

AN TIR FINANCIAL MEETING -- July Coronation 7/16/17

Individuals with Business:

ROLE	SCA NAME	LEGAL NAME
King	Christian Bane	Emerson Waite
Queen	Helene d'Anjou	Heather Holmes
Seneschal	Lenora Truble	Tami Hayes
Exchequer	Arontius of Bygelswade	Michael Aaron Rogers
Curia Clerk	Althaia filia Lazari	Karen Rall
Kingdom Events Deputy	Ana de la Sara	Whitney Davidson
Seneschal Contingency Deputy	Alianora Greymoor	Kirsten Mohr
Exchequer PayPal Deputy	Katherine of Akornebir	Kathy Carpenter
Summits Seneschal	Piaras mac Toirdhealbhagh	Daniel Tharp
Fund-Raising Proposal	Edward Ean Anderson	Ed Carthell
KASB 2018 Event Bid	Disa i Birkilundi	Andrea Harding
May Crown 2018 Event Bid	Conn McRoy	Stephen Cole

Other Attendees (SCA names):

Ysolt Tayler of Windhill	Elena de Maisnilwarin
Styrkarr Jarlsskald (Collegium Class Coordinator)	Desiree Chiarestella (July Coronation 2017 Steward)
Steven Desjardin (May Crown 2017 Steward)	Dagrun Stjarna (Twelfth Night 2018 Steward)
Luciano Foscarini (Earl Marshal)	Cristiana de Huntington (Kingdom A&S Minister)
Guðrun Sæbjarnarsdóttir (Collegium Event Steward)	Alessandra da Montefeltro (Baroness of Wyewood)
Gera Gangolffin (May Crown 2017 Steward)	Afra Sternberg (Tir Righ Lists Minister)
Erik Loren Elcara (NMR Deputy)	<i>About 3 other people I didn't recognize.</i>

NOTES: All amounts are in US dollars unless stated otherwise.

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Report by Exchequer Master Arontius of Bygelswade

Current Financial Status

- The Kingdom currently has an asset total of \$152,762.45. Details are:

Primary Checking	\$63,999.09	Savings	\$14,673.17
CD 1404	\$13,266.79	CD 4953	\$15,504.16
CD 4949	\$13,391.10	CD 4957	\$14,845.62
CD 4950	\$17,082.52		

- The majority of our income is generated by attendance at Crown and Kingdom event fees. Most of the rest comes from donations by branches and individuals, and most of that is earmarked for the Raven Travel or regalia funds. While it looks like we have a lot of money in our bank account, a year's operating expenses are over \$40,000.
- The Kingdom Seneschal and Exchequer need to review the bank statements and Monthly Bank Reconciliations for December 2016, and for January through June 2017. This needs to happen before the August 12, 2017, audit of the An Tir Kingdom Books by the SCA officers.
- Major changes since May Crown include:
 - Profit from May Crown of \$2914.44.
 - The usual demands of Royal and officer travel, as well as NMR passing through the checking account.
- Of the total in the Kingdom's accounts, the following amounts are in dedicated accounts for specific projects:
 - Raven Travel Fund has a balance of \$4450.90.
 - Kingdom Feast: There is \$6956.53 in the account as seed money for the 2018 event.
 - University of Ithra: Previously these funds were in multiple local accounts throughout the Kingdom, some of which banks were about to confiscate because they had been dormant for too long. So far the Kingdom has brought \$19,315.28 into its main account, and will set up a separate line for all of these funds shortly.
 - Crown Repair: There is \$4902 in the account which we can use to refurbish our long-standing pair.

Non-Member Registration:

- NMR is currently at \$5682.97, but this fluctuates rapidly. So far this year, An Tir has taken in \$14,979.14 in NMR and paid out \$15,102.75. (Canadian events charge \$5 for NMR in that currency, the same as happens in the US, but the payments to the Society are all in US dollars, thus the odd totals.)

