**Minutes of the College of St Kessog January Meeting, held in the Cottage Lounge, Clubs and Societies Centre 84 Albany St Dunedin at 5:30pm on Friday 21st Jan 2011**

**1)Attendance:**

Present: Dan Stride/Lord Mieliekko (Herald/Chatalain)

 Tasha Derrett/ Lady Eydís (Reeve)

 Sandra Wheeler/ Mýrún Johansdottir (Seneschal and Minute Secretary)

**2) Apologies:**

 Catherine Dubbins/Grace and Sean Clemenger have sent their apologies.

**3) Minutes of the Previous Meeting:**

Unfortunately, minutes have not yet been supplied for the meeting held on the 8th November and Lord Mieliekko has advised he will look for these minutes and get them typed out ASAP.

**4) LOTS conference report:**

Mýrún spoke briefly about the trip to Canberra and the LOTS conference. There were approximately 70 participants at the conference, with people initially splitting into groups by office and then working to define the responsibilities and problems associated with those offices. Communication was identified as a key issue for all offices. Later in the day, Mýrún attended key skills training in Communication and Politics, but advised the group that notes from all parts of the conference have been promised and will be distributed to the Colleges officers when Mýrún has received them.

Mýrún also advised that she did a fair bit of networking with other group officers and felt that the conference has helped build relationships and awareness of the College amongst the influential in the Kingdom. This included an offer by Don Anton de Stoc to help towards club development costs, such as by flying a Don over for rapier training or similar. This needs to be considered and followed up with.

**5) Dunedin Medieval Groups meeting report:**

On Monday 17th Jan, Mýrún attended a meeting with some of the other medieval/renaissance focused groups from Dunedin. The other attendees were Ignatius and a member of the Rare Byrds musical group. These two members were also able to speak for the Playford Dancers. Unfortunately no members of the French longsword group were able to attend.

Ignatius suggested the implementation of a joint newsletter, advertising events for and featuring the various groups, to be published quarterly. He asked for each group to contribute towards costs, principally towards some hard copies of the newsletter for distribution to local cafes, libraries, and the Hokken library. Most distributions would be electronic. There was general approval for this at the meeting. He also suggested that some sort of loose association or trust might be worthwhile looking into in the future, to enable the various groups to access community grants.

Ignatius also advised that the Dunedin Medieval Society would be having its Midwinter Festival starting on the 17th June, with a concert at the Art Gallery on the Friday night and classes on the Saturday. The theme is 'War and Peace' and he suggested that the College might like to give a heavy fighter display or class at this event.

There was some discussion and general approval of the newsletter idea between the College members and the decision to move forward and commit some funds to this project.

**6) Club Gear**

Mýrún reminded the meeting of the emails she has sent regarding the large amount of gear that is currently being housed at members houses and the club locker. Several good suggestions for how to deal with excess goods have been suggested by various members of Southron Gaard and the kingdom at large. Mýrún reminded the meeting that the club currently has 11 boxes and 1 bag of garb after the Castlburn donation.

**Motion:**  To sort through the clubs garb and put aside the poorer quality tunics for fighter tunics, to be offered for sale at events such as Canterbury Faire and other market opportunities.

 Moved by Lord Mieliekko

Seconded by Lady Eydís

Carried Unanimously

**Motion:** To members who are new in 2011 only, offer one outfit of loan garb and 1 piece of club feast gear as a 'starter pack' for the cost of $5.00 each, subject to availability.

Moved by Lord Mieliekko

Seconded by Lady Eydís

Carried Unanimously

**Motion:**  Those fabric offcuts donated from Castlburn which are considered too small to make adult garb from will be offered for sale on a per piece basis at markets such as the Wakari market and SCA markets.

Moved by Lady Eydís

Seconded by Lord Mieliekko

Carried Unanimously

An icecream container and small box worth of plastic beads, principally non-period in design, were found by Lady Eydís. These are not considered to be suitable for use in Arts and Sciences. The box may be useful for another purpose.

**Motion:** That the plastic beads should be sorted to ensure no period-type beads exist that can be used by the club, and the remainder should be bagged at a set weight in small zip-lock bags and sold for the sum of $1.00 each bag at markets such as the Wakari market.

Moved by Lady Eydís

Seconded by Lord Mieliekko

Carried Unanimously

The meeting then discussed the short list of items to go to Southron Gaard, and all items on the list with the exception of the puncture-proof fabric were approved to be given back to Southron Gaard.

**Motion:** To return the following items, mostly from the defunct canton of Castlburn, to our parent group of Southron Gaard:

2 x padded Marshall's staffs

1 x Lochac banner

Oil lanterns

2 x brocade bedcovers

Loom (when the remaining pieces are found)

2 x Southron Gaard pennons on poles.

Moved by Lord Mieliekko

Seconded by Lady Eydís

 Carried Unanimously

Lord Mieliekko has agreed to transport these items, with the exception of the staffs and pennons (as they are too long for his vehicle) to Canterbury Faire for returning to Southron Gaard. The remaining items may need to be taken to SG at our Feast or during Baronial Anniversary. Mýrún will drop these items to Lord Mieliekko on Monday 24th January.

**7) O-week and Clubs Day**:

Mýrún advised that she had asked Sean of St Kessogs to undertake the organisation for the groups stall at the OUSA Clubs Day. Lord Mieliekko advised that he would be available to help on the stall and was directed to liaise with Sean for the event. Mýrún advised that she had not yet completed the bookmarks for the event. There was some discussion about how best to use the 100 sheets of complimentary photocopying usually supplied by OUSA, and it was decided to produce notices of the groups upcoming Events in A5 size, to give 200 events notices.

Mieliekko also recommended that we proceed with a demonstration combat archery shoot on the Union Lawn sometime shortly after O-week. He has agreed to check with the Union Building administration to ensure that we can do this and book the Lawn.

