

Minutes for Aug 11, 2021, Business Meeting for the Canton of Wyndriche (incipient) .
Minutes are denoted by >> symbol and subsequent text.

❖ **Opening:**

- What, when, and how to join this meeting.
 - Quarterly Business Meeting for the Canton of Wyndriche (incipient) .
 - Aug 11, 2021, at 7:30 pm EDT. >> actual at 7:31 pm.
 - G-Meet at <https://meet.google.com/pnj-iajm-zwu>,
or dial: (US) +1 314-325-4109, PIN: 234 786 394# .
 - >> Thomas' hardware and software encountered multiple issues prior to meeting, thus had to go to Moire + Antony's house to activate the meeting.
 - >> Discovered that unless person who created the G-Meet attends, no one else can get into it.
- Show anti-bully anti-harass policy slide, or written policy at <https://www.sca.org/wp-content/uploads/2020/07/Bullying-Policy-April-2020.pdf> .
 - >> not shown, since hardware did not have a camera & all attendees were in same house.
- Call to order, decide who is taking minutes, list attendees, and ensure quorum.
 - >> begun at 7:40pm, with prior 9 minutes waiting for folks to arrive.
 - >> Thomas of Wyndriche is taking minutes.
 - >> Thomas (Seneschal + webminister), Moire Browne (MoAS + seneschal-in-training), and Antony Martin of Sheffield (Chatelaine) = quorum.
 - >> A few of the bEast Kingdom representatives pawed their way into the meeting at various times =^..^=

❖ **Old business:**

- Link to prior meeting's notes is https://wyndriche.eastkingdom.org/wp-content/uploads/2021/05/Minutes_Wyndriche_BusinessMeeting_20210519.pdf .
- Noteworthy:
 - Moire Browne will be Seneschal as of Sept 1, 2021; training almost done.
 - Deputy Exchequer is Siggie of Wyndriche .
 - Emergency Deputy wanted for MoAS + Herald, i.e. other required officer.
 - >> Antony thinks there is a way to reduce minimum number of people required versus officers required.
 - Admins needed for our website + FB Page + FB Group.
 - >> each place needs a few to prevent lockouts, etc.
 - >> Antony suggested all officers automatically be admins of official website and social media places. Thomas felt this should be optional. Moire and Antony are ok with being admins.

❖ **New business:**

- Review officers and changes.

- A&S, Chatelaine, Exchequer, Herald, Media - Kingdom level better, Seneschal, SMO, and Webminister.
 - >> MoAS: will be vacant when Moire becomes Seneschal.
 - >> Chatelaine: is Antony. Gmail transfer needs another attempt, by Seneschal.
 - >> Exchequer: is Hrefna; no changes to this officer on tap.
 - >> Herald: Antony to become this officer, and start official process ASAP.
 - >> Media Liason: might be wanted in far future, so refer inquiries to EK media liaison until then.
 - >> Seneschal: switch from Thomas to Moire is underway. Does not seem that Seneschal needs an officer warrant.
 - >> Webminister: is Thomas. Per our use of Endewearde's charter, term runs out circa Feb of 2022. Option to serve consecutive terms exists, but need to update warrant.
 - >> Endewearde Charter is available as PDF via that Barony's official website.
- Deputies.
 - >> Deputy Exchequer: still waiting on warrant approval by superiors. Gmail to officer's address is not being seen by Sigg; investigation underway.
 - >> Unclear if Deputy Seneschal is Emergency Deputy for most required officers. Thomas and Frasier to investigate.
- Transitions by Seneschal via EK Webminister's website.
 - >> will happen circa end of August & start of Sept.
- Seneschal can't be another required officer (A&S) nor be a deputy.
- Rule ``as of December 2017, ... all ... branch officers **must** conduct all business using their kingdom-provided email accounts. ... Please make sure to check your EK account regularly.`` aka Gmail.
- SCA and EK requirements for activities: follow official channels, since rules are constantly in flux due to plague.

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❖ Wrap up:

- Additional items - just note subjects/questions and shift it to the next meeting for discussion unless there is a deadline.
 - >> We should consider writing **bylaws** for our Canton, since there are differences between that type of branch and a Barony. This should begin by January of 2022.
 - >> Seneschal discovered that loss of access to internet became an obstacle for handling time critical things. Got phone numbers from Moire and Antony so can text them in future. A phone tree was mentioned in the past, but keeping this personally identifiable information secure is a concern.

- >> The URL of Wyndriche's Home page on the official website changed somehow, from http://... to https://... so the Webminister updated the link on this site's menu. Also tweaked the menu name. Symptom is cannot get back to Home from other pages e.g. History. Notify Wyndriche's webminister if any difficulty such as this occurs in future.
- To do list:
 - _ **Seneschal to ensure officer changes are being made properly.**
 - _ Chatelaine requested a list of all paid members within Wyndriche, including zip code. Please send your info via Gmail to Chatelaine@wyndriche.eatkingdom.org, and CC the Seneschal.
 - _ Officers, please let the Seneschal know when your term began.
 - >> Thomas will quadruple check his notes; info should exist.
 - _ Admins needed for our website + FB Page + FB Group; contact our Seneschal.
 - >> Thomas will update Admins as needed.
 - >> Antony to investigate minimizing people versus officers.
 - >> **Antony to start becoming Herald for Wyndriche.**
 - >> Antony will start composing Bylaws.
 - >> See above at Deputies.
 - >> Moire will begin a phone tree or similar.
 - >> Moire will get a camera for future ethereal meetings.
- Schedule next meeting: Nov __, 2021, time tbd. >> Wed Nov 11.
- Ensure the quorum attended the entire meeting. >> yup.
- Adjourn >> did at 8:10 pm.
- ❖ Ensure minutes get to the Webminister for posting to our website.
 - >> Thomas will do this.

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