



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, 20 SEPTEMBER 2020** COMMENCING AT **12:17PM AWST**.

<i>Name - Officer Position</i>	<i>Attend</i>	<i>Apology</i>	<i>DNA</i>
Devine Winter - Seneschal (Chair)	✓		
Bethra de la Sentiero - Deputy Seneschal of Inclusivity and Diversity		✓	
Talwen - Deputy Seneschal of Fire and Emergency Planning		✓	
Sarah of Dragons Bay - Reeve	✓		
Little Spoon - Arts & Sciences Officer		✓	
Gumuinus de Eggafridicapella - Communications Officer	✓		
Andy of Dragons Bay - Captain of Archers	✓		
Sláine inghean Uí Ruadháin - List Keeper			✓
Sorcha ingean Uí Bhradagáin - Surgeon		✓	
Kat of Vargahold - Youth Officer		✓	
Robert Leffan of Yorke - Group Constable		✓	
Quartermaster - Kane Greymane			✓
Brutus Cornelius Augustus - Chatelaine	✓		
Rondmær Rauda Vakrisdottir - Herald		✓	
Blackglove - Acting Knight Marshal	✓		

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."

Notes: Quorum is achieved according to Quorum Policy (DBP6).

IN ATTENDANCE:

Sigmund Gabrielis von Frankenstein
Grímr Grettirson
Marcellus de Damacian
Jonathon de Hadleigh
Thomas O Caerdyf
Cormacc Uí Niall
Elizabeth Fiddes
Summer of Dragons Bay
Archie of Dragons Bay
Charlotte of Dragons Bay
Edmond Fiddes

APOLOGIES:

Runa Agnes Solveig

1. ACKNOWLEDGEMENT OF COUNTRY

We respectfully acknowledge the Elders and custodians of the Whadjuk Nyungar nation, past and present, their descendants and kin. We are proud to honour the Nyungar people and value this place of shared learning. We recognise the impacts of colonisation on Indigenous Australians and are committed to moving forward together in a spirit of mutual honour and respect.

2. CONFIRMATION OF MINUTES

Recommend:

Minutes of the Canton of Dragon's Bay Council Meeting held on 16 August 2020 be confirmed.

Moved: Blackglove
Seconded: Andy

3. OFFICIAL STATEMENTS

3.1 Baron & Baroness of Aneala

No report or official statement submitted. Book for Baronial Championship. Seneschal of Dragons Bay asked for information to be disseminated from Barony to Canton and Aneala will try to ensure information is sent to the Canton populace.

3.2 Seneschal of Aneala

Book for Championship. There are some Baronial Officer positions ending their tenure and people are encouraged to apply if they are suitably qualified.

3.3 Seneschal of Dragons Bay

Please ensure you are putting forward your agenda items so that your ideas can be engaged with by Council. Send these agenda items via PM to Devine Winter or email (seneschal@dragonsbay.lochac.sca.org).

The release of SCA policy [SCA Ltd COVID-19 Response Plan](#) provides guidance on the holding of face-to-face events in Australia. Compliance with this and local jurisdictional requirements is required for approved events.

Please be aware that Western Australia is still operating in Phase 4 restrictions and as such requires compliance with:

- 1.5m physical distancing; and
- Maximum occupancy of venues, providing 2m² per person.

Alongside this, SCA Response Plan advises of several restrictions, some of which include:

- No provision of food
- No overnight stays
- Cashless payment system
- Cleaning requirements

You must adhere to these requirements or events will be cancelled. Please be aware, the Seneschal or Seneschal of the Event can close events.

3.4 Welcoming of New Members

We extend a welcome to:

- Comet Bay Hamlet:
 - Michelle
 - Anne
 - Tara
 - Michael
 - Kerry
 - Krystal
 - Karen
 - Dwi
 - Marcellus de Damacian
 - Fionnuala O'Riordain
 - Freya
 - Reuben
 - Iain
 - Elizabeth Fiddes
 - Edmond Fiddes
 - Summer of Dragons Bay
 - Archie of Dragons Bay
 - Charlotte II of Dragons Bay
-

Welcome to the group and welcome back to the group!

4. WESTERN RAIDS

4.1 Western Raids Updates

The Committee for the Western Raids 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 Wandi Pavilion on Saturday 7th December 2019. In accordance with the Terms of Reference, the Baroness is the Chair of the Steering Committee.

Committee has met:

- 25 January 2020
- 5 March 2020
- 2 May 2020
- 25 July 2020

The Western Raids Committee rescheduled its September meeting.

4.2 COVID Response Committee

Council recognised the formation of Dragons Bay COVID Response Committee at Item 8.4 of its meeting on 21 June 2020. The name has since changed to 'Canton Response Committee'.

The Committee Members are:

- Seneschal of Dragons Bay
- Deputy Seneschal for Fire and Emergency Planning
- Surgeon
- Group Constable
- Deputy Seneschal of Inclusivity and Diversity

If anyone else wishes to join this Committee then please let me know.