**8) Feast of St Kessog and Collegium Event**

As event steward, Mýrún advised that she has requested our webscribe Sean to create a booking form for the event and update the site with information regarding the event, which he had agreed to undertake.

Mýrún also advised that she had received a booking for 6 people earlier in the day, via email and was awaiting any dietary restrictions or billeting requirements from these people. The discussion then moved to billeting for the event, with Eydis advising she had a fold-out bed and space for 2-3 people, who would need to supply their own bedding. Mieliekko advised he could billet 1 or 2 people (who would need to supply bedding), and Mýrún advised that she had asked the B&B if they would like to stay with her, and could accommodate another 2-4 people (they would need to supply their own mattress and pillows). Mýrún asked about the basis for billeting and Eydís advised it was usually done on a first-in-first-served basis.

Mýrún also advised that she had asked Rare Byrds to play at the Feast and they had agreed to do so for a donation. Eydís asked Mýrún to check if they were planning to eat at the Feast.

Mieliekko, as Herald, was asked by Mýrún to contact the B&B regarding the ceremonial requirements of the event, and agreed to take care of the Heraldic responsibilities. Mýrún will resend the draft event schedule to Mieliekko and Eydís.

Volunteer signup sheets will be prepared by Mýrún for setup, cooking and clean-up.

Eydís advised that the College has a number of calico tablecloths, which Mýrún will have a look for.

Mýrún suggested she will need a receipt book to take to Canterbury Faire in case people wish to book and pay for the Feast while she is there. The group has no receipt book so Mýrún will purchase one.

**9) Archery Equipment:**

Eydís has not yet ordered the points, as she initially felt that postage costs from NZAP were excessive, she has since been advised that postage will be more reasonably priced at $4. The club has only 1 set of arrows currently ready for CF, another set may be able to be repaired before then. Mýrún will pick up the arrows during the week from Eydís for taking to the Faire, and after consultation with the SG Captain of Archers will take 1 right-handed and 1 left-handed reflex bow for the use of College members at the Faire. Mieliekko has agreed to bring these and the arrows back from the event.

The topic of the need for an outdoor archery range was brought up and Eydís will contact the Dunedin Archery Club to see if we can use their range.

The possibility of using archery equipment for an OUSA grant was raised, along with another set of armour.

**10) Fundraising:**

Mýrún advised that our fundraising efforts had nearly brought the treasury back to where it was before debts were paid off, and advised that she had booked a stall at the Wakari market for February 13th, for a bakesale and to dispose of fabric, beads etc. Mieliekko suggested a sausage sizzle, perhaps for St Patricks Day (17th March) and will follow up with Mitre 10, Countdown etc regarding this.

Mýrún spoke to the meeting about the generous efforts of Don Anton de Stoc at arranging additional raffle prizes and selling tickets at the LOTS conference. The funds were collected in AUD and Mýrún passed on the suggestion from Don Anton that the exchange rate difference be allotted towards postage costs for raffle prizes. Mýrún is drawing up a large sheet to take names for the raffle and it will be drawn at the Feast. In light of the additional raffle prizes there will be 200 tickets at $1 each for the raffle.

**11) Club Development and Direction:**

Mýrún spoke briefly to the meeting about how officer role descriptions were discussed at the LOTS conference and templates for these were going to be provided. She would like to see the officers of the College prepare similar role descriptions as a resource for attracting and training new officers to the College from the student population. These should be ready before the AGM in October.

She also spoke briefly about the possibility of reviving the Canton of Castlburn, in the interests of non-student members and expanding the range of activities beyond those typically attractive to student members (such as family-friendly activities). This was partially prompted by interest from the general public shown during bakesale fundraisers and also a recent new member inquiry. The Baroness is positive about this idea and had emailed Mýrún back about this with the goal of discussing this during Canterbury Faire.

**12) General Business**

 **a) Membership Enquiry:**

Mieliekko received a membership enquiry from a lady named Stacey, who has three children she would like to introduce to medieval reenactment. Mýrún also emailed her regarding the SCA and upcoming events, and will try to source some childrens garb for her.

**b) Bookings for Clubs and Societies**

Requests for regular bookings at Clubs and Societies are due shortly, and there was discussion as to what times to ask for. It was decided to set two regular meetings per week at present, 12:30-1:30pm on Thursdays at Clubs and Soc's and 11:00am Saturday morning (for activities such as Archery). Activities will probably vary between classes, 'stuff sessions', archery/heavy depending on weather.

Meeting closed at 6:20pm.

**To Do:**

 **Lord Mieliekko –** find and type up meeting minutes from Nov 2010

* take items to Canterbury Faire for return to Southron Gaard
* Bring 2 x bows and the arrows back from Canterbury Faire.
* assist Sean with the stall on Clubs Day
* Contact the Union regarding booking of the Union Lawn for a demonstration Combat Shoot
* Undertake Heraldic duties for the Collegium and Feast, liaise with the B&B and compile precedence for the Feast.
* Look into a Sausage Sizzle fundraiser

**Lady Eydís** - Order arrow points and fix arrows

* Contact Dunedin Archery Club regarding use of venue
* Consider how many people she will need as assistants for cooking at the Feast

**Sean of St Kessog** – Arrange Clubs Day stall

* Create booking form and update St Kessog website with Feast and Collegium information

**Mýrún Johansdottir** – Make arrangements for raffle and thank-you for Don Anton

* Followup newsletter with Ignatius
* Drop goods for SG with Mieliekko, pick up arrows from Eydis
* Finish bookmarks and event calendar (or delegate the events list)
* Various steward tasks for the Feast
* Prepare goods as agreed on for sale
* Meet with B&B regarding College and Canton
* Buy receipt book.