to be Deputy to Chatelaine as the 'Deputy for Demo's'. Resources required for demo's, for example coolers, etc, would be tabled until the Abertridwr assets had been assessed.

Recommend:

Dragons Bay Council supports Brutus Cornelius Augustus as Deputy to Chatelaine as 'Deputy for Demo's'.

Moved: Gummi

Second: Devine

10. EVENTS IN PREVIOUS MONTHS

<i>Event Title</i>	<i>Date held</i>	<i>Steward report received by Seneschal</i>
Naragebup Festival	26 October	✓
IKAC & Zombie Novelty Archery Shoot	27 October	✗
Dawn of the King	2 November	N/A
Baldivis Country Fair Demo	2 November	✗
Pride Fair	2 November	N/A

11. 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>Champion of the Bow</i>	Avalon	Avalon	No	No	Yes	Flyer. FB event.
<i>Dragons Games Yule Feast</i>	Kane Greymane	Bookings: Rhianwen Feastocrat: Rhianwen	Yes	Yes	Yes	Flyer. Booking form. FB event.
<i>Italian Valentine's Feast</i>	Slaine	Feastocrat: Slaine	Yes	Yes	No	None.

12. UPCOMING EVENTS

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

<i>Event Title</i>	<i>Date</i>	<i>Host Group</i>
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Champion of the Bow	17 November	Dragons Bay
RekkrÞing	23 November	Aneala
Pride Parade	30 November	Aneala
Toys for Tots	30 November	Aneala
Town Hall Meeting for June 2020 Event	1 or 8 December	Dragons Bay
Dragons Games Yule Feast	14 December	Dragons Bay

2020

*Dragons Bay Al Þing @ 930am	19 January	Dragons Bay
*Italian Valentine's Feast	15 February	Dragons Bay
*DBOO Part 2	May	Dragons Bay

2021

Roman Immersive Experience (Dum in Urbe)	March	Dragons Bay
*May Crown (proposed bid)	May	Aneala
*A Knight to Remember	TBA	Dragons Bay

13. NEXT MEETING

15 December 2019 to be held at Wandí Clubrooms at 12pm.

14. MEETING CLOSED

Meeting declared closed by Chair at 3:14pm.

CANTON OF DRAGON'S BAY COUNCIL SUMMARY OF ATTACHMENTS JUNE 2019		
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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 18 th October 2019		\$3,042.74
Date		Expenses	Income	Balance
21 October 2019	██████████ - Training & Council 20-10		\$3.00	\$3,045.74
25 October 2019	Training & Council 20-10		\$55.00	\$3,100.74
28 October 2019	██████████ - IKAC Zombie Shoot 27-10		\$4.00	\$3,104.74
30 October 2019	Gate Takings - IKAC Zombie Shoot & Naragebup Demo		\$128.00	\$3,232.74
31 October 2019	Interest		\$0.26	\$3,233.00
7 November 2019	Training 3-11		\$46.00	\$3,279.00
8 November 2019	██████████ - Training 3-11		\$4.00	\$3,283.00
11 November 19	Hire & Use of Wandu For October 2019	\$121.00		\$3,162.00
Closing bank balance 8th November 2019				\$3,162.00

Xero & Dropbox:

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

Hire of grounds and utilities:

\$45.00 for 3 hours use of the grounds and facilities at Wandu on the 13th of October 2019
\$32.00 for 16 adults for the grounds and facilities at Wandu on the 20th of October 2019
\$44.00 for 22 adults for the grounds and facilities at Wandu on the 27th of October 2019

Minutes to be signed: October 2019

Sigmund advised that there is a need to be sure there are no other monies held outside the account apart from the \$100 key bond. Sigmund shall chase up the receipt from Wandu Progress Association.

Devine asked Sigmund to take back to Sarah and the Reeves if it is possible for Dragons Bay to keep a bond on the Wandu Hall (deposit of \$1000).

Attachment 1.2

Report for Arts & Sciences Minister

Arts & Sciences Officer 	Skjaldadís Bragadóttir saviobriion@gmail.com SCA Membership No. 84440 (expires June 30 th 2020)
Office commenced	May 2018

Devine appointed Rhianwen as my deputy on October 8th to handle A&S for the Canton in my absence. I spoke to Rhianwen and informed her that my existing ongoing A&S projects had been scrapped by Council decisions and that she was free to start other projects for the Canton. I have not received any updates regarding planned A&S activities since, and so cannot submit a full report.

