

Important points:

Coronets! Notice there are 3 pairs of people who have put in letters of intent for the baronial coronets. There was a long discussion of polling and some information provided after the meeting from the EK polling deputy. Links to all of the letters of intent are below, as well as other important information. Please avail yourself of all opportunities provided to meet, talk to, and ask questions of the potential coronets. Keep an eye on email or the Facebook group to get further details.

Hartshorn-dale is planning 3 events in 2023:

King & Queen's Bardic in February, Nova Scola in March, and Harts and Horns in October (preferably). Please consider how you can help with any of these events! Bids for Harts and Horns will be requested for February, I believe.

Notes Hartshorn-dale Business Meeting 01 DEC 2022

Attendance-Officers:

- Seneschal - James O'Galleghure
- Webminister - Sarah le Payller
- Chamberlain - (see above)
- Secretarie - Kathryn Perry
- Chatelaine - Not present
- Exchequer - Elysabeth Underhill
- Fencing - Jacqueline Cross
- MoAS - Elizabet Marshal
- Social Media - Brandr
- Knight Marshal - not present

Attendance-Populace: Aislinn, Alison Wodehalle, Bertana of Cissanbyrig, Diana Alena Tregirtse, John Marshal atta Forde, David of Hartshorn-dale, Milissent De Haithwait, Adelina

1. **Officer reports** (please submit written report, which will be included in the minutes)
 - a. **Seneschal:** Shire is still a shire. I have received Letters of Intent for our first Coronets.
 - i. **Social Media Deputy:**
 - b. **Chatelaine** - Things have been relatively quiet here in the Chatelaine's office. However, Orso and I have been working on getting things set up for him to take over for me while I recover after my surgery on December 2nd. So far, Orso is set up with the Deputy Chatelaine Email so he will be available if anyone needs anything while I'm away. We're still discussing a potential date for the first Newcomer Night. There are a couple of scholas happening nearby in January and February so I'd like to make sure that we don't go up against one of those. I've also done some sorting through my newcomer's contact list to see exactly how many newcomers are active, inactive, and who's moved to a different area. Currently, we have 11 active newcomers, 2 inactive, and 4 that have recently moved to different locations.
If anyone needs anything from my office at all, please don't hesitate to reach out to either myself or to Orso over at the deputy chatelaine email address.
 - c. **Chronicler** - Diana would like to be the Historian, which is technically a deputy of the Chronicler (the Chronicler approves this.)

- d. **Webminister** - Minutes from the last business meeting as well as the last Baronial meeting (October 30th) have been added to the website.
- e. **Secretarie** - Notes from last meeting were created and posted
- f. **Exchequer**
 - i. Met with regional exchequer. Third quarter report now fully balances. Things have been learned!
 - ii. Still looking for a deputy. Anyone interested please let me know. Deputy could help out by keeping track of shire possessions (chamberlain duties), and learning all about the role of exchequer in preparation to take over the job if desired.
 - iii. "Review of books" awaiting file transfer from Diana.
 - iv. Meeting with Sarah to discuss chamberlain duties next week.
 - v. Current Balance: \$6623.65. Not much happened in November other than some of the checks that had been written for H&H getting cashed (food, NMS). One 45\$ check still needs to be cashed for H&H food.
 - vi. Society said they would begin processing the insurance requests for 2023 last week. We are waiting on the insurance for Bardic and Heavy Practice.
 - vii. I added a few quick updates to the exchequer policy document. Two for clarity, simply repeating an idea already mentioned in our charter or kingdom law. At Alison's suggestion, I also added a "refund policy" saying that people who don't attend events ask for a refund within 2 weeks.
- g. **Chamberlain** - I will be stepping down at the end of my term in January. Lissa will take on the duties of Chamberlain (as it's a deputy of the exchequer). If anyone else is interested let me know. Currently the list of Shire property is on the website. A "property storage agreement" for folks who were storing shire property on their property (which is all of our stuff at this point) is drafted, but hasn't been distributed yet.
- h. **Knight Marshal** -
- i. **Fencing**
 - i. Fencing happened
 - ii. 4 practices (11/7, 11/14, 11/21, 11/28)
 - iii. average 14 people attended
 - iv. Had our A&S invasion
 - v. Marshalls who attended: Jacqueline (MIC), James, Andre, Ian, Declan,
 - vi. Wentlyanna, Albion, Atilla, Genevieve, Griff
 - vii. 273/160 dollars needed collected in site donations.
- j. **Herald** -
- k. **MoAS** - November was an excellent month for the arts and sciences in Hartshorn-dale. A number of our members are branching out and learning new things. My half year report has been submitted (or will have been by the time the meeting starts tonight).
 There were two A&S Zooms on the 9th and 23rd and both were reasonably well attended. There will be two in December, on the 14th and the 28th. They will be on the same link, but officially be hosted by Aislin. There have been some good discussions on the Discord which may result in some workshops either on the Zooms or another medium. A&S Invasion of fencing is scheduled for December 19.

