

Shire of Starhaven
Business Meeting
Thursday, June 9, 2016

Meeting attended by:

Adults: 11

Children: 1

Total: 12

Meeting Start Time: 6:35 pm

Meeting Opened by: HLady Sythean Lina Chandler

Meeting Presided by: Lady Mor ingen Ronain, Acting Seneschal

Officer Reports:

Acting Seneschal, Lady Mor ingen Ronain:

Congratulations to our newly crowned Prince Ari and Princess Sibilla

Congratulations to our newest Knight, Sir Santiago

Congratulations to Isabelle and Gavin on the addition to their family, baby Dean

Lady Mor asked HLady Sythean and Mistress Genevieve to be her Deputies. Both accepted.

Report on Action Items from May Business Meeting: Status and next steps

- Santiago elevation posted by HLady Eithne – Completed 5/13/2016
- Archery Marshal report to Seneschal by HLady Kateryna – Pending, due next Quarterly Report
- Exchequer will send reports by Countess JeongMi – Completed
- New date for Fighter Practice posted by Lady Mor – Completed 5/13/2016
- Burton Park info on archery to Seneschal by HLady Kateryna – Pending/no response
- A&S class at HLady Catherine's – info request to Arianne – Pending/no response
- Articles for *Vair Bell* to market A&S classes by HLady Arianne & HLady Alane – Pending/no response
- Suntime/Viera meeting room info by HLady Alane – Pending/no response
- Cocoa Library meeting room openings by Lady Mor – Completed 5/13/2016
- Copy of email sent to newcomers from Nerd Fest by HLady Sythean – completed
- Nerd Fest next year by populace – More discussions needed/tabled
- Past reservation information from events by HLady Sythean – Completed 6/9/2016
- Contact Sir Haroun for new meeting room by Lady Mor – Completed 5/13/2016 (email)
- Peer discussion document and info dissemination by Lady Mor – Completed 5/13/2016 (page created on Facebook)
- GoogleDocs on Peer Meeting invitations requested by Lady Mor – Completed 5/13/2016

- Notification issue for Starhaven Planning Group page on Facebook by Lady Mor – Completed 5/13/2016
- Explanation of notification issue posted by Lady Mor – in progress
- Emails from those interested in Hospitaller team by Syr Geoffrey/Paige – Completed 5/13/2016
- Slogan contest/survey by Lady Mor – Tabled at this time

Officer Reports: Thanks to all the officers for keeping up with the Officer Reports to Kingdom. Please remember to send a copy to the Seneschal so that we are able to use them in our report to the Kingdom Seneschal

New Hospitallers: As the Hospitaller job can be a large undertaking, I want to thank Sir Santiago, Syr Geoffrey, and Paige for stepping up to this position.

- Appropriate signed warrants will be sent to Kingdom for signatures.

Poll for A&S class sites: the poll on Facebook returned – 7 votes for both sites, 2 votes for Cocoa, and 2 votes for Melbourne. Utilizing both sites will give everyone a chance to participate. (A&S update on room reservations)

- Lady Mor requested HLady Alane to move forward on reserving and organizing for these classes . *pending*

Exchequer, Sir Morgan Etienne ap Gwalchmai Gwynedd:

Absent. Deputy absent.

See the Exchequer's Letter in the June *Vair Bell* for his report.

Herald, Master Davius St. Jacques:

Absent.

Lady Mor reported that Master Davius is looking for a Deputy to take over the Herald's Office.

There is a warranting class for new heralds to take to hold office.

Knight Marshal, Tiberius Aurelius Magnus:

Fighter Practices in general are well-attended. Have 2 new fighters: Jason, just turned 16, and Keenan.

4th Sunday Fighter Practice & Revel:

- Syr Geoffrey requested classes at the Fighter Practice/Revel.
 - HLady Alane appointed to facilitate classes.
 - HLady Sythean appointed to facilitate potluck.
 - Syr Geoffrey and Paige will be added as hosts on Revel event page. *pending*
 - Lady Mor will post the event page 3 weeks out. *pending*

Arts & Sciences, THLady Arianna de Chateaumichel:

Absent, Deputy HLady Alane Godwin present.

HLady Alane reported that Lady Catherine is still interested in holding A&S workshops at her house and she told Lady Catherine to talk to HLady Arianna. Lady Mor asked for info to set up an event page for the workshop on Facebook. *pending*

Lady Mor asked about plans for A&S gatherings this summer with several classes/mini A&S Faire. HLady Alane does not have details for this. Lady Mor suggested that HLady Alane ask how she can assist her Officer with this. *pending*

Chronicler, THLady Eithne ingen Muirgein:

HLady Eithne asked for content for the *Vair Bell*: articles, recipes, games, puzzles, etc. A new column debuted in the *Vair Bell* this month, "Roaming Our Shire". Reports on activities and personal landmarks (births, deaths, weddings, names/devices submitted, etc.) submitted by the populace.

Thank you to Baron Wulfric for his assistance every month in posting the *Vair Bell* and Business Meeting Minutes to the Starhaven website.

Watch for a surprise in the July *Vair Bell*.