Yours in Service,

Lady Skjaldadís Bragadóttir

Attachment 1.3

Report for Knight Marshal




Knight Marshal's Name: THL Galen Wulfric
Member No: 83612

No report given.

Attachment 1.4

Report for Herald

Group Herald Dragons Bay Pursuivant 	Peter D'Gaunt Noir herald@dragonsbay.lochac.sca.org SCA Membership No. 28429 (expires 30 June 2020)
Office Commenced	July 2019
Last report upline	15 September 2019
Last report to Council	20 October 2019
Current Deputies	Brutus Cornelius Augustus Gummuinus de Eggafridicapella Andy of Dragons Bay

Thinking about getting a personal coronet.

As discussed, there are 3 other heralds: Brutus is executive deputy, Andy is a Herald at Large, as is Gummi. Bethra is also keen to become a voice herald.

Blackglove asks Council about the device: to avoid losing the opportunity, it could be registered as a badge without a wreath, locking in the heraldry to Dragons Bay. Conflict checked via Lochac Heralds Page and Blackglove's upline; no conflict has been found.

Avalon asked about a badge versus device.

Liduina had the two badge options to show Council - 2 dragons combatant or back to back

Unanimous support for the registering:

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

Devine asked for the populace to please create banners, register your names, devices, etc. Helps to create a nice atmosphere to the events. Blackglove has suggested silk banners which do not need to have your device on it, but could have other elements.

Attachment 1.5

Report for Group Constable



SCA Name: Mistress Liduina de Kasteelen van Valkenburg
SCA Mem. No: 80569 (Exp. 31/03/2020)

All monies collected from Training and Events have been deposited into the Canton account and paper work sent to the Reeve.

Attended Archery training most Sundays at Dragon's Lair.

Ad hoc A&S session held at The Lair most Sundays, now that the tariff for the use of Wandí has been lowered to \$2 per adult per attendance.

6 Oct: Highland Gathering Demo at Minnowarra Park, Armadale.
13 Oct: Training at Wandí
20 Oct: Training, followed by DB Council.
26 Oct: Naragebup Eco Centre Demo, Rockingham.
27 Oct: IKAC & Zombie Shoot, Wandí.
2 Nov: Baldivis Country Fair Demo, Baldivis.
3 Nov: Training & A&S, Wandí.

Some Heavy training was also held at THL Galen Wulfric's domicile on Wednesday evenings.


All paperwork for events/training away from The Lair have been sent to the Reeve.

Happy to report no incidents of note occurred and nobody died.

Yours in Service,
T H Mistress Liduina de Kasteelen van Valkenburg
OP, Baroness, OSP, OGT, OST, LOM, AA, DS, BC

Attachment 1.6

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>Last Report</p>	<p>20 October 2019</p>
<p>Last Upline Report</p>	<p>15 October 2019</p>
<p>Items published by office</p>	<p>Newsletter</p>
<p>Name of Newsletter</p>	<p>Dragon Taeles</p>
<p>Issues published since last report</p>	<p>Spring Edition - 12 October 2019</p>

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

Production of Upcoming Events flyer, pinned to the Facebook Group page, designed to list the next upcoming event.

Flyer created for Champion of the Bow to compliment the one made by Sarah of Dragons Bay, many thanks for her assistance in her production of a detailed flyer.

I am collecting photographs and articles and poems for the next edition of Dragon Taeles. Articles and the like are encouraged.

Congratulations to Sláine inghean Uí Ruadháin for her publications in the Cockatrice.

I aim to produce a small newsletter for monthly updates to those who have signed up for the newsletter. It is proposed to send these monthly updates to the DB address book on the Lochac servers and new subscribers, and those who have signed up on the newbie cards.

Yours in service,
Nobilis Gumuuinus de Eggafridicapella

Attachment 1.7

Report for Captain of Archers

Captain of Archers 	Andrew archers@dragonsbay.lochac.sca.org SCA Membership No. 87313 (expires 31 March 2020) Office term commenced: 27 May 2019
Last Report to Council	20 October 2019
Last Upline Report	15 October 2019

Thanks to all the demo's we are exploding in the number of archers attending training. We have now 3 children who can shoot, 1 child that can't as they are under 6. Their mother is also enjoying archery.

