

AN TIR FINANCIAL MEETING -- May Crown (5/22/16)

Significant Figures Present:

- King Eirik Daegarsson
- Crown Prince Kjartan Daegarson
- Kingdom Seneschal Magistra Julia Sempronia
- Kingdom Exchequer Master Arontius of Bygelswade
- * Queen Driffina Ulfgarsdottir
- * Crown Princess Sha'ya Kjartanskona.

Report by Exchequer Master Arontius of Bygelswade

Current Financial Status

- As of 5/18/16 the Kingdom has an asset total of \$129,515.57. Balances in the individual accounts are:
 - Primary Checking: \$40,846.39
 - Savings: \$14,669.74
 - CD 1404: \$13,256.73
 - CD 4950: \$17,048.24
 - CD 4957: \$14,829.53
 - CD 4949: \$13,380.92
 - CD 4953: \$15,484.02
- The Kingdom Seneschal and Exchequer still need to review the bank statements from January through April 2016, and sign that they are correct. They also need to review and approve the Account Reconciliation Statement for first quarter (January – March).
- Major changes since Twelfth Night include:
 - Profits from Twelfth Night \$8,675.89. Kingdom Arts & Sciences and Bardic Championships \$1442,78.
 - Fluctuations in the checking account due to NMS payments coming in from events and then going out to the Society each month.
 - Regalia payments including the final amount for the second Kingdom crowns, and ongoing payments for award tokens.
 - Payment of travel expenses for officers. The largest portion of which was for the Kingdom Seneschal and Exchequer to go to the Society Symposium in Florida in February.
- Special Fund Accounts
 - NMS is currently at \$4,467.89.
 - Raven Travel Fund has a balance of \$3409.36. More donations are needed as our Monarchs will travel to 50th Year Celebration in June, which will consume some of this amount.
 - Kingdom Feast: Currently there is \$5302.42 in reserve for this event. During this quarter this money was moved from the Crier's bank account to the general Kingdom account. An Tir had wanted to open a dedicated account for this event, but the Society said the amount was too small to do so.

Minors attend Crown level events for free

- An initial report was made to the Financial Committee at September Crown 2015, showing that this policy resulted in a small loss of revenue for the Kingdom. Records of income for several years are being collected and analyzed to better explain the factors involved and the resulting trend in profits. Tentatively this information will be presented at July Coronation. However, in the interim this practice has been written into An Tir's financial policies for all Crown events, as we believe that as long as the losses are minimal, the value we place on encouraging families to participate is more important. This rule only applies to gate fees and not any feast that may take place. Julia and Arontius will work on the exact language.
- Tir Righ has also written this change in their Principality financial policy for that level of events. Many local branches have adopted the practice as well, but some cannot afford to do so, and that is their choice.

Reminder on Reimbursements – Per our written Kingdom Financial Policy: “Kingdom and Branch Exchequers are only obligated to reimburse for receipts presented within 120 days of the expenditure.” If reimbursements are needed after that deadline a proposal must be formally brought before the Kingdom Financial Committee so the relevant budget line can be formally adjusted. This is especially true if the request is made in the calendar year after the expenditure was budgeted.

Non-Member Surcharge

The Society has changed how it wants everyone to refer to gate fees at events: The posted fee should assume that attendees are NOT members, and then state that members will receive a \$5 “membership discount”. The idea is to emphasize to everyone one of the benefits of becoming a formal SCA member.

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The Society has issued a FAQ explaining when NMS applies, how to collect it, and the timeline for paying the money to the Society. Key points in this include:

- Branches have 10 business days to submit the NMS they collect at events to the Kingdom. (This is based on the postmark date, which particularly helps our Canadian chapters.) Kingdoms then have until the end of the month after those events to send the NMS payments to the Society. E.g. May events must be paid by 6/30. Previously the money was due after each quarter. Chapters who don't follow the new system can lose their status.
- Situations where NMS must be collected:
 - Any time an event is advertised in any SCA publication, either at Kingdom level or branch level, if the event charges a fee to attend, and the SCA insurance is in effect.
 - This definition has been expanded to specifically include any event where awards of any nature are given. This includes what An Tir refers to as "Tier 2 events" which are not listed in the Crier, but on a branch's website. Under this definition, An Tir has additional events where NMS applies.
- Activities exempt from NMS:
 - At fight, dance, or similar practices, A&S project nights, business meetings, or other gatherings which where people typically do not come in garb and no awards are given or ceremonies conducted. Typically no gate fee is charged for these types of activities which would mean no NMS. However, we are still awaiting confirmation because sometimes these activities do request a donation from participants to cover the cost of renting the space.
 - NMS does not apply to gate fees for minors. (This is a long standing rule.)
- A copy of the FAQ on the Non-Member Surcharge can be found on the Society Exchequer's website at <http://www.sca.org/officers/exchequer/#nms>