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- Branches have 10 days from the end of a qualifying event to mail the NMR they collected to the Kingdom. (Counted from the postmark date.) Kingdoms then must submit this money to the Society by the end of the month following the month when the events occurred. An Tir decided that if a branch cannot submit their check in time to meet the Society's deadlines, the Kingdom will pay the estimated amount out of its account in order to keep us in compliance, even if this temporarily puts us at a deficit.
- For more information about NMR requirements and the plan to implement PayPal, see the Society Exchequer's page at <http://www.sca.org/officers/exchequer/#nms> .

An Tir Kingdom Book Review

The SCA Inc. is sending an auditor to review our financial records and documentation practices on 8/12/17. SCA policy requires this examination be done every other year by someone who is not a signer on the current accounts. The internal review that Arontius and his associates have already conducted show a few areas that can be improved, but overall there shouldn't be a problem with us passing. The biggest thing An Tir needs to do is increase the number of audits the Kingdom does of local branch accounts, since that's part of the Society's expectation.

Revising the Kingdom Financial Policy manual

- The current edition was created in May 2012 and there have been a lot of changes since then. The Society is requiring that our new document be prepared and reviewed by the core Kingdom Financial Committee by September Crown, so that the final copy can be reviewed and approved by the SCA Board of Directors at their meeting on 10/28/17.
- Key changes between our existing 2012 policy and this new document will include:
 - Provisions to implement PayPal for event pre-registration and at gate. The Board of Directors is requiring specific elements to be stated in our policy for this to occur.
 - The State of Idaho now requires that a 6% tax be added to all Event Registration Fees. An explanation of how to collect and record these amounts, and how they will be paid to the state, must be added.
 - Our practice since 2015 of admitting minors to Kingdom events for free needs to be added.
 - Changing all references to 'NMS' (Non-Member Surcharge) to say 'NMR' (Non-Member Registration) in accordance with the terminology change at the Society level.
- The 2012 edition of the policy is posted at <http://www.sca.org/docs/finpolicies/AnTirFinPolicy.pdf> . Their Majesties, the Kingdom Officers, and anyone else who is interested is urged to review the policy in the next couple of weeks and notify Arontius of any other items they believe could be clarified or updated.

PayPal Implementation

- An Tir met the minimum Society standards to be eligible to use PayPal as of May Crown, but operational procedures and other details still must be worked out, and a bank account set up to process the funds.
- Baroness Katherine of Akornebir has agreed to be our Kingdom PayPal Deputy, leading the work to create the procedures, and train officers and gate leads on how to implement these.
- Arontius, Katherine, Seneschal Lenora Truble, and Kingdom Contingency Exchequer Deputy Etienne de Montagne are planning several training sessions throughout the Kingdom to educate branches on how to use PayPal for event registration. The first session is scheduled for 7/19/17, and there will be another at September Crown.
- Currently the plan is to use PayPal for the first time at gate at An Tir Collegium and then again at Twelfth Night 2018, and then start rolling it out for other events. Branches must meet certain standards in order to be allowed to use PayPal for pre-registration and gate fees, including submitting their financial reports and paying NMR fees on time.
- Additional information is on the Society Exchequer's page at <http://www.sca.org/officers/exchequer>

Idaho State Sales Tax:

- The State of Idaho has determined that admission to SCA Events meets the criteria as an activity where the 6% state sales tax applies, the same as for a concert or sporting event. The fact that the SCA is a Federal 501(c)3 non-profit organization does not qualify us for an exemption to this rule. The SCA's accountant has written out a procedure on how to collect this tax and submit it to the SCA which in turn will pay to Idaho.
- The Shire of Pendale's Championship Tournament was set for the weekend of July 1-2, about two weeks after An Tir learned of Idaho's requirement. The event was already planned close to the break-even point, it was too short of notice to raise the gate fee to cover this expense, and the Shire doesn't have a substantial savings to easily absorb the \$150-200 in expected tax. Thus they requested that the Kingdom cover this expense. Does the Financial Committee agree? DECISION: Approved. (The actual amount ended up being \$54.91.)

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- Washington state has a similar law on its books, but so far has not chosen to apply this to activities like SCA events. That could change at any time however. Oregon currently does not have a tax law like this.