Old Business:

- **Starhaven Planning Group on Facebook: movement & ideas, great start**
 - RACI definition and how to understand and work with this strategic planning tool.
 - Lady Mor asked Mistress Genevieve to post an explanation on RACI and SWAT. *pending*
 - Ideas from the populace: training of officers (Lady Mor is working on that), Chain of Command, better communication, retention and re-engagement of members, using acknowledgement and appreciation
 - Mistress Genevieve suggested that we take each idea from the populace and post it separately to keep the comments grouped appropriately. Lady Mor recommended that we do one idea per week to get the best responses and not overwhelm. It was agreed that comments need to be put in the context of solutions to problems. *pending*
- **Official events**
 - From the Kingdom Social Media Minister per Society practice, if an activity (Fighter Practice, Business Meeting, Shire Night Out, Archery Practice, etc.) is published on the Starhaven Calendar as a Shire event, then it also needs to be public posting if published on our Facebook pages.
 - Easy for Lady Mor to create Facebook Event Pages. Let her know dates, times, location, if a recurring event, host name. She'll create the page and then it is the host's responsibility to populate the event page with information about the activity.
 - 4th Sunday Fighter Practice & Revel will be set up as an Event Page. 1st and 2nd Fighter Practices will be pinned at the top of the Newsfeed so as not to distract from the Revel.
 - Lady Mor asked Mistress Genevieve to have HLady Kateryna contact her about the Archery Practices for an event page. *Still pending from May waiting for communication from HL Kateryna.*

- **Unofficial Business Minutes**

- Lady Mor will continue to post them as a PDF on both Facebook pages with Action Items in red. The official Minutes will be posted on the Starhaven website without Action Items in red and notice of the posting will be shared on Facebook. *pending*

New Business:

- **Awards for Shire members**

- Mistress Genevieve has noted that we are not doing well in recognizing our people for awards and wants to explore ways to encourage this. In talking about it, people are telling her they don't know how to write recommendations, what awards are appropriate. She also noted there are a number of misunderstanding about who can nominate someone for an award.
- Lady Mor asked HLady Alane to facilitate a class on writing awards and pinging HLady Eithne as to the source of the class on awards that she mentioned. *pending*
- A class on the Order of Precedence was also mentioned to inform people on who already has which award.
- HLady Lylie said that scrolls used to be given to the winners of the Starhaven Champion lysts. Lady Mor confirmed that scrolls can be given by the Seneschal as long as it is not a Trimarian award. Scrolls can also be given as thank-yous to the crats of an event. *pending*

- **Other Class suggestions**

- HLady Lylie recommended that Newcomer Classes be simple. She attended one recently that gave too much information and left the newcomers overwhelmed. Lady Mor recommended she talk to Paige, who will be working on the Newcomers page for our website.
- Lady Mor asked Sir Santiago to create a short paragraph sharing his experience on being knighted for the new column "Roaming our Shire" in July. *pending*

- **Events: We need to start planning how to rebuild our coffers.**

- Thein Morgan has offered to do a Mace & Great Sword event. Lady Mor handed a bid form to Sir Santiago when he offered to deliver it. *pending*
- HLady Lylie offered to do Bungle in the Jungle. Lady Mor handed her a bid form. *pending*
- Mistress Genevieve asked if we have enough funds to handle front money. Lady Mor said that was a question for the Exchequer and she would check on it.
- **Donations –**
 - Syr Geoffrey asked about "putting out the hat" at Fighter Practices and asking for donations. Lady Mor said that we would have to be careful about the wording and she would contact the Kingdom Exchequer about that. *pending*
 - HLady Alane asked if the items she has been donating for largesse could be used for a raffle. Lady Mor said she'd have to check with the Kingdom Exchequer about the wording for that. *pending*

- Lady Mor recommended that it would be best if donations were handled by someone who was not an officer and she will double-check with the Kingdom Exchequer on handling donations. Any donations collected should be given to the Seneschal or Exchequer.
- **Shire Night Out**
 - July Shire Night Out is cancelled due to Barnes & Noble holding a Harry Potter themed event that night. *pending*
 - HLady Sythean agreed to write a short post for “roaming Our Shire” to encourage everyone to go to the Fighter Practice that Sunday. *pending*
- **Starhaven Website**
 - Mistress Genevieve asked about the status of the website cleanup. There are a lot of details to cover. Lady Mor will be working with Baron Wulfric and the Starhaven Officers to update and revitalize our pages. *pending*
 - Syr Geoffrey asked if the modern name of officers could be put on the website with the SCA name. He said it was confusing to newcomers. HLady Eithne explained the SCA name only was put because some SCAdians have problems in their modern lives if the connection is made. Have to have written permission to publish both. Syr Geoffrey recommended that a check box be added to the officer information page kept by the Seneschal to give that permission. Lord Tiberius is also willing to give his name. Lady Mor will research to see what the policy is for handling this situation. *Pending*
 - HLady Alane asked if the *Vair Bell* and Business Meeting Minutes could be moved to a more easily accessed position. It is currently difficult to find. Lady Mor said that she would work with the Webminister on that. *pending*
- **Combine Business Meeting with class or at Fighter Practice**
 - HLady Lylie asked if the Business Meeting could be combined with a class or with Fighter Practice. Lady Mor explained that had been discussed at the May Business Meeting. Mistress Genevieve concurred that it had been decided it was best to keep business with business and fun with fun
- **Gift Basket for 50th**
 - HLady Lylie said that she is in charge of the gift basket from Trimaris to the Outlands at SCA 50th and will be posting on Starhaven Populace asking for items. *Lady Mor posted 6/10/16 to both FB pages*
 - Lady Mor said she would post on Shire of Starhaven, Trimaris about it.
 - HLady Alane volunteered items from the largesse she has given to Starhaven. Lady Mor said those items were with Sir Trude and she would check into it. *pending*

Meeting Closed: 7:45 pm

Notes Taken by: THLady Eithne ingen Muirgein

Meeting Attendees:

Lady Mor ingen Ronain

HLady Eithne ingen Muirgein
HLady Sythean Lina Chandler
Syr Geoffrey Maynard of York
Mistress Genevieve La Rouse
Lady Whitney Willow
Paige Meldrum
Mistress Jutte Haberlein
Lord Tiberius Aurelius Magnus
HLady Alane Godwin
Sir Santiago Castanon de Anda
HLady Lylie Dendelyoun