Please send your completed [AHA Hygiene Certificates](#) to the Reeve so they can be uploaded to Dropbox for record-keeping. Anybody who wishes to hold an event will need to complete the AHA Hygiene Certificate to comply with [Dragons Bay requirements as per the Flowchart](#).

Register to complete your [AHA Hospitality & Tourism COVID-19 Hygiene Course: https://hospitalityhygiene.com/](#). Forward your certificate to Reeve or Seneschal for record keeping purposes.

5. BUSINESS ARISING FROM MINUTES

5.1 Officer Movements

Congratulations to Rondmær Rauda Vakrisdottir for running the gauntlet of commentary period successfully becoming our Herald. Huzzah!

We have Blackglove in commentary period currently for Knight Marshal. Comments are welcomed until 25 September and should be sent to Lokki (marshal@aneala.lochac.sca.org).

Gumuuinus is looking for a successor to deputise for the following roles:

- Chronicler
- Web Minister

5.2 Highland Gathering 2020 Update

The City of Armadale determined that it would not hold Highland Gathering this year. Dragons Bay looks forward to attending in 2021.

5.3 Comet Bay College Demo 2020

Devine and Gumuuinus met on-site with Michelle of CBC on 10 September to determine CBC's requirements, expectations and resources. Dragons Bay has submitted its proposal demonstrating adherence to the COVID-19 requirements of CBC, SCA Ltd and the State.

SCA Members are invited to attend from 8am to 1:30pm on Wednesday 23 September at CBC. Attendees will be giving presentations and showing crafts to the Year 8's. They will then lead the school students via a procession to the oval where the fighting demonstration shall take place.

It is your responsibility to adhere to SCA Ltd COVID-19 policies, eg. hand sanitising, physical distancing, and not sharing of food and drink. We want to ensure everyone stays safe.

If anyone can come this Wednesday then that would be appreciated. The Fool shall be in attendance and it is hoped 4 fighters will demonstrate fighting on the oval. Q&A sessions by an expert subject matter panel will be running simultaneously to the PAC activities.

Anealan populace are also assisting. Branwen is coming down with illuminations and Aife is joining as the latest authorised heavy combat fighter.

This is a formal training session so that fighters who are not yet authorised may participate.

5.4 Resumption of Heavy Training at Wandí

Blackglove advised last meeting that there is enough interest to resume heavy training (Item 5.3). Blackglove presented the framework of his concept to provide a structured training environment. There are levels of achievements to work through with training that people can choose to follow. Blackglove encourages people who are interested in marshalling to attend the Baronial Championship to assist the Barony with marshalling.

Andy has forged a path forward in the Canton with demonstrating training can be achieved within the framework of COVID-19 requirements. It is proposed that the recommencement of armoured combat, rapier and youth combat resumes, scheduled after a break following archery training. Negotiations with the archers are envisioned to allow fighters to have the morning time slot in summer.

Society and Lochac Handbooks for Youth Combat will be put on Facebook and linked from Dragons Bay's website. This will guide people in how to encourage children to join in combat.

Devine has yet to receive paperwork for the resumption of heavy training at Wandi on Sundays. Blackglove will provide paperwork for this. This resumption of activities does not include thrown weapons.

Recommend:

Dragons Bay Council approves the resumption of:

- **Heavy combat training;**
- **Rapier training;**
- **Combat archery, and**
- **Youth combat**

at Wandi Community Centre (302 de Haer Road, Wandi) every Sunday as 'face to face' events, providing compliance with local jurisdictional regulations and SCA Ltd COVID-19 Response Plan are maintained.

Moved: Gumuuinus

Seconded: Sarah of Dragons Bay

5.5 Peers as Examples of the Group

At Item 4.2 of last meeting, Blackglove advised he would speak with the Peers of the group to act as examples of behaviours in response to the 3-Strike proposal for members not complying with regulations.

Devine invited Blackglove to confer with Peers and report to Council at this meeting. Ongoing pending responses. Blackglove advised that people are welcome to raise concerns with Peers. Please do not have Peer Fear.

We are all adults so everyone is welcome to speak up. Be respectful to each other, which we generally are. Jonathon advised that there are very few incidences that are inappropriate. Then told us about Lord Folley.

5.6 Table in Storage Room

Blackglove had advised last meeting (Item 5.3) that he would approach the woodturning group at Wandi Progress Association to dispose of the table so shelving can go in. Blackglove is invited to update Council on this action.

Dragons Bay has permission to remove the table as it is a Wandi asset.

Seneschal advises that Dragons Bay will not have access to the second storeroom inside the Clubrooms.

Devine has yet to receive paperwork for the organisation of the storeroom at Wandi on Sundays, but communications will occur as we start organising workshops for cataloguing, labeling and

Council is reminded that the disposal of items is through Council. Kingdom has a partial list of what Dragons Bay has, and Dragons Bay needs to update this list. Dragons Bay also needs to look at the items for valuation for insurance purposes.