Budget Adjustments

- Royal Travel -- Their Majesties are requesting the Kingdom reimburse them for a hotel room for Summits Coronet in September. They would really like to support the southern part of the Kingdom at this event, but it's a long trip for them with limited time off work. -- DECISION: Approved.
- Dropbox Account -- Currently, all the Kingdom's financial records are stored in one which has been handed from one Kingdom Exchequer to the next for several years. These officers have previously paid for this account out of their personal funds, but Arontius is now asking that the Kingdom pay the \$180 fee for one year of storage. Dropbox does meet the Society's standards for secure information. -- DECISION: Approved.
- Kingdom Trailer -- Viscount Ulfgar Thorvaldsson accepted the role of Kingdom Teamster at May Crown. He is able to store the trailer at his home at this time so the amount An Tir was previously spending on a storage unit is not currently necessary. However, we will continue to allocate this amount in the budget in case circumstances change.
- Youth And Family Activities -- When the YAFA budget was first created in November 2016 we had to estimate what they would need for travel, informational flyers, worksheets for various lessons, and award tokens for children who completed a module. The initial allocation was for \$900 and the office has been spending about \$100 a month this year, leaving about \$500 in the budget for the remainder of the year. -- Question: Does the Kingdom want to add financial support for YAFA in its budget line item? There is not time to address this issue today.

Fund raising plan by Count Edward Ean Anderson

- This plan was approved at May Crown and has already raised \$500 in donations for the Raven Travel Fund.
- For a \$20 donation an individual receives a card which they can then show to participating merchants for various discounts. This might be a percentage off the cost of certain items or all purchases over a certain amount, or the ability to get a selected items for free with purchase of other merchandise. The initial cards are valid from July Coronation through Twelfth Night, then new cards will be issued for the first half of 2018, and so on. (For the donation, US and Canadian currency will both be accepted at face value.)
- About a dozen merchants have agreed to participate so far. Look for a small banner with a carrack-style sailing ship on a cheque background in front of their booths. Edward will also publish the list online with a link to those merchants' websites so purchases outside of events can count as well.
- Viscount Ulfgar Thorvaldsson is helping implement this project in Tir Righ and there is also an assistant in the Inlands. Edward is looking for a volunteer to help spread the word and enlist more merchants in the Summits.

Other Business

- Arontius' extension as Kingdom Exchequer -- A one year extension to his warrant was approved at May Crown, but he, the Kingdom Seneschal, and Their Majesties need to sign the form this weekend. This will extend his term to July 2018.
- Kingdom Pavilions -- The ridge pole for the tent with green dags the heralds use was fixed at May Crown, and the damaged side pole was replaced.
- Collegium 2017 Attendance -- Can local branches pay for their Seneschal or Exchequer to attend the administrative track at Collegium? Seneschal Lenora Truble says this has been allowed for the Administrative Retreats held in various parts of the Kingdom; so it's fine to do it for Collegium if that is what the branch chooses. Participants need to commit to taking multiple classes in the administrative track however.

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Royal Regalia Projects

Crowns:

- Travel Crowns: These would be less elaborate and lighter weight versions that could be comfortably worn during day while walking around event sites in An Tir, or more easily transported to events in distant lands. They would also provide an alternative for a Monarch who was seeking a different fit for their head or their persona. The crowns are being constructed in silver by Master Sigmund Helmschmiede and Master Ugo de Mori. In January the initial payment of \$4300 was made to begin construction. The original projection was the crowns would be ready by Pensic War, but there's no update today. To follow the development of this new regalia, check out the Facebook page at https://www.facebook.com/newantirtravelcrowns/?hc_ref=SEARCH&fref=nf.

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- Refurbishing An Tir's long standing crowns: No new information today. Their Majesties and the members of the Regalia Committee still need to decide whether we want Master Torfin Torgulsson to do the substantial amount of work necessary to restore the crowns to a usable state, or find a way to retire them in a fashion that keeps them an active part of our history. There is \$4902 left from the original fundraising efforts, but it likely will cost more for a full restoration.
- The crowns that most An Tirians believe are our "first set", are actually the second pair in our history. Viscount Matheus Bane has photos of the originals and is seeking leads as to where they are stored.