In addition to this family, there are two gentlemen archers attending, one new member at training on 10 November, and a couple of people (Ken and Brutus) have returned to Dragons Bay.

New equipment and procurements shall be based on the outcome of the Abertridwr asset assessment. I shall put forward agenda items based on the outcome of this. There is also the consideration of acquiring throwing axes as well, pending additional quotes.

There is much appreciation for people helping to set up the archery range.

We have had new TAM's approved, with Liduina sending the paperwork off. The TAMs now include Gummi, Devine and Blackglove.

Attachment 1.8

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

Our Library is growing and I now have two deputies, Runa, and recently appointed Blackglove. Runa had the good idea of taking photos of the books in the Library so people could reference them on the Website. We are currently working on getting those to Gummi so that she can upload them.

Blackglove had the good idea to ask the Mary Davies Library if we can have a display during their 4 week-course on Calligraphy.

I have found a copy of the Newcomers Pack that Liduina previously made up so that Gummi can upload an updated one.

We recently had newcomers at training and they borrowed garb while in attendance. It was returned afterwards and Liduina offered to wash it.

I approached Grill'd about their community fundraising jars and they have approved our application. Awaiting news on when our turn is up in the queue.

YiS

~Lady Avalon of the Isle

Attachment 1.9

Report for List Keeper

No report given.

Attachment 1.10

Report for Chirurgeon

My apologies for not attending but I'm on Student placement in Bunbury.

Happy to say only event I know about having any injuries was a splinter during set up at the Environment centre open day during set up. Dealt with by the centre's first aid officer.

I have not received any reports of injuries at the Baldivis Fair from the Steward.

Yours in health and service
Sorcha inghean Ui Bhradigain

Attachment 1.11

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
Last Council Report	20 October 2019
Last Upline Report	15 October 2019
Items published by office	Website
Name of Website	Canton of Dragons Bay dragonsbay.lochac.sca.org

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

- Minutes - uploads as required
- Calendar - now showing as calendar view instead of list of events

New creations:

- Sign Up! page giving direct linking to the SCA new members form
- Dragons Games Day and Yule registration form

Pages in progress:

- Subscription for Newsletter being refined
- Newcomers Pack

I contacted the Wandj Progress Association to:

- Place an advert for Dragons Bay in their quarterly newsletter 'Wandi Warbler'
- Update the training day costs noted on their website for non-members

Website has undergone a new refreshed look which is more adaptive to mobile phones and other devices. There has been great feedback received regarding the Populace page listed in Order of Precedence and Award Recommendation Form with the interaction on the website appreciated.

The use of an iPad to assist with signing people up was trialed at Naragebup Festival. This was well received with one person signed up to the newsletter immediately, but the frame needs minor adjustment for full functionality.

In service,
Nobilis Gumuuinus de Eggafridicapella

Report for Seneschal

<p>Seneschal of the Canton of Dragons Bay</p> 	<p>Devine Winter DevineWinter365@gmail.com Seneschal@dragonsbay.lochac.sca.org SCA Membership No. 84379 (expires 28 April 2020)</p>
<p>Office commenced</p>	<p>1 June 2019</p>
<p>Last report upline</p>	<p>31 October 2019</p>
<p>Last report to Council</p>	<p>20 October 2019</p>

Devine Winter advises of the letter received regarding the dispersal of Abertridwr assets and funds (attached as part of this report).

Liduina advises she believes that the Pencampwr assets would mean the Pencampwr Champions assets. Devine advised those have been returned to those whom created them.

Avalon and Gummi discussed the chair covers have only a red dragon which would be fine for general use. Liduina supported this.

Liduina confirmed with Blackglove and Council that 'Abertridwr heraldic display' would consist of those items having on them the red dragon, blue Y and wreath as per the registered device for the group.

Devine thanks her officers: Chatelaine and her deputies for looking after the newcomers, Andy for looking after the archery, and Liduina for welcoming the newcomers when they come to sign in.