6. ACTIONABLE ITEMS FROM PREVIOUS MEETINGS

ACTION	BY	STATUS	ITEM	MEETING
Assets to be marked SCA Ltd - Wood burner and Dremel available	Kane	Ongoing	5.1	21/7/19
Asset Register to be digitised	Kane	Ongoing	5.1	21/7/19
Demo Box creation	Brutus	Ongoing	9.6	20/10/19
Poster creation for libraries	Brutus	Ongoing	9.5	10/11/19
Step-ladder	Sorcha	Ongoing	8.5	15/12/19
Largesse	All to Sorcha	Ongoing	8.6	15/12/19
Table from Storage	Blackglove	Ongoing	5.3	16/8/20
Painting of 2 Dragon Shields	Rhianwen	Ongoing	7.7	16/8/20

7.1 Poster creation for libraries

Blackglove shall assist Brutus.

7.2 Step ladder

Sarah of Dragons Bay has a two step ladder and Jonathon has a folding ladder that Dragons Bay may borrow for when the storeroom is organised.

7.3 Largesse

If you are making largesse please give those to Sorcha so that the items are ready for postage, otherwise they can be kept to be presented to the Crown when they next visit.

7. OFFICER REPORTS

REPORT	NOTES
Reeve	Report submitted.
Arts & Sciences Officer	Report submitted.
A/Knight Marshal	Report submitted.
Herald	Report submitted.
Youth Officer	No report received.
Group Constable	Report submitted.
Chronicler	Report submitted.
Captain of Archers	No report received. Report given verbally.
Chatelaine	No report received. Report given verbally.
List Keeper	No report received.
Chirurgion	Report submitted.
Web Minister	Report submitted.
Quartermaster	No report received.

7.1 Reeve

Thank you to Reeve, especially with the cashless payments and the Constable at Large paperwork.

Reeve advises that streamlining the Constable forms and implementing the prepaid cards are making reconciliation of payments easier.

Discussion was held around prepaid cards and the encouragement of taking up prepaid cards. Marcellus asked about using Square and was advised this is not a viable option as discussed by Exchequer.

7.2 Knight Marshal

Blackglove is a Marshal at Large with Sigmund now. Cormacc is coming on board as training marshal, and we need people to be youth training marshals.

If you want to be a youth sparring partner then you need to go through a separate process. They can hit you but you can't throw blows back.

The marshals of the Canton are three equals in helping people across the disciplines.

In regards to heavy training, there are 2 authorised fighters and lots of trainees interested in undertaking training again at Wandí - this is very enthusing.

Training will look at slow work, kata's, warm ups etc. Training may occur with PT instructors and a psychologist who is equipped to give pointers to ensure people are comfortable.

Jonathon asked about using combat blunts on the archery field when LARP is in session. He said, "I notice we always shoot with points. Is there any aversion to shooting with blunts? I have an idea that we could shoot at a quintain which is a bell that makes noise when hit. We could also do clout shooting but with blunts."

An example quintain is pictured below.



7.3 Chatelaine

Several officers working together which comes under a broad banner. We need to look at the eric ropes.

7.4 Web Minister

Devine advised that Seneschal's from other groups have been querying Dragons Bay's online form systems, and what programs are being used. Dragons Bay has a flagship website thanks to Gumuinus' hard work and knowledge.

8. GENERAL BUSINESS

8.1 Lord Folley

Jonathon offered to be the Official Fool of Dragons Bay. Dragons Bay must discuss if they would like Lord Folley as their Fool.

Recommend:

Lord Folley become the Official Fool of Dragons Bay.
Unanimously supported.

8.2 Refunds

The ongoing Webminister's budget was approved at Council's resolution at Item 8.1 of its meeting on 16 February 2020. The receipts presented are the invoices and transactions made for the Pro functions of Cognito Forms.

Recommend:

\$13.59 to Gumuuinus de Eggafriacapella to reimburse for payment of Cognito Forms.

Moved: Blackglove
Seconded: Andy

Invoice	Transaction from Account																				
<p>Cognito Forms</p> <p>929 Gervais St, Suite D Columbia SC 29201 United States +1 888-499-0856 billing@cognitofrms.com</p> <p>Paid by Dragons Bay (DragonsBay1) webminister@dragonsbay.lochac.sca.org</p> <p>\$10.00 paid on September 1, 2020</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Qty</th> <th>Unit price</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>SEP 1 - OCT 1, 2020</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Pro</td> <td>1</td> <td>\$10.00</td> <td>\$10.00</td> </tr> <tr> <td colspan="3">Subtotal</td> <td>\$10.00</td> </tr> <tr> <td colspan="3">Amount paid</td> <td>\$10.00</td> </tr> </tbody> </table> <p>Receipt Receipt number 2193-8326 Invoice number 7E49635A-0013 Date paid September 1, 2020 Payment method VISA - 7937</p>	Description	Qty	Unit price	Amount	SEP 1 - OCT 1, 2020				Pro	1	\$10.00	\$10.00	Subtotal			\$10.00	Amount paid			\$10.00	<p>-\$13.59</p> <p>COGNITO-PRO HTTP</p> <p>Paid on 1 September 2020 1:31 PM (AEST)</p> <p>Processed on 3 September 2020</p> <p>Card ending with 7937</p>
Description	Qty	Unit price	Amount																		
SEP 1 - OCT 1, 2020																					
Pro	1	\$10.00	\$10.00																		
Subtotal			\$10.00																		
Amount paid			\$10.00																		
Total	\$13.59																				

8.3 Signing In Procedure

Members need to show their membership cards which also gives proof of indemnity at the Constable table. Payment is required either by:

- Prepaid training cards
- Direct debit before the event
- Direct debit at the event

Please write down your transaction reference number on the attendance sheet next to your name as proof of your payment. This will make the Reeve's job of reconciliation easier.