Since Twelfth Night, the SCA has appointed a new NMS Deputy who is actively engaged in the administration and organized collection of these fees. After some discussions with this individual and other Society officers, An Tir now acknowledges that using the new definition of when NMS must be collected, the Kingdom does owe some additional funds. (Approximately \$3800.) This summer, the Kingdom Exchequer will formalize a proposal to Society to pay off this debt and 'clear the books' so that we can start fresh and work towards implementation of PayPal for events in our Kingdom. Educating branches about these new requirements will be a key topic for local Seneschal and Exchequer training throughout 2016.

Financial Committee Discussions

New Budget Requests -- None this weekend.

Office 365 for Kingdom Officers

- The Society uses Microsoft Office products for most of its administrative functions such as officer reports, financial reports, and database management. Several Kingdom officers, including the Seneschal and Exchequer do not have Microsoft Office on their personal machines, and the version of Open Office that they are using is not compatible with the Society's software.
- Arontius requests that the Kingdom pay \$300 a year for an Office 365 subscription that would allow officers to use the same software as the Society officers.
- Mistress Ysolt Tayler of the Windhill suggests an alternative: She works for Microsoft and can use her employee discount to buy a current edition of Office which can be installed on up to 5 machines which will meet our immediate needs. The cost for her will be minimal so she is willing to donate this item to the Kingdom for free.
- Decision: Ysolt's offer is accepted.

Kingdom Pavilions

- HL Sigivald Garansson stepped down as Kingdom Teamster shortly after Twelfth Night and Master Talentus del Albero (Talon) has assumed these duties.
- Ripped pavilion: Previously this was thought to be the Arts & Sciences tent, but it turns out it is a different one with yellow dags. Talon is now working on a plan to get that work done.
- Talon and Arontius will do a thorough inventory of the Kingdom trailer prior to July Coronation. Once that's done we can talk about how tents should be allocated, and whether there is any room for new equipment.
- Remember if you are an officer and you would like your pavilion to be on the erics at a Crown event, you absolutely must contact the Kingdom Teamster and Event Steward 1-2 months before the weekend to make this request. If you would like the event team to set it up or take it down for you, you must explicitly ask for

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this, and be aware the event team may or may not be able to assist. It really does help if you can find the volunteers from amongst your own community to do this work.

Royal Regalia

- HL Sigivald Garansson stepped down as Kingdom Chamberlain shortly after Twelfth Night and Master Charles de Bourbon has assumed these duties.
- Crowns:
 - The final payment for the second set of Crowns has been made, leaving \$4902 in this account. However, we need to raise another \$4000-5000 to pay Master Torfin Torgulsson to completely restore our first crowns to a condition where they can be worn again. (These are now in his possession.)
 - Carry boxes for the second crowns: Viscount Matheus Bane submitted a bid to build these which will cost \$150. The boxes would be delivered at September Crown. This bid is approved today.
- Thrones -- The large versions for the King and Queen each collapse into a box, but are requiring more and more maintenance. The Kingdom Chamberlain published a request for proposals for new thrones earlier this spring, but no bids have yet been received. Charles and Arontius will make a second effort to publicize this request more widely.
- Scepter -- This was last seen at July Coronation 2015. Past Monarchs Havordh and Mary Grace need to file police report about this loss. When time permits a discussion should take place about whether to use the prior scepter on a long term basis, or to request proposals for a new design and then begin fund raising efforts to pay for that to be crafted.
- King's Signet Ring -- The ring worn by the King was lost in late 2015. This ring had a miniature version of the Kingdom seal embossed in it, and was used to apply that seal on scrolls where there wasn't space for the normal large seal. We need a new small seal, but the discussion today is whether that should be fashioned as a traditional stamp, or in a new ring for the Monarch to wear.
 - A citizen gave the Kingdom Scribe, HL Sarra the Brave, a new signet ring at Twelfth Night, but it won't work as seal. What should be done with this item?
 - Discussion: Other than individuals who have been Monarch or worked closely with the Crown on scrolls, most people have no idea the small seal was actually a ring. For them it probably doesn't matter how the new small seal is made, but some individuals at today's meeting do think it's important:
 - HRH Kjartan Daegarson: More jewelry for our Monarchs is a good idea as it creates the image of royalty.
 - Jarl Stykarr Jarlsskald: He always wore the ring in court and used it to sign a lot of scrolls, and he believes this is an important tradition. If the ring is replaced the band needs to be larger however, as he has small hands and it still only fit on his smallest finger. Perhaps several rings could be cheaply produced in several band sizes to fit different Monarchs. The seal itself doesn't need to vary in size.
 - Viscount Matheus Bane: He believes it's special to the recipient for them to understand the small seal was produced by the King's ring.
 - Decision: The Kingdom will have Magister Arion the Wanderer make a small traditional seal immediately, (estimated cost \$300); and then solicit bids for a new signet ring.
- Insurance for Regalia: The first items that need to be appraised are the second set of Crowns. The Chamberlain and Exchequer are researching options to find an individual who is certified to do such work for insurance companies. Other regalia will be appraised in the coming months. One unresolved question is how to find a policy that will cover items if they are in the possession of a Canadian resident. (This is especially crucial for the crowns as they remain in the hands of the Monarchs for the duration of their reign. The Armored Champion usually holds on to the sword as well, while the other items could be left with custodians on the US side of the border.)

