

# Hartwood Feb 2024 Council Minutes

2024/FEB/13

Zoom Meeting

## Present

### Officers:

**Seneschal** – Baroness Letitia Talbott  
**Exchequer** – Mualima Halima al-Rakkasa  
**Chamberlain** – Thyra Svendsdottir  
**Chief Archer, Chief Chucker** - Master John Macandrew  
**Deputy Seneschal** – HL Scarlet O'Tomalty  
**Minister of Arts and Sciences** – Conall MacLagmayn, OP  
**Minister of Stables** – Armiger Maurus Ioinur  
**Chatelaine** – Lady Giovanna de Solarrio  
**Chronicler** – Beatris inghean Ghiolla Mhuire  
**Minister of Blades** – Baron Alfredo de Chieti

### Populace:

HL Aspasia  
Nicholas Worthington, OL  
Alicia le Wilfulle, OL  
Johanna Worthington  
James Llewellyn ap Gruffydd, OP  
Her Grace Tangwystl Tudur, OL  
Cunegonda van der Bossche

### Absent:

**Deputy Herald** - Theodora van Zeeland

### Vacant Offices:

**Herald**  
**Family Activities**  
**Chamberlain**  
**Chief Scribe**  
**Webminister**

## Call to Order at: 905 pm

- **Ratifying of Previous Minutes**  
Maurus moved Seconded: Thyra
- **Officer Reports**

A. **Seneschal**

SCA Name: Letitia Talbott

Modern Name: Bobbi Baker

Branch: Shire of Hartwood (Mid to Upper Vancouver Island, BC, Canada)

Membership Info: #226684 EXP. 05/31/2026

Address: 5105 Lee Rd, Duncan, BC, Canada

Phone: (250) 213-7998

Email: hartwood.seneschal@tirrigh.org

Warrant: 2023-01-08 - 2025-01-08

**Offices:**

We have 5 Offices still without permanent Officers (Though we have most excellent deputies taking things on in some)-

- Webminister
- Tutr Minister - Pending
- Herald
- Family Activities
- Chief Scribe

**Kingdom News:**

The SCA is changing membership fees. Currently this does not affect Canadian memberships. The SCA is also changing the NMS fees, and this will be across the board and will change in Canada as well. The change will be a \$5 increase for all non-members attending events, which means the NMS will now be \$10 when non-members attend events.

Hopefully this will cause people to purchase a membership should they be attending enough events to make it worth their money.

We have had consistent A&S in the branch. I am hoping within the next few months to see Martial Practices to start up again should the weather comply.

We have one demo planned for the year. I would like to see someone take on a small newcomers event directly afterwards. It can be small and at a meeting that already occurs. We should look at having a few other small demos, and look into advertising as well.

I will be contacting officers to set up ZOOM times, or in person coffees to talk about their offices and what they would like to see for the branch.

This concludes my seneschal's report for February 2024.

Yours with Joy,  
HE Letitia Talbott

o

**B. Chatelaine**

SCA Name: Giovanna de Solario

Modern Name: Don McConnell

Branch: Shire of Hartwood

Membership Info: #237213 EXP.: 03/31/2025 Address: Box 1053, Ladysmith, BC

Email: hartwood.chatelaine@tirrigh.org

February 2024 Report

**MOVIE EXTRA OPPORTUNITY**

Hartwood was approached via email by an assistant casting director (ACD) for a movie set to start filming the end of January start of February – a casting call.

I contacted the ACD and asked for more info regarding what she was looking for specific to the SCA. The film was about a medieval themed party set in the present day.

I developed a posting for Facebook based on the criteria the ACD was looking for and posted it on the Hartwood Facebook page.

As potential participants were to contact the SCD directly I have no knowledge of how many or of any members of Hartwood applied.

The Baroness of Seagirt shared the post on the Barony Facebook page as well.

**HARTWOOD TUTR**

- The month of January was filled with planning for the Hartwood TUTR scheduled for February 2 – 4, 2024.

It is hoped that newcomers will attend as well as SCA members.

I am on the event team and will be at gate in order to greet any newcomers.

- As newcomers are expected I will have the Known World Handbook onsite as well as Hartwood brochures and business cards for anyone expressing an interest in more info.

I also hope to speak with any previous Chatelaines attending about their experiences and what I should be doing to better the SCA experience for newcomers.