8.4 Constable Form and Reports

Thank you to those who are helping out as Constables at Large. We need to ensure paperwork and the Constable's Form is filled out and completed prior to leaving site. This

means reports are generated immediately for Reeve, which assists with reconciling transactions in Xero.

This also helps Reeve make sure she can get her reports in on time. Reeve must abide by both SCA policy and mundane laws and has a more stringent reporting structure than other offices.

8.5 Kingdom Levies

It should be noted that while Kingdom Levies are generally accepted as \$1/person/event, these incur GST and thus Dragons Bay is levied \$1.10/person/event.

When Dragons Bay runs an event then the cost should be inclusive of the \$1.10 Kingdom Levy. Anybody that wants to shoot at IKAC should make a direct deposit. Prepaid training cards are not suitable for payment of events as this can cause reconciliation issues in Xero.

Populace are reminded that any garbed event requires Kingdom levy.

8.6 Quartermaster Storeroom Clean Out

Storeroom requires reconciliation against the Asset Register. Items need to be marked as per [SCA Financial Policy](#).

This undertaking will require several volunteers and may take several days. The process will be an official SCA event and will require adherence to SCA Ltd COVID-19 Response Plan, Wandu Progress Association's requirements and State requirements.

8.7 Loaner Garb

Rhianwen advised at last meeting (Item 7.7) she had some loaner garb for repair and an item for disposal. This is to be brought to Council so that populace

Sarah has children's garb to donate to the group. Sarah will also assist with organising the children's garb in storage.

8.8 Dragons Bay Viewing Pavilion

The viewing pavilion needs to be assessed for its suitability for use. It is proposed that the viewing pavilion is retrieved from storage and put up so that it can be assessed, on the day of the next Council meeting, as a team building exercise.

8.9 Proposal for Next Event

The release of SCA policy [SCA Ltd COVID-19 Response Plan](#) provides guidance on the holding of face-to-face events in Australia. Compliance with this and local jurisdictional requirements is required for approved events. Follow the [Flowchart](#) when you are proposing your events to ensure adherence to all legislative requirements.

Please put forward your event ideas as we are in a unique position to enjoy gathering together. Let's do stuff while we can and fill our calendar.

8.10 Banner Making Workshop

While we are in Phase 4 COVID-19 restrictions (at the state level) we can learn from the lessons and make improvements on the arrow-making workshop held on 9 August 2020. To this end, Dragons Bay proposes a banner making workshop.

Populace are reminded to adhere to the State requirement of maintaining 1.5m physical distancing. Populace are reminded that if an item cannot be sanitized then it cannot be used, as per [SCA Ltd COVID-19 Response Plan](#).

You will be asked to bring your own materials. Stewards will have a list of what is required and there will be teachers on hand to guide and assist.

Jonathon had been talking with the populace prior to Council meeting about pennants that can be created to add ambience.

8.11 Loaner Arrows

Dragons Bay supported purchasing 4 sets of 6 arrows at Item 8.10 last meeting. Costings going forward were proposed as:

- Replacement cost if broken: \$7.50 per arrow, however if these are made by a vendor then they are \$10 an arrow.

It has become apparent that some loaner arrows need maintenance repair, for example 2 of these new arrows lost field tips in their first session. Should a newcomer making use of these arrows break an arrow then that will incur a \$10 charge.

Council also notes the assistance by populace members under the guidance of Blackglove to create more loaner arrows:

- Julia of Dragons Bay
- Steven of Dragons Bay
- Cormacc - whom advised he has not yet had a chance to make these but is happy to assist.

Your selfless assistance of the group is valuable and valued.

8.12 New Archery Targets

Sigmund advised he is no longer in a position to gain a quote for archery targets. Blackglove advised at Item 8.11 of last meeting that he would obtain a quote for targets made of metal frame and cloth. Blackglove is still in the process of obtaining quotes.

8.13 Values of the Kingdom

Council is reminded of the values of Lochac:

- Courtesy
- Honesty
- Integrity

Use these values to guide your actions and behaviours.



Courtesy, Honesty and Integrity

8.14 [Page for Newcomers](#)

Blackglove has asked if there is a way to introduce newcomers to the SCA.

Devine advised that her and Gumuuinus have been working on introductory email newsletters that give key information to newcomers. This shall be worked on with the Chatelaine's assistance, as part of a working group.