Devine advised of the Certificate of Appreciation from TOAWA. This will be in the Minutes. Liduina asked if it could also go on the website. Devine advised that it demonstrates community involvement.

Devine welcomed newcomers into the inclusive, warm and welcoming family atmosphere.

She notes however there have been instances where there has been disagreement between people and this can create tension. For example, the discussion held regarding closing down at Christmas.

Devine suggests that rather than engaging in a discourse in front of others, take down details and get back to them. It is ok for people to say "I don't know, I will get back to you."

So please be mindful of your interactions with others as this could be their first, second or third interaction with us and we do not wish to introduce tension into their experience.

Devine Winter advised that she has a separate Facebook account (Devine Winter) and requests all communications regarding Dragons Bay come through this account. Please email things through if it is very important, or more than a quick comment.

In regards to event proposals and bids: stewards need to submit a written submission, with Gummi creating a form to facilitate this on the website. This proposal is to be submitted with budgets and break-even amounts. Stewards then need to attend 3 Council meetings 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 a debrief about the event, with people being open to receiving commentary.

Avalon apologises formally for dropping the ball in this regard with Yule Feast.



YIS
Devine Winter



Society for Creative
Anachronism
Kingdom of Lochac
Office of the Seneschal



Daniel Dunbar
seneschal@lochac.sca.org

1/11/2019

To the Seneschal's and Members of Aneala & Dragons Bay.

CC: Lochac Crown, Office of the Exchequer, SCA Ltd Aust Board.

Dear Seneschals & members of Aneala and Dragons Bay, especially those formerly of Abertridwr.

Much earlier this year the announcement was made that Abertridwr was to close.

At the request of the board, the pre-approved process was altered to include Polling of the former Abertridwr membership on their preferences for division of the SCA LTD Aust Assets and Cash balances held by Abertridwr at the time. Responses were fewer than hoped, under 20 individuals.

Regarding the Branch assets:

There was a clearly indicated preference for the Canton of Dragon's Bay to receive those assets.

Based on that preference, all physical assets of the former Canton of Abertridwr are to be passed onto Dragon's Bay except for items created specifically as Abertridwr Heraldic Display. Items built specifically as Abertridwr Heraldic Display shall be entrusted to the safe keeping of the Baron & Baroness of Aneala to be handed over if Abertridwr one day begins again.

Regarding Cash Balances:

There was no clearly indicated preference. Nominations for cash to Branches & to be split between branches were nearly identical. Furthermore, these numbers were almost matched by comments calling for support of an annual state-wide event or boosting the Kingdom Travel Fund.

There is a record of monies being sent to a branch with some expectation that it be held until a group reopens in the area. It's been a problematic process so to clarify - money received by either Dragons Bay or Aneala in this dispersal becomes that branch's funding to utilise within the standard SCA and local council policies.

Guided by the Polling information It is our decision that the cash balances shall be divided as follows:

1. Dragons Bay shall receive \$6649
2. Aneala shall receive \$5500
3. Lochac shall receive \$5000

There is a clear will to maintain a large annual event similar to Pencampwr in Western Australia. A weekend camping event that encompasses many aspects of martial (heavy combat- tournament and war) fencing and archery) and arts and sciences activities, presumptively scheduled on the WA Day Long weekend.

Lochac Seneschal Report

November 2019

As a means of providing ongoing support to such an event the Kingdom Exchequer shall establish a fund which will provide, once per year for the next 10 years, an option for \$500 additional travel reimbursement for Crown's who elect to attend.

This annual event may be run by any branch in WA and details may vary as with any SCA event. To qualify for the additional travel fund, the event should be endorsed by the WA branch seneschals.

Final application approval authority, along with variations remains with the Council of the Purse. Relevant use details will be finalised in the updated travel fund policy by the Office of the Exchequer.

Assuming the event has been approved and endorsed, it may be included in the Lochac Seneschal's letters to Crown candidates as a recommended event along with other notable events such as Rowany festival and Canterbury Faire.

It is worth noting that this after outcome the Canton of Dragon's Bay will be the wealthiest canton in Lochac, with more available cash on hand most Shires and multiple Baronies. Additionally, Dragons Bay retains the material and financial support of The Barony of Aneala.

