

## - Minutes for Officers Meeting

<b>Group Name</b>	Stowe on the wold	<i>Notes Column:</i>
<b>Meeting Date/Time</b>	December 12 <sup>th</sup> , 2018 @ 8:10pm	
<b>Meeting Location</b>	Toongabbie scout Hall	
<b>Meeting Attendees</b>	Emma, Christina, Chris Watson, Barry, Jacqueline, Tina	<i>NB - Has everyone signed in?</i>
<b>Apologies from absent members</b>	<i>David, Sara</i>	
<b>Quorum Met?</b>	Yes	<i>NB – Quorum to a meeting is 3 officers</i>
<b>Proceeding minutes</b>	Available on website	
	Motion to accept by	
	Seconded by	
	Carried?	
	Previous minutes signed by two members who attended both meetings?	
<b>Officers reports:</b>		<i>Attach detail on reports if these are lengthy on separate pages.</i>
Seneschal	Last meeting for the year. Close as of Stowe Sunday the 16 <sup>th</sup> and return on Wednesday the 9 <sup>th</sup> of January 2019 which will be our meeting night. Stowe Sunday, will be on the coming Sunday and Christina will be doing both of her classes. Merry Christmas and Happy New Year	<i>Include name of officer in first column.</i>
Reeve	Report will be placed in drop box No expenses- November \$697.93 income (profit) including three booking for Stowe Fare. Income generated from Wiinterfest a report is forthcoming Domesday Report is due in the next month. All financials are up to date. All monthly meetings must be completed, and all event reports must be completed. Tasha has not put forward a report for Newcomers. All sign in sheets and indemnities need to go into Dropbox. Up to date Asset Register with all assets valued at \$300 or more. Xero fully reconciled Under control except for all of the event reports, reports are in except for one- except for receipts from one member as they didn't keep the receipts. Emma and Christina to contact person to get Stat Dec.	<i>If there is no officer report being presented then please write N/A.</i>
Arts and Sciences	Hasn't been very active at the moment. Stowe Sundays are going well. Cooking can't happen due to kitchen not being finished. Hopefully, it will be done by beginning of 2019. Christina will be doing some classes on Sunday. Other classes may be running.	
Marshall	No report received No fighting has been carried out in the last month. Hopefully, there will be fighting in the new year.	

Herald	Nothing reported from the Herald.		
Constable	Report hasn't been finalised yet. Sign in sheets have been going out. Money has been collected. No known incidents.		
Hospitaller	N/A		
Webwright	All minutes are being updated on the website. Website is being updated on a regular basis, however, a report has not been sent through. Website is functional. This has only taken 4 years, so it is very exciting.		
Chronicler	Wanted to talk about trying to figure out what the minimum requirement for a Canton is as far as a newsletter goes. There is no minimum requirement- so long as the minutes can be published in some way.		
Chirurgion	MIA No near misses or incidents to report.		
Officer Appointments and vacancies	New officer appointments will be advertised next year- Feb. No rolls that will become available next year except for Hospitaler, except for Seneschal which will be available in August.		<i>List any changes to group officers.</i>
<b>Events</b>			
Details on events run since last meeting:	Name of Event	Stowe Sunday	
	Steward Name	Sara	
	Event Report		
	Financial issues: No charge- just hall donations		
	Financial Profit or loss		
	Was a petty cash float provided?		
	All receipts banked?		
	Attendance level ___12+8kids shire members and friends		
	Event issues and successes: Potluck lunch. Some banner painting was done. One member was making a tent. A&S ran and people enjoyed themselves. Many people bought their own projects.		
	Name of Event		
	Steward Name		
	Event Report		
	Financial issues:		
	Financial Profit or loss		
	Was a petty cash float provided?		
	All receipts banked?		
	Attendance level _5 adults, 3 kids Shire members		
	Event issues and successes:		
Upcoming events			
	Name of Event: Stowe Fare		
	Steward: Karra		
	Has budget been submitted and approved? Yes		
	Planning issues discussed in meeting: Having trouble with confirmation of venue for the day.		<i>Attach extra page if needed</i>

Timetable for upcoming events:			
Other business arising	<p>Festival- Stowe campsite. Stowe would like to camp near Rowany. An option would be to have both campsites up on Rowany Heights and use some of the Late in Early Out area. May possibly join forces with Rowany for the food fund. Having a place to hang when not in cabins etc is a very positive thing.</p> <p>An offer has been made to supply a marquee for Festival but it will need help setting up and pulling down. Does Stowe have the critical mass to justify something of this size. Christina has a much easier one that could be used and may be able to get more.</p> <p>Stigh and Caristiona may be able to donate a marquee if needed.</p> <p>Shade marquee would be good to make. Do not make a full pavilion, they are way too difficult to make. But it is easy to make a basic shade area.</p> <p>Need to start looking for more teachers for monthly A&amp;S class on a Wednesday night (fourth Wednesday of the month). Have the potential to have more fighters at least once a month. Usually, fighters will be on the first Wednesday of the month.</p> <p>Possibly ask fighters to do some teaching as well to try and bring in some more fighters.</p> <p>Talking to the Scouts about getting a catch tarp and flood lights out the back so as to be able to have archery on the fighting nights. This would be done with blunts only. Both targets and possibly using some fighters as targets.</p>		

With no further business the meeting was declared closed at \_\_00:00pm\_\_ (time)

Signed as a true and correct record of the meeting:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

<i>Minutes published on:</i>	<i>Website</i>	<i>Newsletter</i>
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	<i>Facebook</i>	<i>Other</i> _____
<i>Minutes ratified at following meeting</i>	<i>Signature:</i>	
	<i>Date:</i>	