8.15 [Wandi Progress Association - AGM](#)

Wandi Progress Association will have their AGM on 21 October 2020 at 7pm.

Please let Council know if you would be interested in attending so further information can be provided.



**DON'T FORGET TO COME
ALONG TO THE
WANDI PROGRESS ASSOCIATION
ANNUAL GENERAL MEETING
WHICH WILL BE HELD ON THE
WEDNESDAY 21st OCTOBER 2020
AT 7.00PM UNTIL 8.30PM
AT THE WANDI COMMUNITY CENTRE
302 DEHAER ROAD WANDI
PLEASE FILL OUT THE FORM ON THE NEXT
PAGE AND BRING IT WITH YOUR PAYMENT
TO THE MEETING TO BECOME A MEMBER.
\$10 TO BE A MEMBER OF THE
WANDI PROGRESS ASSOCIATION AND
\$5 TO BE A MEMBER OF LANDCARE.
WE LOOK FORWARD TO YOUR ATTENDANCE**

8.16 Facebook Group

Council is presented with the proposal to have a public-facing Facebook group in lieu of its current open/public page. This page would function as a place for advertising events and items of interest to the group.

The current Dragons Bay Facebook Group would become a closed and private group.

Brutus says this will double up notifications. He was advised that he could stop notifications from one page.

Discussion was held around how to define an active member. If Dragons Bay were to shut down the current Dragons Bay Facebook page and open a new page then it runs the risk of losing some of the potential new members who are lurking. This could reduce exposure and advertising.

Moderation has been a concern and issue on the Dragons Bay Facebook page. Moderators and administrators can be liable for the content of posts as per [SCA Ltd Social Media Policy](#). Thus the advantage of making a public-facing Facebook group that requires approval of all posts, means that moderators have a chance to check the content of posts to ensure they are compliant with [SCA Ltd Code of Conduct](#). This is the preference of the Seneschal so that posts can be moderated.

The change to a closed, private group and a public-facing group would need to be disseminated approximately a month before enacting so that people have time to become SCA members and adjust to the new configuration.

This item is rolled over to discuss further.

8.17 COVID-19 in the Long Term

Brutus raises this item. He advised there is for land in Koorda for sale currently at \$25,000 and this has given him the idea that purchasing land is something SCA should look at. Such an investment would secure land for SCA to use for events. Issues with storage could potentially be resolved this way.

Sarah advised that we had opportunities to use land less than 2 hours away from Wandi and there were lots of issues with people getting out there.

Brutus is to approach Anealan Council next month with this concept.

Marcellus advised that local governments may own land that can't be developed on. There is an archery range on an old tip.

People can submit their ideas on this concept for further discussion at a later Council meeting.

8.18 Event Proposal - Weekly Armouring

Marcellus proposes a weekly event to support Arts and Science activities for the SCA in Lochac.

Specifically, workshops are set up to support the following activities:

- ❖ Armour Fitting and Manufacture
- ❖ Armour Modifications and Maintenance
- ❖ Bronze Smelting and Casting
- ❖ Blacksmithing

Workshops will be held at my home address [REDACTED] in Medina Western Australia. Proposed open times will be between 1pm (1300HRS) to 6pm (1800HRS) on each Saturday unless notified otherwise via the event steward and that no other scheduled SCA event, that would otherwise conflict with this schedule, be impacted within the greater Barony of Aneala.

Area of the workshop contains 90 Square metres of floorspace. In accordance with the current COVID19 regulation I have estimated that, excluding floor space occupied by equipment, we can cater for up to 10 people without impacting on the regulation of 4 square metres per individual in attendance.

Further social distancing will be monitored on a case by case basis with our aim to maintain the 1.5 meters between individuals. This mandate will also be verbalised during each sessions pre start meetings as long as this regulation is mandated within the SCA and Australian safety regulation.

Proposed Schedule

- ❖ Weekly Pre-start Meeting Agenda
 - First Aid locations
 - Toilet and Facility
 - Fire precautions
 - Site safety
 - COVID19 updates
- ❖ Planned Activities
 - Equipment Safety Briefs

I have completed the recently mandated training for COVID19 Hygiene and am currently certified in First Aid. Certificate of completion AHA Hospitality & Tourism COVID-19 Hygiene Course will be provided once received.

A sanitisation station will be maintained at the premises during the event and while SCA and State COVID19 regulations are a requirement. There are adequate facilities for hand washing and sanitisation within the premises.

The workshop is situated in an open air, roofed carport with attached workshop to maximise airflow. This was designed specifically to avoid breathing in fumes from Welding, Bronze Smelting and Blacksmithing. As airflow is also an important part of COVID safety this too should be considered as a favourable condition.

As outlined above bookings will be limited to 10 individuals in the workshop at any one time. Attendance will be documented each week via a sign in sheet that will be kept by the event steward and entered into permanent record for as long as seven years as per document handling norms.

Bookings are required so a booking form will be created by the Web Minister, which will send through the bookings directly to Marcellus' email.

Sign in sheets will need to be emailed to Reeve. Marcellus shall make use of the Constable form to do this.