YIS

Givanna de Sollario Chatelaine of Hartwood

**C. Chief Scribe - vacant**

**D. Chronicler**

Beatris inghean Ghiolla Mhuire

MKA Bonnie Murray

Nothing to report

Still looking for a deputy

**E. Exchequer**

**See reports for full report**

Mualima Halima al-Rakkasa

We have money in the bank, though less than last report. YE report did not balance, but filed anyway. Principality and I have worked on it, so they are aware of the discrepancy, and we will fix it.

Cunegonda will replace me by summer.

**F. Chamberlain**

Thyra Svendsdottir/Kelsey Watts

News and updates:

The locker payment method needs to be set in place, we're coming due for the next quarter and I don't want issues or late fees. I also want the best system possible for our Exchequer.

As the weather and daylight improves, the locker clean-out and inventory approaches. If anyone has specific knowledge about certain things in there or in care and maintenance of, please let me know soon so we can do our best. Also anyone wishing to be involved in the work is welcome to reach out as well. Currently the plan is to use a Historic Arts day to also have indoor space for the significant collection of paper and more delicate goods to be assessed. Results of this work aim to be: more accessible storage, less risk of damaging things during selection for events and an updated inventory. Also intended is the removal for disposal of unsuitable, broken or useless materials and goods, by yardsale, auction or bin.

Fabric yardsale at TUTR, has resulted in a minimum of \$70 for the Shire, please update me if this has improved!

A set of tent assembly diagrams will be done for this outdoor season.

**G. Herald**

Alicia provided quick report.

Several submissions going on, Giovanna has device in submission, Connal has his device Letitia received her badge. Helga had 3 names and device approved

**H. Minister of Arts and Sciences**

Master Connal MacLagmayn, OP

- Meetings are continuing to happen at Alicia's and at South Hartwood Historic Arts at the Bradley Centre, as well as South Hartwood A&S at Alicia & Stephen's. Hurrah for A&S meetings!
- If you are hosting or organizing regular (or sporadic) A&S meetings in your area, please drop me a note. I would love to include your efforts in my reports to Principality and Kingdom!
- Hartwood Spring TUTR saw a good showing of students and instructors from near and far. Well done everyone involved, looking forward to a repeat in the fall!

Yours in Service,

Master Connal MacLagmayn, OP

I. **Minister of Stables**

Armiger Maurus Ioinur

Nothing to report

■ **Chief Archer /Chief Chucker**

Both ranges closed. Hoping to see TW open in a month and archery in two. Stay tuned for announcements.

Master John Macandrew,

■ **Minister of Blades**

Alfredo has stepped down due to impending move. Our greatest thanks to his very hard work and he will be very missed. The position will default to Maurus until a replacement is found.

J. **Webminister**

Halima – no changes since last report

No issues with spam in FB

## Past Events

### HARTWOOD TUTR EVENT REPORT

Event Stewart: Beatris inghean Ghiolla Mhuire

TUTR Dean : Mistress Alicia le Wilfulle

Site Steward: Giovanna de Sollario

- We had an excellent TUTR that seemed to have been enjoyed by all who attended.
- Registration: 46 students registered (41 pre-registered + 5 onsite registrations).
- 15 Instructors participated of which 12 were also students. Special thanks to HL Letitia who stepped in on short notice to replace an instructor who became ill.
- A total of 24 classes were offered and all met the minimum number of students. In all, 154 class seats were filled!!!!There were unfortunately some no-shows for classes which left empty seats. We see no way of avoiding that.
- The advertising and PR provided by Kris Sayer was amazing and very useful in increasing registration in classes that had low registration.
- Mistress Alicia worked magic with organizing the classes, dealing with registration, and providing nearly instant feedback to registrants. Cunegonda handled developing and monitoring the registration site.
- Giovanna dealt with the site and any interactions with the landlord and problems that arose while the event was on.
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- Financial

Budget	Actual	Budget	Actual
40 adults	42	\$800	\$885
8 seniors	9	120	135
27 Camping	7 Pd	140	35
*Instructors free			
		\$1060	\$1055.00
Donations for food			223.40
Class fee donations			39.00
Material donations			70.00
Total income		\$1060	\$1487.40
Less expenses		950.00	928.33
Net Income		\$110	\$414.07

### What went well

- **Registrations**

- The back end work with registrations done by Alicia worked well and helped in sending data to TUTOR admin.
- Registration cutoff worked well as did allowing onsite registrations
- Including science classes was appreciated
- Being able to register online

- **Site**

- All rooms have now been photographed and equipment noted for future events
- Upstairs entrance worked well for drop offs
- Advertising by Kris really helped
- Having a Site Event Steward really helped
- Caleb as cook worked very well

