

AN TIR FINANCIAL MEETING -- September Crown 9/3/17

Individuals with Business:

ROLE	SCA NAME	LEGAL NAME
King	Christian Bane	Emerson Waite
Queen	Helene d'Anjou	Heather Holmes
Prince of Tir Righ	William MacBrennan	Will McGuire
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
Summits Seneschal	Piaras mac Toirdhealbhagh	Daniel Tharp
Tir Righ Seneschal	Alessandra Lucianna Giancomo	Christina Grant
Proposal: Scribe's Office	Renart the Fox	Randy Wagner
Proposal: Exchequer's Office	Mary Grace of Gatland	Nancy-Ellen Martin

Other Attendees (SCA names):

Porkell Palsson (Twelfth Night 2018 Steward)	Erik Loren Elcara
Steven Desjardin (May Crown 2017 Steward)	Ellen Fraser (Chronicler)
Oddr Þjálfason (Black Lion Herald)	Elena de Maisnilwarin
Luciano Foscarì (Earl Marshal)	Eilidh Keldeleth (Baroness of Dragon's Laire)
Jose Cabrera de Castilla (Baron of Dragon's Mist)	Charles de Bourbon (Chamberlain)
Hrollaugr Njálsson	Alessandra da Montefeltro (Baroness of Wyewood)
Gera Gangolffin (May Crown 2017 Steward)	<i>About 6 others I don't recognize.</i>

NOTES: *All amounts are in US dollars unless stated otherwise. There will be a Financial Committee Meeting at Collegium in November, but no Curia meeting.*

Report by Exchequer Master Arontius of Bygelswade

Current Financial Status

- The Kingdom currently has an asset total of \$146,573.51 Details are:

Primary Checking	\$57,796.90	Savings	\$14,673.42
CD 1404	\$13,268.34	CD 4953	\$15,507.27
CD 4949	\$13,392.67	CD 4957	\$14,848.11
CD 4950	\$17,086.80		

- 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.
- Major changes since May Crown include:
 - Profit from An Tir – West War of \$2261.51, but there are some factors related to that amount that are explained below.
 - Profit from July Coronation of \$698.34.
 - Initial payment to the Ocean Shores Convention Center of \$2850 for Kingdom Feast 2018. This pays for the site rental and damage deposit.
 - An advance of \$5000 was given to the Barony of Wastekeep this weekend to pay the hotel rental costs for An Tir Collegium in November.
 - 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 \$2221.30. This reflects approximately \$1900 in donations this year and \$3100 in expenditures. -- The new fund-raising program prosed by Earl Edward Ean Anderson in which participants make a \$20 donation to obtain a card that then entitles them to various discounts with participating merchants raised \$421.10 at July Coronation. This pilot will run through Twelfth Night, and then we'll decide whether to continue it for an additional reign. (The odd total is a consequence of the fact that Edward is accepting US and Canadian currency as equal, and then it's converted to US dollars for deposit.) A more detailed explanation of the plan is in the July Coronation financial notes.

AN TIR FINANCIAL MEETING -- September Crown 9/3/17

- Kingdom Feast: There is \$4406.53 in the account as seed money for the 2018 event. This is after the initial payment was made at the end of July to reserve the Ocean Shores Convention Center.
- 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.
- Note: Special Accounts such as the Raven Travel Fund and the Crown Fund, have specific rules on how that money can be spent. If you wish to request a withdrawal or reimbursement from these accounts, please speak with the Kingdom Exchequer to be sure the request falls within the specified parameters before incurring the expense.

Non-Member Registration:

- NMR is currently at \$3159.81, but this fluctuates rapidly. So far this year, An Tir has taken in \$17,268.11 in NMR and paid out \$19,914.88. (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.)
- 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. Auditor reviewed 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. We officially passed the review and are good for another 2 years. The auditor did note that some minor items of information were missing from official documentation, but this was easily correctable. The two items they said we need to work on are: (a) An Tir needs to more frequently review the financial records of local branches. (b) Make sure copies of financial records are immediately available in more than one location, in case one set is lost or destroyed. (The Dropbox system the Exchequer's office is using is one way to manage this.)