Costings: Free for members. Insurance levy to be paid by non-members. Consumables will be considered on a case-by-case basis, paid by private transaction to Marcellus.

Recommend:

Dragons Bay Council approves the armouring event at Medina as 'face to face' events, providing compliance with local jurisdictional regulations and SCA Ltd COVID-19 Response Plan are maintained.

Moved: Brutus

Seconded: Edmond Fiddes

8.19 Event Cancellation - Archery Training

Dragons Bay shall cancel archery training on the weekend of Baronial Championship to encourage populace to support Aneala.

Please remember to contact the Baron and Baroness should you seek to compete across the disciplines to vy for the coveted title of a Baronial Champion. You can send your intention to aneala@aneala.lochac.sca.org or via social media.

9. CALENDAR OF EVENTS

2020

<i>Event Title</i>	<i>Date</i>	<i>Host Group</i>
Comet Bay College Demo	23 September	Dragons Bay
Anealan Championship	26 & 27 September	Aneala
Outlandish Feast	24 October	Dragons Bay
Bal d'Aneala	7 November	Aneala
Have-a-Go Day	11 November	Aneala
Toys for Tots	December	Aneala

2021

Roman Immersive Experience (Dum in Urbe)	6 March	Dragons Bay
Autumn Gathering	24-27 April	Aneala
Western Raids	June	Dragons Bay

2022

Coronation	TBA	Aneala
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10. NEXT MEETING

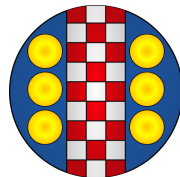
Next Council meeting 18 October 2020 to be held at Wandi Clubrooms at 12pm AWST.

11. MEETING CLOSED

Meeting declared closed by the Chair at 2:56pm.

CANTON OF DRAGON'S BAY COUNCIL SUMMARY OF ATTACHMENTS JUNE 2019	
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Reeve Report



WESTPAC ACCOUNT			
Opening bank balance 1st August 2020			\$9,514.01
	Expenses	Income	
Training		\$ 208.00	
Insurance		\$ 25.00	
Donation		\$ -	
Prepaid Training Cards		\$ -	
Reimbursements as per last meeting	\$ 194.02		
Know World Handbooks		\$ 156.00	
Interest		\$ 0.83	
Closing bank balance 31 st August 2020			\$9,709.82

Xero & Dropbox:

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

Hire of grounds and utilities: TO BE PAID

July Grounds Use \$2.00 by 12 adults =\$24.00

August Grounds Use \$2.00 per adult = (\$26, \$30, \$26, \$28, \$28)=\$138.00

Covid-19:

Under the Covid-19 requirements we are not accepting cash payments.

Prepaid Training Cards:

Ordered 250 cards. Sold 7 cards. 243 Remaining.

Known World Handbooks:

We ordered 10 Handbooks. We are selling them for \$52.00 each. We have received payment for 7. We should have 3 in the storeroom; this needs to be confirmed.

Arts & Sciences Report



Office term commenced: 29 February 2020

Future plans

I have been planning with Chatelaine for newcomers shed day to make Viking lanterns. Easy to make and look good. Small cost approx \$5 each. Postponed until WA goes to Phase 5.

How is A&S going in the group?

Going good, people are sharing ideas on DB FB like embroidery, armour, garb, blacksmithing.

Topics of Interest

Subject	Possible Instructor/s
Armouring	Mark Batchelor. Me.
Arrow making	Gummi, Devine, me, Blackglove
Leather work	

Additional Notes

Keen for Phase 5 so we can do more hands on workshops.

Funding requests

None.

Asset Use

None.

Deputies

Susannah Scarlet is deputy.

Do you have any questions for your Baronial upline?

No

Herald's Report



Office term commenced: 30 August 2020

Events where voice heraldry occurred

Training IKAC at Wandu Community Centre, Dragons Bay.

Additions to Canon Lore and Order of Precedence

NA

Active Heralds

Black Glove, Lady Divine, Julia of Dragons Bay and junior heralds Jack of Dragons Bay and Olivia of Dragons Bay.

Other heralds' activities

Nil

Recommendations

Gummuinus de Eggafridicapella for being an amazing book herald and inspiring others to create devices and register their names.

Funding requests

Nil

Asset Use

Nil

Deputies

Nil

Do you have any questions for your Baronial upline?

Yes

What would you like to ask your upline?

Have you received all reports for the past 6 months?

