



**The Adrian Empire  
Imperial Estates Meeting  
March 26 and 27, 2022  
Agenda **REVISED****

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# TABLE OF CONTENTS

<b>I. SIGN IN.....</b>	<b>5</b>
<b>II. CALL TO ORDER: 8:15 am PT.....</b>	<b>5</b>
<b>III. ROLL CALL.....</b>	<b>5</b>
<b>IV. APPROVAL OF MINUTES: Approved without objection .....</b>	<b>5</b>
<b>V. REPORTS.....</b>	<b>5</b>
<b>VI. CROWN BUSINESS.....</b>	<b>6</b>
CRB1. Charter Amendments: Chancery Note: These listings are based on the Membership Summary as of the date of publication. ....	6
<b>VII. CHANCERY BUSINESS.....</b>	<b>6</b>
CHB1. Court Reports.....	6
CHB2. Vote on Successful Completion of Reign for HIM Dame Etoile and HIM Sir Eric. ....	6
<b>VIII. OLD BUSINESS .....</b>	<b>6</b>
OB1. Clarification of Non-Judged Arts Project procedure. ....	6
<b>IX. NEW BUSINESS.....</b>	<b>7</b>
NB1. Add Mundane Contract Components from Renaissance Faires in IEW #27 to Lex Adria Imperium VI.F.3.a.ii. 7	
NB2. Clarification of Intent and Definition of Imperial Events in regard to points earned.....	7
NB3. Approval of updated Arts & Sciences Sign-In Form.....	8
<b>X. DISCUSSION ITEMS.....</b>	<b>8</b>
<b>XI. NEXT MEETING OF THE IMPERIAL ESTATES .....</b>	<b>8</b>
<b>XII. ADJOURNMENT.....</b>	<b>8</b>



## GENERAL MEETING INFORMATION

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

**Date and Time\*:**

Sat, 26 March:	7:00 – 8:00	Sign In and Registration
	8:15 – 4:00	Imperial Estates Meeting
Sun, 27 March:	8:00 – 4:00	Imperial Estates Meeting (as needed)

**Airport:**

Not Applicable

**Reservations and Rates:**

Not Applicable

**\* - All times are local time (PST)**



**Legend:**

~~Deleted or replaced text~~

Added or new text

*(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: 8:15 AM PT

## 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: APPROVED WITHOUT OBJECTION

A. Approval of the minutes of the November 2021 IEM

*(Requires majority to approve.)*

## V. REPORTS

A. Executive

1. Crown(s)

2. President and Board of Directors

B. Ministers

1. Archery

2. Arts and Sciences

3. Chancery

4. Hospitaler

5. Joust and War

6. Physicker

7. Publishing (includes Imperial Webmaster, Chronicler, etc.)

8. Rolls and Lists

9. Sovereign of Arms

10. Steward

11. Other Officers



## VI. CROWN BUSINESS

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

**Crowns have decided to take no action at this time.**

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

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

*(Information only. Crown Decision)*

*None received.*

**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**

*No notices or judgments received.*

**B. Civil Courts**

*No notices or judgements received.*

**CHB2. Vote on Successful Completion of Reign for HIM Dame Etoile and HIM Sir Eric.**

*(Requires majority to approve.)*

## VIII. OLD BUSINESS

**OB1. Clarification of Non-Judged Arts Project procedure.**

*(Requires 2/3 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 toward.*



**Authors/Sponsors:** *HIH Prince William Baine; Dame Bella Nicotra, K3; Lady Moira Pritani, K3*

## IX. NEW BUSINESS

### **NB1. Add Mundane Contract Components from Renaissance Faires in IEW #27 to Lex Adria Imperium VI.F.3.a.ii.**

*(Discussion automatic. Requires 2/3 Majority to consider and 2/3 to approve.)*

Amend Lex Adria Imperium VI.F.3.a.ii as follows in order to limit confusion:

ii. Be the sole representative of the Adrian Empire to other organizations. Any Estate of the Adrian Empire desiring to attend the events of other organizations or hold joint events with them shall obtain the prior written consent of the Imperial Crown.

All contracts must be presented to and approved by the Imperial Crowns. All contracts obligating the Adrian Empire require Imperial Crown permission, which, at their discretion, may be delegated in advance or may require specific prior approval.

**Authors/Sponsors:** *Lady Moira Pritani, K3; HIM Sir Eric; HIM Dame Etoile*

### **NB2. Clarification of Intent and Definition of Imperial Events in regard to points earned.**

*(Discussion automatic. Requires 2/3 Majority to consider and 2/3 to approve.)*

Lex Adria states that Imperial Exceptions relate to “Official Imperial Events, in general terms:

V.F. 3. In addition, a member may record a second participation point and a second win in each area of advancement for participation or wins earned in *official Imperial events* in the same month that the member records points for participating in non-Imperial events. If the member participates in multiple *official Imperial events* in one month, the same limit and the same privilege of deciding which participation or win shall be recorded apply as above. This is not an exception to the law; it is an opportunity to record an additional point.