Looking ahead, the rules for the Crown Bardic being held in our own Shire in February have been posted, as have the rules for Crown A&S later in the year. Registration for Crown A&S has been opened.

Deputy reports (As of my writing of this, I have not received these from Diana - or I missed them).

- i. **Dance** - Dance happened at least twice in November
- ii. **Dining with Lorenzo Guild** - (Per last month's report) Will meet again in January to plan the Nova Schola Lunch with Colleen Heath

I. **MoL:** Nuthin happened.

2. Regular activities

- a. **Dance:** Friday evenings 7:30-9:00, indoor location in Norristown. Announcements by email and Facebook.
- b. **Dining with Lorenzo** on hiatus until January.
- c. **Brunch with Hartshorn-dale:** Sundays usually at 11am on Google Meet Link is always available on the calendar on the website.
- d. **A&S Night:** 2nd & 4th Wednesday via Zoom at 7:30PM on Zoom
- e. **Book club:**
- f. **Fencing** will be happening most Mondays in Spring City. Announcements are via email and Facebook.

3. Old Business

- a. **Update on Baronial coronets & choice of voting method. (Lissa)**
- b. **Policy regarding covid vaccine and testing:**
 - i. See this link for Kingdom Covid Policy and Kingdom wide mask variance for areas with HIGH COVID levels.
<https://seneschal.eastkingdom.org/kingdom-pandemic-response/>
 - ii. BoD policy as of December 1st, 2022, which has no restrictions other than specific language about the society not taking any responsibility for any individual participants health to be added to event & gathering notices:
<https://www.sca.org/news/board-resolution-amendment-to-covidsafe-policy-effective-1-december-2022/>

4. New Business

- a. The Seneschal has received three Letters of Intent for Coronet.
 - i. [Meisterin Naomi bat Avraham and Doña Jacqueline Cross](#)
 - ii. [Dame Elizabet Marshall and Magister John Marshall atte Forde](#)
 - iii. [The Honorable Lady Alison Wodehalle and Lady Milissent de Haithwaite](#)
 - iv. What type of poll? Ranked choice?
 - 1. Voters "rank" their choices instead of just choosing one of three. Group seemed to favor ranked choice voting as it is done in the East Kingdom, as explained by Alison.[Each voter ranks the candidates from 1st -3rd; the candidates get 3 points for a 1st choice, 2 for a 2nd choice, and 1 for a 3rd choice. If someone just puts a checkmark that candidate gets 1 point]
 - 2. Polling probably will not go out until after the holidays, probably mid January.
 - 3. An email from the EK polling deputy went out after the meeting. The text of that is below.*

- v. Elizabet is stepping down from MoAS, Aislinn as deputy is going to be acting MoAS until an election is held.
- vi. Lissa can set up a candidate Q&A online and in person?