Knight Marshal Report



Condition of fighting in group

Currently no official training being held - proposal to be submitted at September Council to restart Fighter Training including preliminary info sessions re Youth Combat as of 27th September AS 55 (2020)

Problems

There is an extreme shortage of Senior Marshals in Aneala / Dragons Bay - unclear if this is due to complacency or lack of foresight

Storage/ Access to loaner armour and tournament equipment is problematic - discussions re busy bee/ workshop in progress

Successes

Have Facebook advertised for a Deputy Marshal for Youth Combat 15 SEP AS 55 (2020) with a positive inquiry already received

Have completed and presented first draft of proposed rattan training program and target archery training program (both voluntary)

Have run successful trial session of target archery training

Good relationship developing between Dragons Bay and Anealan Knight Marshals

Attitudes of fighters

Difficult to judge given the lack of activities - pre covid attitudes among authorised and non authorised fighter were good

Upcoming plans

Commence Target Archery training program

Renew Armoured Fighter training subject to endorsement of covid planning and using new training program

Commence Youth Combat pending information sessions for active parents and children

Increase number of Marshals and Senior Marshals within Dragons Bay and also Western Shores

Increase number of authorised fighter via re authorisations and training new fighters - present activities to build community and enthusiasm

Encourage and increase activities "between" Dragon Bay and Aneala develop friendly competition

Numbers

Authorised Rattan Combatants

2

Shadow Warriors

8

Authorised Rapier Combatants

1

Authorised Combat Archers

1

Fighter practices held each month

nil

Average number of fighters per practice

n/a

Tournaments

Tournament 1

Event

Practice IKAC and Picnic Day

Tourney Title

Practice IKAC

Tourney Type

Archery

Number of Combatants

5 adults and 4 youth

Winner

Adult m'lady Freydis Ulfarsdottir - Youth m'lord Jack of Dragons Bay

Additional Notes

I am concerned by the apparent back channeling hearsay / gossip effecting the progress/ reputation of Dragons Bay and members of the populace

The lack of Senior Marshals and Marshal is concerning, I have been in contact with baronial up line regarding ways to address this

Funding requests

None at this time

Asset Use

Nil

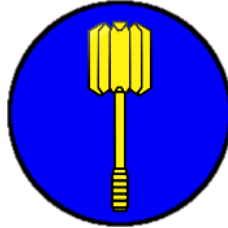
Deputies

Pending confirmation - Deputy for Rapier, Deputy for Siege and Deputy for Youth Combat (acting) have candidates in waiting

Do you have any questions for your Baronial upline?

No

Group Constable Report



Office term commenced: 14 February 2020

Group Constable

Date Bracket 1

Numbers from
16/08/2020

To:
16/09/2020

Members
47

Minors
13

Total members:
60

Total non-members:
0

Total attendees:
60

Rondmær Rauda has put her hand up to be Deputy Constable.

Constables at Large include Devine, Andy, Blackglove and Gumuuinus.

Any member can be a Constable at Large. Please advise so the group knows they can call upon you to assist.

Chronicler Report



Office term commenced: 27 May 2019

This office publishes Dragon Taeles every quarter: Spring, Summer, Autumn and Winter.

These newsletters are created in Affinity Publisher and distributed via PDF linked to the website, with notification sent via Populace and the Dragons Bay Facebook group page.

A monthly or bi-monthly newsletter is sent to the populace via Mail Chimp to maintain communications.

This office also publishes flyers for Upcoming Events to assist members with tracking the events coming in the next 2 months. These are uploaded to Facebook as a 'sticky note' Announcement to assist in keeping these events in the forefront of people's minds.

The last newsletter was published:

20 August - Winter Edition

Upcoming Event Flyers:

Flyer for Demo at Comet Bay College

Mail Chimp newsletters:

Introductory newsletter sent to newcomers.

Reminder of Council and training on Sunday 20 Sept.

Additional Notes

Publications are created via Affinity Publisher.

Funding requests

Nil.

Asset Use

Nil.

Deputies

Advertising has begun for a deputy to become successor of the role.

**Do you have any questions for your
Baronial upline?**

No

Chirurgion Report



Office term commenced: 7 September 2019

\$50/quarter budget is allocated to the Chirurgion Office as per Item 8.1 of Council's meeting on 20 October 2019.

What happened in your portfolio this month?

No injuries or incidents this month were reported by any Steward from events.

Inventory Update

Donation of 1x thermoscanner

Additional Notes

COVID is still on going. WA is still in the for front of lifting restrictions. I would like to see feasts and pot lucks being held again as WA allows buffets to be eaten at and restaurants and pubs are selling food and share plates like tapas. I believe the restrictions on not sharing food in WA needs to be seen again as being individual to WA. I put the WA government article on the messenger page. Can this please be taken up by the Senchal

Funding requests

None

Asset Use

None

Deputies

None

**Do you have any questions for your
Baronial upline?**

No

Webminister Report



Office term commenced: 26 May 2019

This Office maintains the Canton of Dragons Bay website: <https://dragonsbay.lochac.sca.org/>

This Office has an allowance of \$100/quarter as per Council's resolution on Item 8.1 at its meeting on 16 February 2020.

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

Page Title	Change	URL
Home Page	Dragons Bay account details added to facilitate cashless payment system.	https://dragonsbay.lochac.sca.org/
Order of Precedence	Updated pronouns, member list, names, photos and devices.	https://dragonsbay.lochac.sca.org/dragonfolk2/
Officer Contact List	Added Julia of Dragons Bay as new Herald; Blackglove as Acting Knight Marshal.	https://dragonsbay.lochac.sca.org/contacts/
Officer Report	Updated forms; added Herald's and Chatelaine's tenure dates.	https://dragonsbay.lochac.sca.org/report-template/

New page creations

Page Title	Explanation	URL

Pages in progress

Page Title
Library

Deputies

Advertising for deputy and successor has begun. Advertised via Facebook and mailing list on 15/9/2020.