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 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. (For more on this requirement see the July Coronation financial notes.)
 - 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.
- Arontius will send a draft of the new policy to Their Majesties, Their Royal Highnesses, the Kingdom Seneschal, and a couple of other interested parties by 9/15. They need to review this and send him any feedback by 9/30. Anyone who is interested can read the 2012 edition of the policy is posted at <http://www.sca.org/docs/finpolicies/AnTirFinPolicy.pdf>, and send their comments to Arontius as well.

PayPal Implementation

- Baroness Katherine of Akornebir is our Kingdom PayPal Deputy.
- An Tir met the minimum Society standards to be eligible to use PayPal as of May Crown, but a number of details had to be worked out before we could start using it. The email system for the program has now been set up. Arontius is talking with Bank of America about establishing a dedicated account for these funds, but because the Kingdom Seneschal is a Canadian citizen there are extra steps which take additional time.
- The first training session for interested parties occurred on 7/19/17, another one this weekend, and additional sessions will be scheduled in the coming months so that local branches can learn how to use the system.

AN TIR FINANCIAL MEETING -- September Crown 9/3/17

- 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.
- PayPal collects a fee of 2.5% on every transaction. This means that on the new SCA member rate of \$25 the fee will be \$0.63 and for non-members paying \$30 it will be \$0.75. This is 12%-15% of the \$5 increase that was approved this weekend (see below).
- Additional information is on the Society Exchequer's page at <http://www.sca.org/officers/exchequer>

Budget Adjustments

- Arts & Sciences Department: The massive revision of the judging forms for the Arts & Sciences and Bardic Championships this year exceeded the original projections. Copies had to be printed at a couple of points for review and discussion to arrive at the final versions, then a large print run was required for use at the Championship in March, and some additional copies since for classes intended to educate the populace about the new system. The Arts & Sciences Minister has also been traveling more than normal in the course of this work. As a result, her office's budget line is already overspent by nearly \$200, and yet there are at least 3 more events requiring her presence this fall in order to continue teaching. -- Can \$500 be added to this budget line to cover those costs? DECISION: Approved.
- 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?
 - Discussion: We're proud of being out front in implementing this program. Other Kingdoms are engaging in fund raising activities to support their YAFA program in all or in part rather than doing so out of the Kingdom budget. Maybe An Tir could cap it's allocation at \$1500 per year and then do fund raising for any costs above that.
 - DECISION: Postponed until we have further information. Arontius will check on whether the YAFA tokens should be paid for out of the regalia section of the budget instead of Family Activities.

Crown and Kingdom Event Fees:

- Currently, the Kingdom of An Tir charges \$20 per adult SCA member for admission to Kingdom and Crown level events. Non-member adults pay an additional \$5 which is forwarded to the SCA corporate office. Minors are admitted for free. These events are the primary source of income for the Kingdom, money which is used for the officers to conduct the business of our organization, for our royalty to travel and the tokens and scrolls they give out, for the pavilions and regalia which make our events unique, for the storage unit that retains objects between events and information that must be preserved for the future, and funds to support branches in holding events. Unfortunately, over the past several years we've seen a steady increase in the cost for site rentals, royal and officer travel, and for portable toilets, dumpsters, and other infrastructure items. We also have an obligation to hold Kingdom events throughout *all* of An Tir, including areas some distance from the core metropolitan cities, where attendance and therefore income will be lower. Finally, our other source of income, donations from private individuals and tithes from branches, have been dropping as they face their own increasing expenses. When the Kingdom does receive a donation now, it is almost always on the condition it be used for a dedicated purpose, such as the Raven Travel Fund or new regalia.
- In 2013, An Tir brought in over \$37,500 through Kingdom events, but in odd numbered years we host An Tir-West War so that always helps. In 2014 and 2016, the Kingdom profit was about \$25,000. This year we've brought in just under \$15,000 so far, which means the total for the year will be much lower. This is primarily due to a loss on Arts & Sciences and Bardic Championship, and a much smaller than normal profit on the War and July Coronation.
- An Tir's annual expenses are budgeted just under \$40,000 and we need to keep at least a two year supply of funds in the account to be safe, ideally 3 years. The wildfires that have forced a number of events throughout the Kingdom to be cancelled or re-located on little notice with a resulting drop in attendance, are one example of the type of disaster we need to safeguard against. Another is what Blatha An Oir faced this summer with their Baronial trailer being stolen with thousands of dollars of branch property inside.
- Thus, An Tir must consider raising the gate fee for Kingdom and Crown level events to \$25 for adult members. Minors would still be admitted for free, and an additional \$5 would be charged for non-members.
- DECISION: Their Majesties agree that it's unfortunate but necessary to approve this increase, and the rest of the committee concurs. This will go into effect at Twelfth Night 2018.
 - Kingdom Seneschal Lenora Truble has already drafted new language for Kingdom Law reflecting this change and this is publically announced this weekend. (Text in the Curia notes.) Arontius will post the