Polling results have been viewed by the Crown, Lochac Exchequer & Australian Deputy Exchequer, all of whom have been consulted with throughout this review and have confirmed that this outcome is true to the tone of the received polling results.

Regards,
Daniel Dunbar
Lochac Seneschal

Attachment 1.14

Completed Actionable Items

ACTION	BY	STATUS	ITEM	MEETING
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	Devine Winter	Complete - October 2019	8.5	18/08/19
Storage facilities payment	Sarah	Ongoing	6.1	21/07/19

Attachment 1.15

Seneschal Correspondence



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

#	Date	Subject
1	October 20	Fwd: Store and pencampwr bookings
2	October 22	Award Recommendations
3	October 22	Jacqui's contact details - RREC
4	October 25	DB Training & Council 20 Oct 2019
5	October 27	Upgrading your email accounts
6	October 29	Request for Funding
7	October 28-29	Re: Upgrading your email accounts - Dragons Bay
8	October 28, 30	Naragebup Festival 2019
9	October 29	Child's low poundage bow and arrows
10	October 30	Saturday-the-14th-of-December-AS-LIV
11	November 1	[subject redacted] x 3
12	November 5	Monthly Report Chatelaine
13	November 5	Chirogeons report
14	November 5	Award Recommendation
15	November 6	New Membership Payment x 2
16	November 6	Report
17	November 7	[subject redacted] x 3
18	November 8	Award Recommendations x 4

19	November 8	[subject redacted]
20	November 9	November 2019 Report

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

#	Date	Subject
1	October 21	[subject redacted]
2	October 22	Receipt for Championship
3	October 22	Certificate of currency of insurance for Society for Creative Anachronism
4	October 25	Final receipts for second remove
5	October 28	Steward's Event Report - Naragebup Festival
6	October 28-29	Re: Upgrading your email accounts - Dragons Bay
7	October 28	Hire of Hall for SCA (Dragons Bay)
8	October 28	Clubrooms aircon unit
9	October 29	Child's low poundage bow and arrows
10	October 28, 30	Naragebup Festival 2019
11	October 30	[subject redacted]
12	November 4	[subject redacted]
13	November 4	RE: Award Recommendation
14	November 6	New Member of Dragons Bay
15	November 8	Draft agenda

Grievance Procedure

As per [Lochac Laws](#): X.3 Dispute Resolution Procedure (page 28):

X.3 Dispute Resolution Procedure

Anyone having a dispute with, or grievance against, another in Lochac, that is not a mundane legal matter or dealt with in SCA policy, shall first attempt to settle the matter as follows:

X.3.i First Stage

The person shall hold a direct and private discussion with the other and attempt to come to a resolution. An impartial mediator may be present if either party desires it. Whilst an in-person discussion is often the quickest way to resolve a dispute, on occasions this can be intimidating: a discussion by telephone or in writing also fulfils the requirement for direct communication.

X.3.ii Second Stage

If the matter cannot be resolved, the person shall bring the matter to the attention of the most appropriate local officer, or the Local Seneschal if there is no appropriate local officer. If the dispute is with someone outside the local area, the dispute will be brought to the Kingdom officer. If the grievance is against a landed Baronage, the dispute will be brought directly to the Crown. The relevant officer should then attempt to arbitrate a resolution.

X.3.iii Third Stage

If the dispute cannot be settled at a local level, it should be brought to the attention of the most appropriate Kingdom Officer. The relevant officer should then attempt to arbitrate a resolution.

X.3.iv Serious Disputes

If the dispute is of such magnitude that all steps above have failed and a formal complaint is necessary, details of such complaints shall be sent to the person being complained against, the local Seneschal, the Seneschal, and the Crown via the Seneschal. Complaints against any officer shall be directed to the officer's superior in addition to the above.

X.3.v Equal Hearing

At all stages of any grievance both parties must be given the opportunity to declare their views and be given equal hearing.