Thrones -- Viscount Matheus has disassembled the old thrones and is turning the components into a variety of objects, including book covers, marshaling batons, and jewelry boxes. The first auction of these items will occur at September Crown. The metal portions of the thrones were turned into tokens to be given to the Kings and Queens who sat in them from AS 17-51. Matheus also cut 200 shield tiles out of the thrones that fighters can use in Crown Tournament. At \$10 each, this has resulted in \$1390 so far being donated to fund future regalia projects. All of the remaining tiles are currently spoken for, and Matheus is working to connect with those individuals for payment. Learn more about this project at <https://www.facebook.com/AnTirThroneFundraiser/?fref=mentions>

Regalia we are seeking bids for:

- Signet Ring with a miniature Kingdom seal to be used on scrolls where the regular seal won't fit. This could be a seal that is worn on a chain, or one that can attach to several simple finger-rings of different sizes. -- Viscount Matheus Bane has said he plans to submit a bid.
- Goblets for Their Majesties to use for toasts.
- Tokens for the former Kingdom Champions. These must cost less than \$10 per item.
- Royal Scepter and Rod: Arontius is waiting on a formal bid from Master Torfinn Torgulsson to replace the scepter and to make the rod using the same model. Other artists are also invited to submit proposals. No knife blade inside this time however, as it creates problems transporting the items across the border and through airport security.
- If you are interested in submitting a bid to craft any of these items, contact Chamberlain Charles de Bourbon for the details. Once we have specific plans, the Committee can decide whether to authorize this expense.

Tracking and Insuring Regalia:

- Duke Styrkarr Jarlsskald has located an appraiser who has the skill set to evaluate our current crowns, but he would like more information about what An Tir is looking for in the appraisal. The crowns would have to be dropped off one day and picked up the next. The rate for the work is \$95 an hour. Styrkarr gave the appraiser's contact information to Arontius.
- After the crowns, the next priority will be the orb.
- Master Phelan Tolusmidr has located 2 or 3 companies which could insure these items, and the premiums to cover the crowns range between \$250-\$1000. The policy must cover the crowns and the armored champion's sword residing at different times in both the US and Canada. The other policies must cover cross-border travel, but we might be able to save money by storing the items in only one country.
- Kingdom Chamberlain Master Charles de Bourbon is creating a spreadsheet to track all of our Kingdom property, including the regalia and new projects. There are a lot of items in a lot of hands, and keeping track of this is a challenge. He is investigating attaching GPS trackers to some of the most valuable items to aid in retrieving them if they are lost or stolen.

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Event Bids

Summary of decisions to date:

- July Coronation (July 14-16, 2017) -- Shire of Danescombe. Salmon Arm Fairgrounds, in Salmon Arm, BC.
- September Crown (Sept 1-4, 2017) -- Barony of Lionsgate. Camp McLean in Langley, BC.
- An Tir Collegium (November 10-12, 2017) -- Barony of Wastekeep. Red Lion Hotel in Richland, WA.
- Twelfth Night (January 12-14, 2018) -- Barony of Wastekeep. Red Lion Hotel in Pasco, WA.
- Kingdom Feast (Oct 12-14, 2018) -- Barony of Dragon's Mist. Ocean Shores Convention Center in WA.
- Twelfth Night (January 11-13, 2019) -- Barony of Three Mountains. Doubletree Hotel in Portland, OR.

Bids Being Sought

- Collegium 2017 = The Wastekeep team really needs another branch to step up now to shadow them and then run the 2018 event.. Then another branch needs to shadow the 2018 team so they can run the event in 2019. The intent is for lessons learned one year to be carried over to the next, so we sustain the vision of the

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event and keep making it more successful. Madone and Dragon's Mist have both indicated some interest in helping out. King Styrkarr will publish in various venues the details for this event.

- 2018 Events = We are seeking bids for July Coronation and September Crown. It's also time to start looking for hotel space for Kingdom Arts & Sciences and Bardic Championships in 2019.

