The Adrian Empire
Imperial Estates Meeting
November 13 and 14, 2021
Agenda - MINUTES

Published December 15, 2021

Prepared and submitted by:

Mourngrym – Arawn de Mordington, Imperial Chancellor

TABLE OF CONTENTS

GENERAL MEETING INFORMATION

Location: Remote meeting through Zoom. Log in information will be provided prior to meeting.

Date and Time*:

Sat, 13 November:	8:00 – 9:00	Sign In and Registration
	9:15 – 4:30	Imperial Estates Meeting
Sun, 14 November:	9:00 – 5:00	Imperial Estates Meeting (as needed)

Airport:

Not Applicable

Reservations and Rates:

Not Applicable

* - All times are local time (MST)

Legend:

~~Deleted or replaced text~~

<u>Added or new text</u>

(Requirements for actions and approval)

Chancery notes, comments, and explanations.

Author's commentary

Imperial Crown commentary

Requirement for Written Proxies (Lex Adria Imperium, Article VI.H.)

It is the right of any member entitled to a vote to give a written proxy to any other Adrian member attending the meeting.

1. Written proxies are effective when presented to the Chancellor.
2. The proxy-holder may present a copy to the Chancellor when signing in for the meeting, or
3. The proxy-granter may mail or electronically submit a copy to the Chancellor, provided it is received at least 72 hours prior to the meeting.

If a proxy is not presented to the Chancery Office by the end of Roll Call, the vote will not be counted.

AGENDA

I.   SIGN IN

II. CALL TO ORDER   *9:15 AM*

III. ROLL CALL

A. Seating of qualified members and written proxies:

B. Petitions to waive as per Article VI.E.6.

   (Requires 2/3 to approve.)

IV. APPROVAL OF MINUTES:

Approval of minutes from March 2021 IEM   *Without Objection*
   (Requires majority to approve.)

Approval of minutes from July 2021 IEM   *Without Objection*
   (Requires majority to approve.)

V. REPORTS

A. Executive

   1. Crown(s) – Resume reports and recruiting now that we are up and running.
   2. President and Board of Directors - All compliances up to date. Working on new database and website information.

B. Ministers

   1. Archery
   2. Arts and Sciences
   3. Chancery Still need better compliance with Rosters.
   4. Hospitaler
   5. Joust and War Sir Razziel taking over as Imperial Joust and War
   6. Physicker
   7. Publishing (includes Imperial Webmaster, Chronicler, etc.)
   8. Rolls and Lists
   9. Sovereign of Arms Dame Ashlynn will be taking over

10. Steward New stewards working to get everything moved over and up and running.

11. Other Officers – None at this time.

VI. CROWN BUSINESS

CRB1. Charter Amendments: Chancery Note: These listings are based on the Membership Summary as of the date of publication.

A. Consider reducing the following Chapters in status due to insufficient numbers:

All Chapter Reductions are suspended for the 2021 voting cycle per Estates vote.

B. Crown decision regarding Shires with fewer than 5 members:

C. Request for change in chartered territory
(Requires majority to approve.)

None received

D. Elevate the following Chapters in status:
(Requires majority to approve.)

None received.

VII. CHANCERY BUSINESS

CHB1. Court Reports

A. Judicial Courts

None received.

B. Civil Courts

None received.

CHB2. Consideration of the proposed 2021-2022 Imperial Budget
(Requires majority to approve.)   *Passed without objection*

Proposed Budget is attached as Appendix A. Actuals from 2020-2021 will be posted separately as soon as they are available.

CHB3. Election of Board of Directors President
(Requires majority to approve.)

Letters of interest are attached as Appendix B.

1. Jason Steele   *Named BoD President without objection*

CHB4. Ratification of EB1 from July 2021 IEM.

(Requires majority to approve.)   *Passed Without Objection*

The Estates voted to cancel CRW3-03212020 – Suspension of In Person Events.

CHB5. Review of CRW1-07102021 – Waiver of 30 day event notice.

(Estates may vote to remove, convert to IEW, or do nothing. Requires majority)

Estates unanimously voted to remove.

CHB6. Review of CRW2-07102021 – Waiver of requirement of monthly events.

(Estates may vote to remove, convert to IEW, or do nothing. Requires majority)

Tabled until July without Objection.

CHB7. Update to IEW-42 Publication of Minutes of the Board of Directors

(Requires majority to approve.)   *Passed Without Objection*

IEW-42 currently states that "The minutes for all Board of Directors meetings will be published to all Crowns, the Adrian Empire Website, and **Yahoo Groups** within 30 days of the meeting." Because Yahoo Groups is no longer a functional platform, it is recommended that the wording be changed to "and the Empire's commonly accepted social media platform". As written, current law precludes compliance with IEW-42 through no fault of the populace.

VIII. OLD BUSINESS

None.

IX. NEW BUSINESS

NB1. Clarification of Non-Judged Arts Project procedure.

(Discussion automatic. 2/3 majority to consider. Majority to approve.

Include IEW#34 III.F.1.¶4 "Claims for points of Non-Judged Arts entries must be accompanied   by a copy of the Non-Judged Arts Project Request Form" as letter 'j' in IEW# 1 & #37.IV.B.13.