IEW#34 narrows its interpretation to specify that Imperial Exceptions relate only to Imperial Tournaments, Imperial Wars, and Imperial Estates Meetings:

III.E.¶1. ONE POINT PER MONTH LIMITS Per the Adrian Empire Lex Adria Article V.F. only one participation point (Event Participation (EP) or War Participation (WP)) and Tournament Win (TW) counts towards advancement to knighthood in each discipline (Archery, Arts, Combat, and Ministry). Demo Participations (DP's), Demo Initiations (DI's), and Arts Masterworks (MW's) are not subject to this limitation. *The exceptions to this are Imperial Tournaments (EPs and TW's), Imperial Wars (WP's), and Imperial Estates Meetings (Ministry EPs) which may be counted in addition to a local participation or win in the same month.*

While IER #5, from 2009 requests each region to sponsor a Collegia, Imperial Crowns hold Imperial Challenges, and Imperial ministry positions are maintained without offering this exception—many throughout the Empire are confused by this practice and err in their StK audit requests.

It is our request that the Estates consider clarifying the intent for practical application:



- A) Maintain Official Imperial Events only (which would include any activity that complies with IEW#34.III.D.1-4)
- B) Maintain narrow definition of IEW#34 and add it to Lex.
- C) Remove limitations listed and allow Crown determination of Imperial activities (That may include Imperial Ministers, as well as Imperial Events, as the Crown wills).

*Authors/Sponsors: Lady Moira Pritani, K3; Dame Mira Angel of Hart; HIH Prince William Baine*

### **NB3. Approval of updated Arts & Sciences Sign-In Form**

*(Discussion Automatic. 2/3 majority to consider. Simple Majority to approve.)*

An updated Arts & Sciences Sign-In form has been playtested and results have been submitted to the Imperial A&S Minister and Their Imperial Majesties. The form is attached as Appendix A and has been submitted to the Imperial Estates as a replacement for the current Sign-In form.

*Authors/Sponsors: Dame Milisent de Lilly, K3; HIH Sir Eric McKiver.*

## **X. DISCUSSION ITEMS**

Discussion regarding the current state of the upgrades for the rolls database and the Empire website.

## **XI. NEXT MEETING OF THE IMPERIAL ESTATES**

July 2022 – Dates and location TBD

## **XII. ADJOURNMENT**



# APPENDIX A

**The Adrian Empire**  
**Sign-in Form for:**

**ARTS & SCIENCES**

Ministry Participation:  
Circle a letter, and log their name  
**J** (judge) **S** (scribe) **R** (runner)  
List **J** (Journeyman) **K** (Knight)

Event (and type):
Date:
Host Subdivision:
Location:
Arts List Keeper:

J S R	J S R
J S R	J S R
J S R	J S R
J S R	J S R
J S R	J S R

	MEMBER'S LEGAL NAME (Last - First)	PERSONA NAME	ENTRY DESCRIPTION	List	Scores				Avg	TW	MW
					J #	J #	J #	J #			
1				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								
2				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								
3				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								
4				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								
5				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								
6				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								
7				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								
8				J K							
	Subdivision:	Oral Docs: YES NO	Non-Judged: YES NO								

**Crown Signature:**

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<http://www.adrianempire.org/>



# APPENDIX B

## Ministry Reports

### Rolls and Lists:

Office of Rolls & Lists

The Adrian Empire Imperial Estates,  
March 2022 Seating

Well Met ~

While Dame Katelyn's absence is noticeable, we are pleased to announce another voice has joined the team, this month ~ The Imperial R&L Team welcomes Dame Asheen and commends her willingness to expand our team efforts and perspective.

We have been attempting to standardize workloads and task communication, so that our efforts need not be duplicated, and all are on the same page of what is going on so that we may cover each other, when necessary, as well as respond in accordance to queries about various topics. Along with Their Imperial Majesties, we have an office email, and make regular use of the cloud drive associated with that, as well as have a note system to show where we have left off and what we have accomplished. Because of these being utilized, we have found it easier to cause to be published a Progress Report of our activities to our R&L dedicated site page, to be transparent and available to those that may require that information.

Lady Moira has been attempting to hold Virtual Socials (morning and evening casual chat sessions), so that questions can be asked, and information shared, as well as perspectives and points of law/writ entertained and more closely examined in relation to the entry and verification processes. These have been fun, informative, and better attended than when we've attempted classes where specific information is being disseminated for the minister's use.