As per [Corpora](#):

X. Grievances and Sanctions

B. Grievances (page 38)

1. Principles

- a. Be understanding. There are many valid approaches to Society activity. Members should make room for each other to explore anything that supports the Society's goals, abides by its rules, is legal and does not actively interfere with the environment it attempts to create. Communication is the key to finding common ground.
- b. Look for common ground. It may be possible to find compromise by taking up both alternatives, either together or at different times.
- c. Keep a sense of perspective. There are always two sides to an issue. Make an effort to listen to the arguments of the other side with good will and honesty, and look for a solution everyone can live with.
- d. Go through the chain of command/appeal. If you can't solve the problem yourself, your requests for assistance should follow a line of authority without skipping anyone, and without spreading laterally through the organization any more than absolutely necessary. For example, when you reach a level that has royalty or royal representatives, include them on your copy list, but don't start out by copying all the royalty in your corner of the Known World and the board on your initial complaint. Try to be circumspect and polite.
- e. Be patient. Allow each level time to try to deal with the situation, and avoid the temptation to be aggressive to the people you've asked for help if they don't seem to be moving fast enough to suit you. Remember we are a volunteer society.

2. Procedures

- a. Try to work things out face-to-face. When someone does something that interferes with your appreciation of the Society in a way you can't ignore, or that seems to be contrary to the rules, talk it over. Explain the problem as you see it, and listen to the reply. (Likewise, if someone comes to you, listen carefully before you frame your answer.) Hopefully this will resolve the matter. If you can't communicate, ask someone you and the other party both respect to help, either by relaying messages or by moderating a meeting between you. Try not to go to an officer in charge of the area in question, as such an officer may be tempted or compelled to make a ruling instead of letting you reach an informal agreement.
 - b. Write to the person you're having difficulty with. Describe the way you feel you're being damaged, without insults or threats. Ask for the action you feel would set things right, and indicate how long you feel you can wait for a reply before making further distribution of the complaint. Do not send it to anyone else at this time. Hopefully this letter, or a series of
-

direct letters and replies, will eventually lead you to a solution. As long as you feel you're making progress either in understanding or in getting you way, do not go on to step c.

c. Write a formal letter to the other party. Outline any new points you may have thought of and refer to your previous correspondence. Send a copy to the officer in charge of the area in question, or to the royalty or royal representative nearest the level where you have a dispute. Depending on the situation, it may be a good idea to send copies of the letters you've already written or received on the matter with the copy of the current letter you send to the superior; if you are doing so, be sure to mention it in your letter. (It is very important to proceed openly as you pursue your complaint; things are tense enough already without adding a new—and justified—charge of sneakiness to the general dispute!) Again, set a reasonable time for a reply, and consider it carefully when it arrives. As with step b, continue at this level as long as it looks like there's any progress.

d. Write directly to the officer in charge of the area in question, with copies to the subject of the dispute, the next higher officer, and the appropriate royalty or royal representative, if any. Explain how you feel you're being mistreated, and ask for specific help. Include the entire previous correspondence; if you have not already shared it with the officer—and mention the enclosures in the text. Evaluate the reply or replies before you decide to go forward.

e. Repeat step d, moving up the organization and including everyone you've involved on your copy list. Follow you correspondents' advice as to whether or not anyone else at or below their level needs to be consulted. Eventually, you run out of levels.

f. If no one else has managed to find a solution, the Board will do so. However, there is no guarantee that you will like what they come up with, and there is nowhere else to turn. Even if you get something resembling what you originally asked for, the effect on the Society may well be regrettable, as the Board finds it almost impossible to deal with a specific situation without touching anything else.

g. While it appears cumbersome, this technique should reach some sort of resolution in a matter of months. The greatest number of levels between you and the Board is five, assuming a dispute between members of a canton whose barony is part of a principality. The important thing is getting a solution, NOT getting to the Board, and the approach outlined in this article will probably let you settle the matter without involving the corporate administration at all.

[Dispute Resolution Handbook - Guidelines for Resolving Problems in the Kingdom of Lochac](#) gives further in depth guidance on resolving grievances.

SCA (Australia) Social Media Policy

See '[Social Media Policy](#)' for the full document.

Social Media Policy

Purpose

This policy is designed to make clear the expectations on Australian participants in the Society with regards to communicating on social media.

Authorisation

The Society for Creative Anachronism Ltd is the corporate body overseeing the Society in Australia.

Policy Details

The SCA Ltd does not discriminate between online and offline behaviour. The Code of Conduct and any other applicable rules and policies are considered to apply to all members (and other participants) at all times when acting as part of the Society in Australia.