- **General**

- Lots of useful items in TUTOR bin found in stores
- Sleeping area very useful to reduce participant costs
- Good to have hangout area downstairs
- Use of ward room for quiet space (steward at night, participants during day)

- Signage in the site (classrooms, etc) worked very well
- Providing food by donation worked very well
- **Things to Improve**
  - Utilizing classroom space and equipment - matching to class
  - Need to get a TUTR budget
  - Get a site cleaning crew - access in morning or day before to ensure site is clean.
  - Decorations and theme team
  - Get everything finalized sooner - ie website, advertising, calendar
  - Ensure all information is accurate on website, FB, and calendar
  - Better SCA signage - white signs difficult to see and notice, esp at night
  - Dedicated team for putting up and removing signage - create a site map for sign placement
  - Dedicated gate person/team - not stewards
  - Develop a list of job descriptions ie Kitchen, garbage, smoking site outside
  - Clean up crew
  - Ensure kitchen crew follows food safe rules and regulations.

## 1. Demos

### **Fall Faire**

#### **Armiger Maurus**

Medieval Fall Faire - Steward Maurus Ioinur

- We now have a dedicated Facebook page (<https://www.facebook.com/profile.php?id=61555960424400>) for the event which will serve as the primary point of contact for vendors and the public, and keep our planning discussions separate.
- Lots of great ideas for making this year's Faire even better.
- We have a travelling Blacksmith that is interested in attending, an idea for a siege cooking competition (think "Wrought" Iron Chef). We will also have more indoor vendor spots as well as an indoor option for camping.
- We are still looking for more people to join the team running our event. In particular some "assistant chatelaines" to help welcome and inform the public and potential new members. Also looking for those interested in joining the Voice Heraldry team.
- We are hoping to get the schedule organized as soon as possible and updates are being made to the Tir Righ calendar page as we progress.

## 2. TUTR

- Want to put on a TUTR in Oct 18-20
- Site will guarantee this years price if we book both October and Feb 2025 soon
- Save the date will be put in by Letitia

## 2. Projects

- a. Library Database – Lady Thyra
- b. Auction – Lady Scarlet
- c. Mantles for Defenders, Researcher and Exemplar

## 3. Change in Officers

TUTR Minister Application – Mistress Alicia

- a. All approved!!!!

## 4. Old Business

- a. Tarp for Tent - Not yet purchased. Will buy soon
- b. Discord Channel - Still not up and running as Beatris is moving and focused on that
- c. Signs – on hiatus
- d. Hartwood Auction - nothing happening yet

## 5. New Business

### **Proposed addition to the Customary of the Shire of Hartwood:**

Re- institution of the “Swan Guard”, originally of Cragmere.

All credit and due respect to Asa Martel who drafted the original rules and oath of the Swans Guard on March 11th 2007.

### **Purpose:**

To represent the Shire of Hartwood both by assisting our allies in battle, by acting as guards/retinue for Royalty, and by assisting in other ways while in attendance at events.

### **Regalia:**

Swan Cloaks (presently there are eight including the one in the possession of the Exemplar). In future other regalia to be added may include a tabard bearing the Shire Device or Populace Badge and possibly a shield impaled with the arms or symbols of False Isle and Ravensley.

### **Who can be a Swan’s Guard:**

Any paid member of the Shire of Hartwood who participates in any of the Martial disciplines (Archery, Thrown Weapons, Armoured, Rapier, or Cut & Thrust fighting, etc.) who is willing to swear the oath to defend the Shire and its allies and to uphold the ideals of Chivalry. When acting as a Swan’s Guard a member is expected to wear the regalia and if bearing weapons , they are to be of period appearance. (A sword for fighters, a spear for throwers, a bow for archers).

### **The Oath** (To be administered by the Senechal):

Know that in troubled times there are those who stand as a bulwark before the tide. You, Applicant’s Name , who have shown yourself worthy to join the Swan’s Guard, in full knowledge and understanding of what is asked of you, swear to stand in readiness to defend the Shire of Hartwood against any foe and hold fast to the virtues of honour and chivalry.

Applicant Swears

Stand as the newest member of the Swan's Guard, and let your strength support your comrades in arms as theirs will support you.

3. **Round Table**

Thyra wants to look at running a midsummer event

**Upcoming Meeting Dates: March 12th 2024 at 7:30pm Via ZOOM**

**Adjourn at: 943 pm**

Motioned: Bonnie

Seconded: Thyra