Kingdom Arts & Sciences and Bardic Championship 2018 (March 2-4) -- Barony of Glymm Mere. Event Steward would be HL Disa i Birkilundi.

- Event website http://www.antir.sca.org/Upcoming/?Event_ID=4098. Additional competition information will be on the Kingdom Arts & Sciences website at <http://www.antirarts.com/>.
- Site would be the Shilo Inn in Ocean Shores, WA which we have used for this event several times before. There is plenty of space for presentations and meetings, an area that can be used for fight practice or a small tournament, and the rooms are nice. The only challenge has been slow restaurant service, and the event team will talk to the hotel about options for addressing that. Room rates would be \$124 per night for two adults, with additional adults being \$25 each, plus taxes. http://shiloinns.com/search_results.asp?PI=COSWA
- Projected attendance is 275 people, which is the average for this event. This would bring in \$5500 at gate. Projected expenses are \$3245, most of which is the hotel costs of \$2750. Expected profit would be \$2255.
- DECISION: This is a reliable venue for this event, and the Glymm Mere team has the experience. Approved.

May Crown 2018 (May 18-20) -- Shire of Ramsgaard. Event Steward would be HL Conn McRoy.

- Event website http://www.antir.sca.org/Upcoming/?Event_ID=4099
- Site would be the North Thompson AgriPlex in Barriere, BC. <https://www.fallfair-rodeo.com/agriplex/>
- They are projecting attendance of 500 people given the location, which would bring in \$10,000 at gate. (Typical attendance is 700.) Expenses are estimated at \$7975. This includes \$3500 for the site rental, \$3000 in equipment rental, and \$1475 in other expenses including the error margin. The result would be a profit of \$2025. (All figures in this paragraph are in Canadian dollars.)
- The site has flush toilets, water spigots, 2 full kitchens which we could use, propane fire pits, 10 horse stalls and an indoor riding area. There is space for 300 campsites.
- Discussion:
 - King Christian: He and Queen Helene both really want central BC to be able to host a Crown event, especially after the wildfires forced Coronation to be moved out of that area to Lionsdale on virtually no notice for this weekend. However, Christian has been to the AgriPlex before and has serious concerns about whether it will meet our needs. He remembers the ground is largely hard pack dirt and rock. This will present a challenge in footing for the fighters and would be impossible to drive tent stakes into. The layout of the site is also even more compartmented than the fairgrounds we're using this weekend, and thus far from ideal. This part of BC experiences a lot of wind.
 - Viscountess Lenora Truble: She can ask Master Ljotr Einarsson to visit the site and report back as he lives in the area.
 - Mistress Desiree Chiarastella: Who will be mentoring this event team? HL Ana de la Sera says she is helping the team locate a back-up Event Steward.
 - Mistress Elena de Maisnilwarin: Who will lead the gate team? This is a position that requires an experienced person.
 - King Christian asks what our options are at this point.
 - Ana de la Sera says that the Barony of Wealdsmere mentioned submitting a bid, but have not yet done so. Experience has shown that teams need a full year to put together a solid event without undue stress, although we've seen it pulled off in 6 months. The Barony of Madrone also offered to do a "wash, rinse, repeat" edition of May Crown at the site in Moses Lake, WA if there were no other viable bids; and everyone liked that venue.
 - Lenora Truble says that we can wait until September Crown and see if another bid is submitted there; or the core members of the Financial Committee could make a decision in a phone conference between now and then. We also could provisionally award the bid to Ramsgaard and give them time to address our questions.
 - HL Conn McRoy: (He arrived partway through the discussion.) The plan is to use the entire AgriPlex except for one building. There is a 6 foot fence around the perimeter of the site which allows us to control access. The cattle guards would be taken down. The area inside the race track is all grass and that is the intended space for tents. He walked the site in May.
- DECISION: The bid is accepted on the condition that Conn McRoy do another walk-through and send the Seneschal, Exchequer, and Monarchs photos of the site showing appropriate spaces for camping and fighting. Kingdom Events Deputy Ana de la Sera will work with the Ramsgaard team and some experienced event runners in Tir Righ to arrange some mentorships.