

**Minutes of Ildhafn Council Meeting
Dated 13 November 2023**

Last meeting's minutes:

Attendance: Chantelle, Sandra, Sue, Alex, Ian W, Trent
Meeting started: 8.12pm

Apologies: Derek

Move to pass the previous minutes:

Moved by Sue
Seconded Chantelle
All those in favour - unanimous
Abstained: Alex

Welcome from Seneschal and report

Officer reports:

- Reeve - Sue
The end of Oct \$9242.16. Summer event need to come out of that. Chantelle to send receipts for summer. Kelsey, Derek, Reuben and 2 children
Sue proposed, Trent seconded all in favour. Zero isn't feeding through so have to still ask Ian and Nicola to view the bank account
Xero is a work in progress and not feeding through the bank transactions yet.
- Herald - Alex
Reuben has been in touch and discussing arms and names, and Alex is copying this to Saga (but she has had some issues and not had head space to learn much about the herald role yet)
- Web - Sandra
Updated contact for Inigo but awaiting a photo. Checked that he is both Heavy and Rapier marshal
Deputy (Ian P) has done a few web pages on new dev site but found some plug-ins missing. (I hope this tech stuff makes sense to somebody!) Anyone can view this.
Follow-up meeting to be arranged.
- Arts and Sciences
No report
Informal activities at recent events
- Marshal
No report
Championships fought and Rudiger was baronial heavy, Ed archery, fencing James of Southron Gaard
Ben got authorised at the weekend at the Sumor Event

- Archery
Still happening
- Quartermaster
Most gear is at the minerva scout hall, Trent and Michelle have a good portion, jugs and coffee plunger were retrieved by Chantelle,
- Chatelaine
Chantelle supplied clothing to the 4 new people at the event. Not sure where the gold key 5 boxes of clothing are atm - was in wendy's sewing room, then caitlin was chatelaine but not sure if she took the clothes (don't think she did). Trent and Michelle had a box that they brought to summer - but only have one box. Chantelle will find out where the clothes and boxes are
- Chronicler - Michelle
Working on new edition of Ildhafn Saga but has been delayed by new job

Hamlet business:

General Business:

Agenda	Discussion	Action	Completed	Further actions	
Financials		To do	After Sept meeting	Action for October	
Bank Account Signatories	Sue and Michelle were advised by Westpac that unless all signatories were already banking with them, they wouldn't look at moving Ildhafn's account over. Sue spoke with SCANZ and they plan to have set up their account with Kiwibank in	Proposed if current signatories are willing, we wait until SCANZ set up their account then we move over. Waiting on SCANZ to set up account with Kiwibank.	Current bank signatories have signed form that gives Xero access to bank transactions	Should have read only access by end of month.	

	two months.				
<p>CF Container, retrospective fees and on-charging fees going forward.</p> <p>Coordination between SCANZ and SG / Quartermaster. Establish any relevant policies, procedures and key contacts for CF container.</p> <p>Authorisation queried by Raffe for maintenance, painting and cleaning of container. No cost anticipated (free paint, volunteer work).</p>	<p>Chantelle received costs from SCANZ for container. \$365 x2 years + \$419.75 x2 years = \$1,569.50 less \$100 paid in 2018. This is 3 years in arrears and for 2023. SG reeve couldn't find invoices or payments for 2018 and 2021.</p> <p>SG's container broken into. Awaiting quote for lock guard (metal box surrounding lock on container).</p>	<p>Katerina, David and Ange have personal items in container, not aware of any others at this stage. Can work out how much to collect from them.</p> <p>SCANZ seeking 1/3 each from Ildhafn, Cluain and Darton. Total costs for container, 4 years site fee, from Southron Gaard reeve = \$1,469.50. 1/3 costs = \$489.83.</p> <p>SCANZ have mentioned it is up to the seneschals to agree the payment splits.</p>	<p>Seneschal's to discuss if fair and reasonable that Ildhafn Barony pays 2/3 of the Container costs. And who collects money from users storing private gear.</p> <p>Sue moves when invoice is fair, approve payment of Ildhafn's share. Seconded by Chantelle. All in favour.</p>	<p>Ideally three seneschals and Sue get together to agree on split. Confirm how best to oncharge private users of container.</p>	<p>Trent gave update that he has spoken to Bernard and Fiore in Darton and they are happy to look at 50/50 split. Josie at SCANZ is aware of the issue. A request for change of split needs to be</p>
<p>Invoice for weekend workshop hall hire in 2022 - Aug 27/28, Sept 24/25 and Oct 15/16.</p>	<p>Email sent to Trudy G on 16/02/23 and 27/03/23 with dates.</p>	<p>Chantelle to keep prodding Trudy for invoice so we can pay.</p>	<p>Email sent 6/9/23 (last years dates and added July 2023 workshop in).</p> <p>July 2023 no charge.</p>	<p>Invoice forwarded to Sue 6/10/23. To organise payment.</p>	<p>Paid</p>
Baronial Gear					