Champions' Tokens -- Per instructions from the Society's Exchequer, Treasure, and tax expert, branches are limited to a token amount of \$5-10 for award medallions. Previously Master Torfin Torgulsson presented a design that would cost \$25-30 for each of the past Kingdom Champions. While he does amazing work, we need a cheaper alternative. Several discussions have resulted in the following 3 options:

- Solicit bids from artisans that would not exceed the \$10 limit and choose one of these to use in the future.
- Inform past champions that if they want a token they must pay the entire cost themselves.
- Inform past champions that they can choose a craftsman to make their medallion, and allowing that individual to charge the Kingdom for up to \$10 of this cost, while the champion pays the balance.
- More discussion is needed on this topic before a final decision can be made.

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EVENT BIDS

Summary of decisions to date:

- May Crown (May 20-22, 2016) -- Barony of Vulkanfeldt and the Barony of Wastekeep will jointly host at the Toppenish Rodeo & Livestock Association grounds (WA).
- An Tir – West War (July 1-4, 2016) -- West is hosting this year.
- July Coronation (July 15-17, 2016) -- Barony of Stromgard. Zumstein Family Farm in Woodland, WA.
- September Crown (September 2-5, 2016) -- Shire of Hauksgardr. Hood River County Fairgrounds in Hood River, OR.
- Kingdom Feast (October 28-30, 2016) -- Barony of Dragon's Laire. Ocean Shores Convention Center in Ocean Shores, WA.
- An Tir Collegium (November 11-13, 2016) -- See below
- Twelfth Night (January 13-15, 2017) -- Barony of Wyewood. Doubletree Hotel in SeaTac, WA.
- May Crown (May 19-21, 2017) -- See below
- July Coronation (July 14-16, 2017) -- See below
- Twelfth Night (January 12-14, 2018) -- See below

Bids are being sought for:

- Kingdom Arts & Sciences and Bardic Championships (March 3-5, 2017)
- An Tir – West War (June 30 to July 3rd, 2017) -- It is An Tir's turn to host.
- September Crown (September 1-4, 2017)

An Tir Collegium (November 11-13, 2016) -- Barony of Wastekeep

- Event Stewards will be Jarl Styrkarr Jarlsskald and HL Gudrun Saebjarnarsdottir.
- This is a brand new event being proposed by Jarl Styrkarr Jarlsskald and other members of the Barony. They are thinking about it as sort of a "Sport of Kings" like learning weekend for the arts and sciences community. This could include both formal Ithra classes as well as other types of presentation and learning sessions. Kingdom Arts & Sciences and Bardic Championship weekend (KASB) has become so busy there's no longer a chance for classes on that weekend, and the A&S community wants an opportunity to share and develop more of their skills.
 - While the focus will be on conventional arts & sciences activities, the team is also planning on a few classes on period fighting techniques.
 - This event would also become the permanent home of Fall Crown Council, so we don't have to do that online anymore.
 - In subsequent years the plan is for different branches to host, but Wastekeep will do the first and is open to doing the second in order to make sure this event concept is firmly established.
- They are estimating 300 attendees based on KASB numbers, but it's possible the event will be larger due the excitement of a new event, and because everyone will have a chance to participate in the classes, rather than only a small group entering presentations.
- Hotel would be the Red Lion in Pasco. We have an excellent reputation in the hotel industry for our rate of filled rooms and our conduct onsite, so they were able to negotiate a very good deal for the public space and room nights. <http://www.redlion.com/pasco>
 - Rooms would be \$100 per night regardless of the number of beds or occupants.
 - The Pasco airport is 6 blocks away and the hotel has a free 24 hour shuttle to this. Flights are about \$80 from Seattle.
 - There are other hotels next door if the primary site fills up.
- This is Veteran's Day / Remembrance Day weekend in the US and Canada, so some individuals will have Friday off of work.
- If the event is a complete failure the loss to the Kingdom coffers would be \$5000. If it's a success they anticipate a \$600 profit.
- DECISION = Bid accepted.