AN TIR FINANCIAL MEETING -- September Crown 9/3/17

news in assorted online venues, and the 2018 event teams will update their websites with the new amount. It would help if other Kingdom leaders explained the need for this decision as natural opportunities come up to do so.

- Clarifications on Minors: In the US this is anyone who is age 17 and younger. In Canada it varies by province. In British Columbia, anyone age 18 and younger is considered a minor. Gate fee is charged based on where the event occurs: So someone who is 18 will be charged the adult rates in the US and the rate for youth when in BC. Arontius and Lenora will make sure this is clearly stated in the upcoming revisions of Kingdom Financial Policy and Law. HL Ana de la Sara will coach Kingdom Event Stewards on wording this in their site copy.

Other Business

- Kingdom Pavilions -- There are no repair issues or purchase requests known at this time.
- 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.

////////////////////////////////////

New Business

Awards Token Coordinator

- Duchess Mary Grace of Gatland proposed a new deputy position to coordinate the inventory and assembly of award necklaces and similar tokens to ensure that each incoming King and Queen is furnished with enough stock. Currently each Royal retinue team takes up this task anew, and doesn't even necessarily receive the left-over supplies from the prior reign, or at least not in a timely fashion. Creating a specific deputy for this task would mean there would be a point person to hold the current stock of supplies and give these to retinue members as needed, consult with TRH and TRM to determine their needs for tokens during a particular reign, and solicit the design and purchase of additional supplies from appropriate artisans. Items will typically include award medallions; beads, string, and fasteners for necklaces; and simple brass circlets for new Award of Arms recipients.
- Question: Does the Kingdom Financial Committee approve the creation of this Office? Which department would it fall under? How much should be budgeted per reign for this purpose?
- Discussion: Arontius believes the job would fall under the Exchequer's office and Kingdom Chamberlain Master Charles de Bourbon is fine with that. Expenditures have ranged from \$500-2000 per reign over the past several years. With a specific deputy in charge of this task they could comparison shop and screen the work of potential vendors to find better supplies for less money. The fact that supplies will definitely be handed from one reign to the next would mean that larger quantities could be purchased at one time, which also could save money.
- DECISION: The concept is approved as a deputy to the Exchequer. Arontius will create a report showing exact expenditures per reign for the past several years for discussion at An Tir Collegium. Then we can decide how much to allocate in 2018.

Kingdom Scribal Archivist:

- Master Renart the Fox, former Kingdom Scribe, proposed a new deputy position in the Scribe's office dedicated to the preservation of Kingdom scrolls. This would involve scanning, cataloging, and posting to a web-site scrolls, or equivalent award recognitions, that have been produced in An Tir's history to the degree that the current holders of such items are willing to give permission and make them available for photography. The emphasis would be on scrolls recognizing the creation of a branch or guild, those given in recognition of new peers, and other significant works of original art. The office may also take responsibility for storing significant scrolls from An Tir's history, for example if the recipient has died and their family doesn't wish to keep that artwork.
- Question: Should this position be created, and if so as a deputy of the Scribe's Office or what other department? Is an initial budget of \$500 appropriate to set up the web-site, set-up a system of scanning and copying, and miscellaneous archival supplies.
- Discussion: There is already a deputy in charge of preserving charters from past reigns (HL Laurin of Rosewood). How is this different? Could the photo of the scroll be linked to the person's Order of Precedence or Roll of Arms entry?