Completed Actionable Items

ACTION	BY	STATUS	ITEM	MEETING
Rapier training - collation of poll outcomes	Gumuuinus	Complete - Item 6.1 - October 2019	8.21	21/07/19
Standardised report template sent to Officers	Gumuuinus	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	Complete	6.1	21/07/19
Business cards and flyers - To be added to Demo Box	Gumuuinus & Galen	Complete - November 2019	6.7	18/08/19
Storage facilities payment - Invoice for Abertridwr storage facility received from Galen - Devine will email Deb the details regarding Reeve so Deb can send the invoice through to Reeve for payment	Sarah	Complete	6.1	21/07/19
Business cards and flyers - To be added to Demo Box	Galen	Complete	6.7	18/08/19
Dates for A&S added to Calendar	Skjaldadís to Gumuuinus	Complete - All Thing 2020	8.1	15/9/19
Ordering of Knowne World Handbooks	Avalon	Complete - Dec 2019	5.2	10/11/19
Submission of Badges - Badge submission	Peter D'Gaunt & Gumuuinus	Complete - Dec 2019	A1.4	10/11/19

Addition of explanatory links to Award Recommendation page	Gumuuinus	Complete - Dec 2019	6.3	15/12/19
Purchase of Children's Bows	Andy, Gumuuinus	Complete - Dec 2019	8.8	15/12/19
Permanent Pell Installation	Peter D'Gaunt Noir	Complete - Feb 2020	8.13	15/12/19
Second set of keys from WPA	Devine	Complete	6.1	15/12/19
FB Group chat for Archery	Andy	N/A	8.7	15/12/19
\$1000 perpetual deposit with Wandu Progress	Sigmund/ Sarah	Complete - April 2020	A1.1	10/11/19
Youth tab> page, guardian forms	Gumuuinus	Complete - April 2020	7.2	15/12/19
Delegation Policy Updates	Gumuuinus	Complete - April 2020	10.5	19/1/20
Officer report template	Gumuuinus	Complete - May 2020	7.1	15/12/19
Newcomer packs for Website - Linked Newcomer Page to menu - Hard copies to be digitised	Gumuuinus	Complete - June 2020	8.4	18/08/19
Formation of Crisis Response Committee	Devine	Complete - June 2020	8.4	21/6/20
Dragons Bay Flowchart for Compliance with COVID-19 Response Plan and State legislative requirements	Gumuuinus and Devine; CRC	Complete - 21 July 2020	8.5	19/7/20
Complete Phase 4 Safety Plan	Devine	Complete - July 2020	8.1	19/7/20
Sign amended conditions of hire for Wandu Progress Association	Devine	Complete - July 2020	8.1	19/7/20
Prepaid training cards	Gumuuinus and Devine	Complete - July 2020	8.2	19/7/20
COVID Safety Plans and Certificates, associated documentation	Talwen	Complete - July 2020	8.3	19/7/20

Arrow Making Workshop	Andy	Complete - 9 August 2020	8.12	19/7/20
Introductory newsletters sent via Mail Chimp	Gumuinus	Complete - September 2020	-	-
Submission of Populace Badge to Rocket.	Gumuinus	Complete - September 2020		

Actionable Items on Hold

Pending action by external stakeholders or other issues.

ACTION	BY	STATUS	ITEM	MEETING
Organisation of signatories - Devine's addition to cosign: outstanding	Sarah/Devine	Ongoing	6.2	18/08/19
Updating Order of Precedence - Awaiting copy of form	Baroness Elizabeth	Ongoing: with Barony Aneala	8.6	18/08/19
Purchase of scribal items for Seneschal Citations (Kingdom Fund) - Spoken with Branwen re: paper - Wax seal for Devine Winter organised	Gumuinus - pending paper from Branwen	Ongoing: with Barony Aneala	8.18	21/07/19
Draft policy of Regalia Committee for Council consideration - Policy drafted.	A&S Officer	Tabled	9.1(2)	15/9/19
Regalia for Dragons Bay Champions - Policy drafted.	A&S Officer	Tabled	9.4	15/9/19
Period Toybox - Proposed to Aneala	A&S Officer	Tabled	9.7	15/9/19
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 - Seneschal to follow up - Send to Robert Leffan, Little Spoon and Kane Greymane	All Officers	Ongoing	9.4	10/11/19
FB Group chat for Parents	Kat Vargahold	of Tabled	7.2	15/12/19
Post Office Box at Kwinana	Devine	Ongoing	11.11	19/1/20
Inclusivity Workflow	Bethra	Ongoing	10.6	19/1/20

Letter to Richard via scribal scroll	Devine	Ongoing	6.1	19/4/20
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