May Crown 2017 -- Barony of Madrone

- Event Stewards will be Baron Steven Desjardin and HL Gera Gangolffin. They've already recruited other staff including Archos John de Percy as Marshal Activities Coordinator, and individuals to do gate and scheduling.
- Site will be the Grant County Fairgrounds in Moses Lake, WA <http://www.gcfairgrounds.com/about.aspx>. The Shire of Ambergard has agreed to allow their territory to be used. They'll help a little with local arrangements,

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but the Barony of Madrone will be the primary ones doing the work. The site is about 30 minutes north of I-90, counting all of the stoplights through town. The site was used for May Crown in 2006, and there's enough space for fighting, camping, merchants, and RV's. The archery space may be limited, but they need to investigate this further.

- Based on the numbers in their revised bid packet, the expected profit would be \$4280.
- DECISION -- Bid accepted.

July Coronation 2017 -- Shire of Danescombe. Bid presented by Event Steward Mistress Desiree Chiarestella.

- Site will be the Salmon Arm Fairgrounds, in Salmon Arm, BC. This is about 4 hours north of the WA border in central BC, which may result in lower attendance than they are projecting.
<http://www.salmonarmfair.com/index.html>
- Comments from those assembled:
 - Magistra Julia Sempronia: We need to support events being hosted by branches further from the center of An Tir.
 - Queen Drifinna Ulfarsdottir: She is concerned that at Twelfth Night Danescombe proposed hosting July Coronation 2016 and that bid immediately fell apart. What is different with this bid?
 - Viscountess Lenora Truble: The shire originally wanted to host the event in 2017 and was asked to change it to 2016 as no one else had yet submitted a proposal for that date. The shire tried, but the site was already booked. While still in the same town, this is a different site, and rather than teaming up with 2 other small shires in their area, the event team will receive support from experienced event runners in the Shire of Lionsdale. We also have over a year to promote this event.
- DECISION: Bid accepted.

Twelfth Night 2018 (January 12-14) -- Two bids are submitted.

BID ONE -- Barony of Seagirt. Bid presented by HL Tatiana Alexievna.

- They have not hosted a Crown event since 2008 and are very excited to do so again.
- They are planning to use a conference center in Victoria. The primary hotel is located across the street, but is not directly associated with the conference center and therefore there would be no discounted rate for any rooms we use in the hotel for meetings. Perhaps we could charge an extra \$10 for the site fee to pay for that space.
- Room rates would be \$100-115 per night in US dollars.
- They are estimating an attendance of 600 people which would yield a profit of \$3500 using the normal \$20 gate fee for members.
- HL Sara the Brave says she has connections with the Clipper and might be able to arrange a group rate for the voyage which would lower the cost to \$65-75 round trip.

BID TWO -- Barony of Wastekeep. Bid presented by Mistress Ysabella Greene. Event Stewards will be Countess Dagrún Stjarna and HL Gudrun Saebjarnarsdottir.

- They are estimating an attendance of 700 people and a profit of \$8200.
- Hotel would be the Red Lion in Pasco. We have an excellent reputation in the hotel industry for our rate of filled rooms and our conduct onsite, so they were able to negotiate a very good deal for the public space and room nights. <http://www.redlion.com/pasco>
 - Rooms would be \$100 per night regardless of the number of beds or occupants.
 - The Pasco airport is 6 blocks away and the hotel has a free 24 hour shuttle to this. Flights are about \$80 from Seattle.
 - There are other hotels next door if the primary site fills up.

DISCUSSION

- This weekend is the Martin Luther King holiday in the US, so many people will have that Monday off.
- For the past 5 years attendance at Twelfth Night has been about 800 people and made about \$8000.
- Seagirt bid: While the group appreciates the Barony submitting a proposal, and would like to see events happen in Tir Righ, there are concerns this is not a viable financial plan. Getting on and off the island adds to the attendance cost, which is likely to reduce the number of people coming. There are also concerns about the additional fees for any hotel space we use.

DECISION -- The bid is awarded to the Barony of Wastekeep.