5. Events and Demos

a. Crown & Consort Bardic Champs

- i. Feb 4, 2023
- ii. Format [HERE!](#)
- iii. Cooks planning Dayboard - see below
- iv. Determine masking via the Champs
- v. Any other activities? Silent Auction to support College of Performers
- vi. Child friendly area - Adelina (MaryAnn) volunteered to create/run such an area. A parent or family member is expected to stay with any child in that area.
- vii. Milissent: I have been working on the menu: at least 2 soups, fruit, cheese, bread, butters, roast chicken with sauces, another meat variety and some small hand pies.
- viii. The current champs do not wish to use AV equipment or amplification.
- ix. PRE REG IS OPEN

b. Nova Schola

- i. Mar 4, 2023
- ii. DwL meeting in January with Milissent to plan dayboard.
- iii. Site Deposit is happening
- iv. Start gathering teachers this month
- v. Possibility of informal order meetings in small lunchroom.
- vi. Get Insurance handled

c. Harts & Horns 2023

- i. Set a bid due date (not January, maybe Feb)
- ii. Champions (martial)
- iii. Investiture
- iv. October 14 or Nov 11th - Preferred date is October, alternate is Nov. 11th.
- v. Alison moved that James contact crown and church about the October date, and it was so moved.

*Email from the East Kingdom Polling deputy, Amarie de Saint Denis, sent to the group list December 5th:

Greetings!

I have outlined the process for polling below, complete with the various steps and their respective timelines. Some parts of the timeline are flexible, while others aren't. I am here for you every step of the way - it's not nearly as complicated as it may seem at first and I will do everything I can to ensure that it is as smooth and painless as possible.

1. Information Period/Notify the Populace - the Populace should be notified of the plans for Polling via the various communications vehicles for the group, including but not limited to the official newsletter, monthly business meeting, email lists, etc.

2. Polling form approval - concurrent with the Notification window (Step 1), the group can prepare their polling form and submit to me for approval, to make sure the document meets EK

Law requirements, plus the needs of the group. Templates are here:
<https://seneschal.eastkingdom.org/documents/>

3. Request Zip code List - Also concurrent with the Notification window (Step 1), the group can request their zip code list from EK Seneschal, (seneschal@eastkingdom.org).

4. Requesting Labels and Preparing Mailing - once the group has had their polling form approved, received their zip code list, and are within roughly 7-10 days of the Polling start date, labels can be requested by forwarding the zip code list to the EK Seneschal. She will forward to Milpitas, and return back the Excel file of labels in about one week's time. Labels will consist only of paid members residing within the group's borders as defined by zip code at the time of the request. On receiving the file, the group will prepare the envelopes and mail the polling forms. Forms *must be mailed no later than the 10th day after receiving the labels*, after which the Excel file is no longer deemed reliable, must be destroyed, and a new file must be requested.

Something to note here - while it is in no way mandatory, we have found significantly improved success in pollings that are sent out with a stamped, addressed return envelope in them. It's not required by any stretch but I know many people don't tend to keep stamps around so that definitely helps.

5. Polling Period - starts the day following the mailing of the last polling form. EK Law mandates that a polling must run at least 30 days, but no more than 45 days, and that all paid members of the group are to receive a polling form, including those younger than 14 years of age. At least 1/2 of the polled Populace must send back their forms correctly filled out for the poll to be valid. Poll validity count includes members under age 14. For additional requirements, refer to EK Law, Section VII. Branches, C. Polling Procedures. (<http://www.seneschal.eastkingdom.org/docs/EKLAW.pdf>) (Keep the holidays in mind with this one; additionally, even if you only have one set of candidates please remind folks that they still need to reply. I don't know how many sets you have running but I wanted to make sure I pointed it out because it is often overlooked.)

6. Tally Period - All forms received by poll closing date are generally counted within two weeks, and results forwarded to EK Seneschal and Crown (as needed), allowing a third week for postal mail. Completed forms are mailed to me unless there is a direct conflict (e.g., if I live in the group being polled).

At any point in this process, I am here to help you guide your group, so please ask any questions you may have! The most important step right now is to create the polling form; once you have a draft please send it to me and we can continue with the process. I am happy to help with any questions you have with the creation as well so please don't hesitate to reach out.

Yours in Service,
Amarie