Author's Commentary: In order to remove confusion about reporting practices for Non-judged A&S activities and to ensure that Artisans, as well as Ministers are fully aware of how participants receive the credit they've worked towards.

Authors/Sponsors: HIH Prince William Baine; Dame Bella Nicotra, Knight Doctor; Lady Moira Pritani, Knight Premier

X.   DISCUSSION ITEMS

XI.   NEXT MEETING OF THE IMPERIAL ESTATES

March, 2022. Date and Location to be determined.

XII. ADJOURNMENT

Moved: Sir Mourngrym
Seconded: Sir Coda
No Objection

APPENDIX A

Memberships:	29,000.00	
Imperial Events		
Canada Imperial Crown War	100.00	
NE Imperial Crown War	500.00	
NW Imperial Crown War	500.00	
SE Imperial Crown War	500.00	
SW Imperial Crown War	750.00	
Canada Banner War	200.00	
North East Banner	500.00	
South East Bannder	500.00	
NW Banner War	500.00	
SW Banner War	750.00	
Imperial Coronation	1,250.00	
Imperial Challenge	1,200.00	
IST	2,500.00	
Total	**9,750.00**	
Imperial Travel	10,000.00	
Corporate Travel	1,500.00	
Estates Meetings	5,000.00	
Administration	3,000.00	
Change Over	300.00	
Contingency	1,000.00	
Legal	1,200.00	
PO Box	320.00	
Website	500.00	
Quick Books	350.00	
Media	1,000.00	
State Registrations	200.00	
Accounting CPA	1,500.00	
Penalty and Interest	5,000.00	
Insurance Directors & Officers	800.00	
Canadian Insurance	1,400.00	
Insurance Liability	5,000.00	
Chapter Development	2,000.00	
Shire IEM Assist	500.00	
	40,570.00	

APPENDIX B

My name is Sir Siegfried (Jason Steele) and I would like to put forth my name for the position of president of the board of directors.

I have been a member of Adria for a little over 10 years now and throughout my tenure I have served in a myriad of positions (such as local chancellor, justicar, crown, imperial wojo, bod member, and current bod vice president) in an effort to serve and enrich this game. I'd like to serve as bod president in order to continue my service to the empire in a new challenging way and help lead it into the future.

If I were to be elected as bod president my goals would be to work with the bod and their majesties to continue setting in place systems and checks to better transition imperial minister positions, exploring ways in which to better effectively run the mundane side of this game we love, and ensure the safety of our members.

Yours in service,

Siegfried von Aschaffenburg – MKA Jason Steele

APPENDIX C

"The intent of this document is to detail expected mainteance, programming and update of the adrianempire.org website. This is a synopsis of the developing rfp document we will present during the BoD report at the November IEM and some accompanying goals. As we understand things: The primary desire is that the estates wish to keep and enhance existing functionality and the basic structure of the website while exposing and eliminating server-side socket errors. Uncover and expose possible client-side socket errors and which browser settings may be set to help eliminate them. Required website enhancements: Add fields and maintenance capabilities for rolls entry for the description and reporting of Crossbow (Archery) and Synthetic Sword (Combat) disciplines. This includes the addition of qualification testing and results along with adding rank and steps to knighthood to the display(s). Enhance rolls entry to include these two disciplines. Add functionality for ease of use. This initially includes expanding the member selection screen to reveal a "Dashboard" from which an authorized minister may maintain all pertinent information for a selected member from one screen, based on the authority level of the minister's office. This includes steward's info, persona, rank, station, titles, armory, orders and awards. Enhance all maintenance screens so that data may be added and changed but never hard deleted. A "Soft delete" flag is added to all data so that it may be examined and recovered in the case of an error or other incident which may cause data to be removed from view/report. Upon a change to a member's data, a "History" record will be created for each transaction. This history record will contain the date, time and user ID of the minister/member making the change. A history screen will be created to show the changes made to any members data. An armory maintenance facility shall be accessable from the member's "Dashboard" screen and will be enhanced to allow the selection (but not added/changed or soft-delete) of a "Main" device and subordinates. Each armiger is allowed to sequence any or all of their six allowed registered items. Estate heraldry shall be sequencable (but not added/changed or soft-deleted) by the currently seated estate holder(s). The Emperor/Empress shall have a maintenance facility where they may appoint or remove their ministers. Online email addresses must be obfuscated for the privacy of these ministers. Future enhancements may include but are not limited to: Estate eligibility reporting for the Chancellory. A chapter maintainable calendar of events. Site Logistics/Scheduling for Imperial Ministers of War, Arts and Sciences/Archery/Crown Marshal Hosting/Domain: Control and access to the domain and web host shall be turned over to the Steward of The Adrian Empire inc. and additional ministers such as a webmaster and database administrator. This information has been requested but as of this writing has not yet been turned over. Hosting/Domain accounts shall be monitored by the steward and maintained by the webmaster. Moving forward, the BoD representative and webmaster in conjunction with the steward shall research and procure web hosting and domain ownership. There are many hosts who will provide free hosting for a 501c3 organization and we are researching those packages now. The detailed and properly formatted RFP will be presented at the November, 2021 IEM as a part of the BoD report. If the estates approve the bidding process may then begin. The goal is to have a viable bid on the table before the March, 2022 IEM. Please report errors/omissions and enhancement requests to Sir Coda"