Most now with Trent and Michelle, a few things (jugs, etc) on Wendy's shelves in the sleepout - do we need to retrieve these?			Chantelle will retrieve these for Sumor event and then we can decide where to keep them.	In the food boxes and white jug either in Minerva or with Trent and Michelle	
Baronial Fealty rings. AU \$130 for two fealty rings.	Trent moved we replace Baronial Fealty Rings that have been lost for over 10 years. Chantelle seconded All in favour, Unanimous.	Have put in a request for two rings in most common sizes. Waiting to hear from Kingdom.	Trent to follow up		
Events					
Michelle, Trent and Ian worked on Bid for Autumn Crown Tourney at Camp Adair in March 2024. It has been approved by CoP. Trudie is co-stewarding.	Can't hire the large hall for wet weather. 90 people in smaller village, no electricity in bedrooms and kitchen & dining hall small. Sent out a survey and had 21 responses, 40 people saying will attend. Larger village will let us spread out with capacity of 180. Have to pay for 120 people regardless. Village	Ian emailing Gomez to confirm our desire to use the larger site and wish to increase the Adult prices by \$10 (Adult Full Event \$165) for a new breakeven of 87 adults. Once Gomez confirms Ian will book the larger site at Camp Adair. Need to finalise the pricing before we start advertising on Announce.	Chantelle 3rd steward and doing the meal plan now that she is not going to the UK for work	Should have received a deposit invoice 15 bookings so far Will advertise at CF FAT fund request in progress...? Chantelle suggested Vanessa for feast planner to be on budget Looking for bookings	

	<p>surrounds the tourney field. Kitchen and dining hall much larger. Bedrooms have powerpoints.</p> <p>Ian moves to alter the bid by increasing adult fees by \$10 (\$165 full adult) with break even of 87 adults, pending approval from crown for the larger site. Vanessa Seconded. All in favour. None against.</p>	<p>Will hold meeting re Crown Tourney next week, Wednesday night, once Gomez responded to email.</p>		<p>officer</p> <p>Booking form has been changed to show bedding hire available for \$20</p>	
<p>Weekend workshops:</p> <p>Can a sign/sandwich board be made to put out front of workshops in future.</p> <p>Vinyl signs at \$30-\$40 per metre. Nicola to talk to Melissa.</p>	<p>Armouring workshops in Auckland - contact Inigo/Derek.</p>				
<p>Demo's - where and how?</p> <p>Do people have contacts?</p> <p>Do we write to community groups, etc and offer?</p>					

<p>Need to figure out what, and who, we can offer - stocktake</p>					
<p>Summer Event Due to double booking at Hunua, Summer event to be held at Schlaepfer on 10-12 November.</p>	<p>Deposit has been paid.</p> <p>Michelle sent altered Crown Tourney Bid for Schlaepfer Park to Council to use for Summer event.</p> <p>Chantelle advertised for a steward.</p> <p>24/09 Don has offered to help.</p>	<p>Chantelle will run the feast and is proposing she can do the work with a few others as Steward leading up to the event, but won't be able to do the on the ground Steward lifting and carrying, etc. If someone else is willing to steward with her and then them and Don can be the on the ground stewards.</p>	<p>Chantelle to steward event and Trent would be interested in helping with Gate, Ian will co-steward if no one else wants.</p>	<p>Went well. 40 people attended. (Would have been more, but Covid caused last minute cancellations). Looks like there may be a profit of around \$350. It was nice to have a theme.</p> <p>Trudi bought more rocket than requested so went over budget</p> <p>Steward, meal plan and feast discounts to be redirected to fund Zet and Trudi if approved</p> <p>B&B at a discounted rate.</p>	<p>Final decision to be made online</p>
<p>Any events for Dec/Jan?</p>	<p>No one interested at this time</p>				
<p>Next year's winter event.</p>	<p>Sounds like a good idea. Will</p>				

<p>A visitor from Mordenvale will be here around that time and Chantelle jokingly said at Spring War under the Queen's cajoling that we could time it with his visit as we have no date set yet...haha. Might be fun to play on a connection between Mordenvale and us at the event?</p>	<p>look at Schlaepfer/winter venues later.</p>				
<p>General organisation</p>					
<p>Buy plastic separator like Cluain has for utensils</p> <p>Already approved</p>	<p>Did look, haven't found it yet.</p>				
<p>Vanessa will gift 3 plastic chopping boards.</p>	<p>Will get them before, or at, Sumor event.</p>	<p>Vanessa to deliver them to The B&B to put with the kitchen stuff.</p>	<p>They are now with the kitchen box - THANKYOU</p>		
<p>Organise a workshop to make Ildhafn kitchen knives.</p>	<p>Ildhafn has an engraver. Trent & Michelle to check.</p>				
<p>Need to put together feast kits (like we once had) for Crown Tourney.</p>	<p>To put together in the new year and to buy the drawstring bags that Alex</p>				<p>Alex to get price for bags</p>

	mentioned last meeting.				
Maybe look at buying some cheap bedding at op shops/any old bedding people have to donate for Crown Tourney?					
Website					
Chantelle would like us to start to properly look at migrating to wordpress and she am happy to start extracting all important things off the current website like minutes etc so we don't lose them (if that is what is needed)	Sandra put out for a deputy Sandra and Chantelle to talk on the weekend Sunday night	Ian Piddington is the deputy David Robb is the deputy also			
Stewarding and running an event info on Ildhafn's website outdated. Michelle has access to the website to update information.	Chantelle can assist as she has been running a lot of events and has been aligning prices/structures with Cluain, etc, and has up-to-date info on things.	Michelle to sort this before the next meeting on Wordpress.	Still planning to do.		
Update to method for tracking awards and champions.	Talking to Juliana about awards and cannon lore, etc.	Schedule a more focused talk on this - Sandra and Trent.	Planning to do and is on hold. Big project		

Could be modeled off updates made to Rowany awards...	Our awards page isn't linked.	Chantelle can be pair of hands for archival information when we are ready to migrate.	and if needed suddenly will be done.		
Other business					
Anne Dugmore next April Elizabethan event at Tauranga Historic Village - let her know, was sent out on the lists					

Next meeting date: 4th December

Meeting ended: 9pm