AN TIR FINANCIAL MEETING -- September Crown 9/3/17

- **DECISION:** Postponed until Renart, Arontius, and the current Kingdom Scribe, HL Sarra the Brave, have a chance to discuss the idea in more detail.

An Tir / West War:

- An Tir has received a copy of the final report from the event and we earned a profit of \$2261.51. As representatives from both Kingdom took a leading role in the planning and execution of the event, this profit rightfully belongs to both Kingdoms. Given that it's much less than the \$10,000 that An Tir has earned the last two times it hosted, An Tir is suggesting it be held in the bank account to be used to cover increasing costs of infrastructure for future editions of the war, assuming the West is also agreeable. -- Question: Does An Tir's Financial Committee agree with this idea? **DECISION:** Approved.
- An Tir's current policy for the war is 15 years old and hasn't been followed in several years.
- Arontius and Lenora Truble are both reaching out to their counterparts in the Kingdom of the West to continue discussions of the proposal to operate the war as an independent entity jointly managed by both Kingdoms, as is done with other inter-Kingdom wars. In the meantime, the tentative plan is for An Tir to supply the Event Steward for 2018 and for the West to supply most of the funding and general labor, basically the reverse of what happened this year. Simply the fact that An Tir and the West are both talking about joint operations is a huge step forward.
- Arontius has copies of both the 2017 event report and the proposal for joint operations for anyone who is interested.

////////////////////////////////////

Royal Regalia Projects

Crowns:

- **Travel Crowns:** These were delivered this weekend! Master Sigmund Helmschmiede (mka Vrin Thomasino) did amazing work to create these beautiful and practical pieces of silver regalia. They have the same visual essence of our current crowns, but are simpler and lighter weight so they are easier to wear during the day walking around site. Disconnect the padded liner, and they fold flat for easy transport on an airplane. The initial payment of \$4300 was made in January and the balance of \$1400 will be paid this coming week. Viscount Matheus Bane crafted boxes for the crowns, using wood from the former Kingdom thrones, and some creative metal pieces to fashion hinges and latches in a tree pattern. Viscountess Meagan Windemere made the liners for the boxes. The \$175 check for these containers will be issued this week. Pictures of the finished crowns and the development process are at https://www.facebook.com/newantirtravelcrowns/?hc_ref=SEARCH&fref=nf.
- **Refurbishing An Tir's long standing crowns:** No new information today.
- 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 occurred this weekend and raised \$5600 for the regalia fund. Another auction will be held at Twelfth Night. 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 that can be worn on a chain, or one that can attach to several simple finger-rings of different sizes. This might simply be decorative or it could be used to imprint the Kingdom seal on scrolls where the regular seal won't fit. (We already have a stand-alone small seal for this purpose made by Master Arion the Wanderer.)
- **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.

AN TIR FINANCIAL MEETING -- September Crown 9/3/17

- If you would like to submit a bid to craft any of these items, contact Chamberlain Charles de Bourbon for details. Once there's a specific proposal, the Financial Committee can decide whether to authorize the expense.

Tracking and Insuring Regalia:

- Duke Styrkarr Jarlsskald has located an appraiser who has the skill set to evaluate our current crowns, and he charges \$95 an hour: Vincent C. Rundhaug at Desert Gem Studio in Kennewick, WA. Given his location, and the fact that Their Majesties will be attending Collegium in Richland in November, the plan is for both the current and travel crowns to be appraised that weekend. (Typically items can be dropped off one day and picked up the next, but this becomes more complicated when items are in the possession of people who don't live in the Tri-Cities area.)
- After both pairs of crowns are appraised, 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. That policy must cover the crowns and the armored champion's sword residing at different times in both the US and Canada, which means more paperwork and fees. 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.

.....

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 Arts & Sciences and Queen's Rapier Championship (March 2-4, 2018) -- Barony of Glymm Mere. Shilo Inn at Ocean Shores, WA.
- May Crown (May 18-20, 2018) -- Shire of Ramsgaard. North Thompson AgriPlex in Barriere, BC.
- 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:

We are seeking bids for An Tir Collegium, July Coronation, and September Crown 2018. Along with Kingdom Arts & Sciences and Queen's Rapier Championships in March 2019.

Bid Proposals this Weekend:

None