



# MEETING MINUTES (DRAFT)

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**Location:** Zoom

**Date:** 8 August 2023

**Time:** 7PM

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## MEETING DETAILS

### I. ATTENDEES:

Georgi Cavendish (Seneschal)

Mariangela Unitt (Reeve)

Luke Davidson-Black (Baron)

Victoria Davidson-Black (Baroness)

Alex West

Michael Rice (Chirurgion)

Alison Carr (Captain of Archers)

### APOLOGIES:

Jacqui McGarry

**Meeting commenced:** 7.03pm

### II. INTRODUCTIONS

#### **Prior minutes approved.**

July meeting minutes, proposed by Margot, seconded by Gabriel.

Officers' reports

- Reeve

GNW accounts have been finalized.

Bridge Club have sent through invoices for past 4 months for payment.

Current balance: \$25600.91

- Herald

Not present at meeting

- Hospitaller

Not present at meeting

- Arts & Sciences  
Not present at meeting
- Marshal  
Not present at meeting
- Captain of Archers  
New foam targets have been purchased and being used on Monday nights.
- Chirurgeon  
Nothing to report this month
- Webwright  
Not present at meeting
- Seneschal

### **Drop dead deputies**

While it is a must have for Seneschal and Reeve, it is strongly recommended by Kingdom for all officers to have a deputy (or two) to help out when you are busy/away etc. Also helps build a pool of possible candidates when your warrant expires.

### **Liquor Exemption requirements for events**

The Bridge Club has informed us that when alcohol is served at events – even for free, such as Jolly Dukes Tavern – it is a requirement under the Qld liquor licensing to apply online for an exemption certificate. It is free and should be printed off and available at the event venue if asked to produce it.

It does not apply to events where members are consuming their own alcohol – only where it is provided as part of the events (ie such as Bottony Cross or GNW with the Jolly Dukes Tavern). Failure to have it, if asked for by Liquor licensing people, results in a very large fine.

A link to complete the exemption will be provided to event stewards going forward.

### **Meeting Minutes & recorded names**

It's been raised with me about what names are recorded in minutes – SCA or mundane names. According to the Qld Fair Trading office, for non-profit committee meetings, it should be legal (ie mundane) names.

It is not a requirement that minutes are publicly available, ie published on website or FB group), only that they are available to financial members upon request. Placing them in the FB group is easier to manage than uploading to

website. To keep the FB file section manageable, previous 12 months will be available there, with older copies available by contacting the seneschal.

### **Disability access improvements at Bridge Club**

Have spoken with the Bridge Club President about possible improvements to the grounds to improve accessibility for members with disabilities, and overall better safety for all getting on and off the fields. The bridge club is very supportive of this idea and have provided contact details for the Brisbane City Council Accessibility & Inclusion branch. This branch funded and managed the capital works to install the elevator, disabled parking and widening of paths around the building, and the President will write a letter of support for the following improvements:

- A permanent safety ramp down to the bottom field
- A concrete path up to the storage shed and to the end of the top field, closest to the stairs, to connect to a second permanent ramp. This would provide access to the top field where archery is held, as well as safer paths to the shed when taking items to and from the shed.
- Repair of the hole in the edge of the top field, to prevent injury
- Night lighting for top field
- Review and repair/replace of existing shade shelters on edge of fields to be more useable

By requesting support from the Accessibility & Inclusion branch, it removes the need to apply for grants, the branch will project manage and fund all the work, including getting required permits etc, and there is no cost for the Barony.

I'll be contacting the branch in the next week.

### **III. PREVIOUS ACTION ITEMS**

<b>Action</b>	<b>Responsible person</b>	<b>Update</b>	<b>Status</b>
Survey for current members	Seneschal	Survey to go out by end of month	In progress.
A-Frame signs (approved in March)	A&S Officer & Seneschal		In progress
Business cards	Seneschal and A&S Officer		In progress
Shade Tents	Seneschal	Still searching for an Australian vendor	In progress

Action	Responsible person	Update	Status
Archery targets	Captain of archers	New foam targets purchased. Larger ones being sourced for quotes.	In progress

#### IV. NEW BUSINESS

Rapier Penetration Tester – as per decision made at the start of 2023, Alex has organize the purchase and delivery of the rapier punch test device from the US.

**Action:** Alex to submit receipts and paperwork to Reeve for reimbursement and bring the device to fighter practice to be stored in the shed at the bridge club.

#### V. EVENT PROPOSALS

##### Bottony Cross

Due to issues with transporting baronial gear to the Corso, the event steward, Nicola Boyd, requests that the venue is changed to the Brisbane Bridge Club. It is available for the same price as Monday night fighter practice (\$52).

Motion moved to accept the change of venue – Georgi, seconded Victoria

**Approved**

#### VI. EVENT REPORTS

GNW Report has been submitted by the event steward.

**Gross Profit: \$1,741.24, with Net Profit: \$778.72 (after GST, event memberships and kingdom levy)**

#### VII. CONCLUSION

Meeting ended: 7.26pm

Next meeting will be held on Tuesday 12 September 2023.