This office has been communicating with the Minister of War and Joust to address the confusion in the IEW#17 and StK specific jargon of rank, level, and IEW#28- of which we have created a spreadsheet for the recording and reference of those individuals that have been reported as brevetted in compliance with the procedure laid out. We have also conferred with the Chancellor and Imperial Minister of Arts and Sciences, regarding the verbiage and activities for Non-Judged Arts point claims. In conversations with multiple ministers, we've heard the request to simplify forms and revamp our main event sign in form. So, without adjusting the waiver, we have adapted the sign-in section to better reflect non-competitive activities and gained approval from TIM's to playtest an Estates Meeting sign-in and a Collegia/Demonstration sign-in form. These are attached and available electronically for use and feedback.

Sir Sean and I have been working with chapters to transition their reporting practices to identify timely reports and distinguish between reports and submissions, as our manuals require event submissions within thirty days of the last event in the previous month (IEW#34. I.C.1.e), as well as reminding our local teammates that data-dumps cannot be considered "current." Their Imperial Majesties have been gracious in allowing for make-ups and lenient in allowing our reviews and verifications extra time to accommodate so many event submissions, since TIM's have a year from the activity to approve it (IEW#34.III.C¶1). While the Imperial office is still managing our thirty-day verification for current event submissions, in accordance with our "standard flow of information", we do have a backlog accruing of make-ups and late submissions—More so since the IEM



announcement, and we expect to start falling behind soon, with the database [db] continuing to be inaccessible, for migration.

Currently all data-entry activities have been paused, pending the storage migration efforts of Sir Coda and the BoD, so that our ministers' efforts don't have to be duplicated on the new server once we gain that access. We have requested that all chapters continue to report and submit their paperwork in the legal and timely manner, in order that our department will still be able to maintain member records (having the scans available means we can still cross-reference StK's, and answer questions about event participations- we must access the actual event paperwork instead of looking in the db to do this). Thankfully the manuals have laid out the procedures, we are just using the old means (pre-db reliance) and methods of doing.

Several K3 audits have been requested, one has been completed having met all StK criteria without difficulty. We are happy to announce Dame Lucille (#8897) as qualified to be our newest Knight Warden! Several K1 and K2's have been submitted to our office, verified and archived, they are trickling in, but we believe that requesting our local ministers to attach them to their Honor's Reports has been a better approach for us recording/storing them at the Imperial level.

We are attempting to store records in our Google Drives, and are happy to share links for viewing and referencing archives with those chapters that have 'chapter owned' emails for their R&L – by 'chapter owned' we mean ones that have some naming structure related to chapter and office, and that the Crown affirms has the passwords on record with the Chancellor & Steward, as chattel, so that records are not being accessed by personal emails and the records will continue to transition with the office. Lady Moira has found that Google has means to merge current free emails (and drive space) with Google Workspace for Non-Profits, though no official proposal will be generated until we find out more about the status of our website and database.

<https://www.google.com/nonprofits/workspace/compare/>

As you can see, we are dedicated to becoming more accessible and a transparent source for record-keeping with consistent and standard operating practices. We would like to gain at least two more members for the team to better handle data-dumps surrounding the Estates Meetings, as well as to ensure well-informed ministers able to handle business, in case real life prevents one or more of the team from participating at any given time (vital in this time of plague). Goals, long and short-term are in place, and with Crown and Minister cooperation, we have no doubt they will be achieved.

Yours in Service and Appreciative of Yours,

~The R&L Team

*In addition, a Playtest Request Form as well as the documents requested for testing has been attached to the Files section of the Imperial Estates Facebook Page in order to save space on the agenda.*

Arts and Sciences:

Auroch's Fjord -  
Terre Neuve -  
Umbria –

**Albion-Rayonne** –



Sending me pictures of the sign-in sheets is not a report. I have ask them to write up a report rather than sending me pictures. This is not the correct format for a report and it requires me to write their report for them YIS, Dame Milisent de Lilley

Alhambra –

**Cathair Na Caillte** –

Report submitted

**Esperance** –

Report submitted – nothing to report

Stirling  
Var Hein  
Cashel

**Chesapeake** -

The arts report for Chesapeake sadly is there is nothing to report. We had no entries or classes in November

Connacht  
Constantinople  
Gaelacia

**Glynmore** –

Hello, this just to let you know Glynmore didn't have any arts entries at our events and war on 11/27/2021.

Lancaster  
Loch Fyn  
Thinairia  
Wolfendorf  
Ashwood  
Beauwood  
Brandenburg  
Burgundy  
Drachetor  
Glasgow  
Gloucester  
Konigsberg  
Murrisk  
Sherwood  
Wrenbury