1. SCA Ltd policy does not override Terms and Conditions for social media platforms

The terms and conditions each user agrees to, in order to use a social media platform, must be adhered to.

2. Online behaviour is treated the same as in-person behaviour

This may include direct online communication with another member of the Society or interaction on a SCA-related group or page. Members are encouraged to remember that the processes and consequences that apply to in-person behaviour may also apply to online behaviour, and act accordingly. Be aware that, in the event of a grievance or other formal action taken against a member, social media and other online communications may form part of the case evidence.

3. Administering a social media presence has responsibilities

If you operate or administer a social media presence that seems to represent the SCA in some way, you may be held accountable for moderating what happens through that presence. The reputation of the SCA can be more easily tarnished by bad behaviour online, and so administrators should be aware they may also face consequences if such behaviour is left unchecked. Administrators should also take care when using the name or service mark of a group, guild or office in the SCA (including but not limited to badges, devices or other logos): they may be protected Intellectual Property, and you may be asked to remove any such items if you are not authorised to use them.

For further information regarding policy on administering online presences and sites, refer to the Publications Policy (when available) or contact the SCA Ltd Webmin at scaaweb@sca.org.au.

Attachment C

Receipts

Purchase of pewter:



Purchase of thread for largesse:



Purchase of carpets:



Chocolates for Yule Feast:



Purchase of loom:

4 November 2019

Gisela Vois - \$100.00
Money sent

[Repeat this transaction](#)

Paid with ING x-0340	Sent to Gisela Vois westiegirlperth@hotmail.com
Ship to Avalon [REDACTED] [REDACTED] [REDACTED] [REDACTED]	Note Loom for Dragons Bay
Transaction ID 9RU58681LX745752N	Details Sent to Gisela Vois \$100.00
	Total \$100.00

Need help?
If there's a problem, make sure to contact the seller through PayPal by 2 May 2020.

Attachment D

Event Proposal for Dragons Games Day and Yule Feast



14 December 2019 at Wandí

Event team:

Steward: Kane Greymane
Feastocrat: Rhianwen ni Dhiarmada
Bookings Officer: Rhianwen ni Dhiarmada
Other sub-stewards TBA

Proposal:

Site opens at 9am for set up and sign in.

We shall have a variety of activities on the day, including:

- Novelty Archery Shoot
- Outdoor games of skill and chance
- Indoor games tournaments and mancala, nine mans morris
- Children's activities

Potluck (please bring a plate of food to share) and Cooks Guild submissions for lunch.

Submit a Dragon-themed dish to enter for the People's Choice Award!

Yule Feast starts at 6pm in a Frankish style, with toasts and dancing.

Bookings are required if attending the feast.

Budget/costings:

The outgoings are:

- Site \$260.00 (+\$1000 deposit)
- Kingdom Levy \$1.00/person
- Incidentals \$2.00/person
- Feast menu \$15.00/person

No ground fee required due to hiring of hall.

Outgoings and profit projections compared between \$20/person and \$30/person are below:

Attendees	Outgoings/p	Profit @ \$/p	Profit @ \$/p
		\$30.00	\$20.00
20	\$31.00	-\$20.00	-\$220.00
30	\$26.66	\$100.20	-\$199.80
40	\$24.50	\$220.00	-\$180.00
50	\$23.20	\$340.00	-\$160.00
60	\$22.30	\$462.00	-\$138.00

These projections do not include rebates for children, day rate only, or those attending the feast only.

Council by delegated authority elected to subsidise the event to assist with affordability.

Therefore by charging \$25 for adult members for the whole event:

- Subsidy \$5/person by Dragons Bay
- Loss of \$110 for 20 attendees
- Loss is minimised with more attendees
- Subsidy and loss can be absorbed by Dragons Bay

Fees:

Insurance levies for non-members are included in the ticket prices.

Bracket	Full event	Day Rate	Feast Only
<i>Member 18+</i>	\$25	\$15	\$20
<i>Non-Member 18+</i>	\$35	\$25	\$30
<i>Member 10-18 yrs</i>	\$12.50	\$7.50	\$10
<i>Non-Member 10-18 yrs</i>	\$17.50	\$12.50	\$15
<i>Member under 10</i>	Free	Free	Free
<i>Non-member under 10</i>	\$5	\$5	\$5