



# Empire of Chivalry and Steel, Inc.

## *Agenda for the February 3<sup>rd</sup>, 2017 Imperial Estates Meeting Minutes*



Meeting Called to order at 11:01 AM Arizona Time.

### I. Roll Call – **Quorum was met**

#### a. Board of Directors (Counts for Quorum)

- i. President – Chris Stuckey - **Present**
- ii. Vice President – Vacant
- iii. Secretary – Michelle Reines - **Present**
- iv. Treasurer – Jon Green – **Not Present**
- v. Sergeant at Arms – Caleb Reischmann - **Present**

#### b. Non-Landed (Does not count for Quorum)

- i. Imperial Peer: Dame Emlyn Vigamor Enke Ulfhud, (**Open proxy to Dame Chimera**)
- ii. Imperial Peer: Baroness Dame Ginevra della Cascata (**Open proxy to Dame Chimera**)
- iii. Imperial Peer: Contessa Dame Chimera - **Present**
- iv. Imperial Peer: Baroness Dame Kyrie Mc Kay - **Present**
- v. Imperial Peer: Earl Sir Vladimir Tolos - **Present**
- vi. Imperial Peer: Baron Sir Otto de Bear - **Present**
- vii. Imperial Peer: Al-Amir al-Faris Mikha'il Ibn 'Abdullah al-Nur al-Din – (**Open proxy to Michelle Reines**)
- viii. Imperial Peer: Viscount Sir Reinhardt von Konrad (**Open proxy to Earl Sir Gaelen**)
- ix. Imperial Peer: Earl Sir Gaelen O'Flaharty - **Present**
- x. ~~Imperial Peer: Baroness Dame Isabeau Needlemyer Not Present~~
- xi. Imperial Peer: Baron Sir Paul de Marseilles (**Open proxy to Baron Sir Otto der Bear**)
- xii. Imperial Peer: Lord Sir Richard "Rabbit" Kirk (**Open proxy to Earl Sir Gaelen**)
- xiii. Imperial Peer: Baron Sir Dae Nadel von Wermacht - **Present**
- xiv. Imperial Peer: Contessa Dame Valdis Hertogafru - **Present**
- xv. Imperial Peer: Earl Sir Ian Michael Pact (**Open proxy to Contessa Dame Valdis**)
- xvi. Imperial Peer: Sir Lassidor Vandolini – **Not Present**
- xvii. Imperial Peer: Lord Sir Adon von Hesser - **Present**
- ~~xviii. Imperial Peer: Viscount Sir Gerrit Kendal – Present (Vote does not count)~~
- xix. Imperial Elector: Contessa Dame Megana Vite - **Present**

#### c. Landed (Counts for Quorum)

- i. Kingdom of Galandor - HRM Sir Teunis Atterdag (Counts as three votes) - **Present**
- ii. Kingdom of Vega - HRM Kaiser Sigfried Schwartzsturm I (Counts as three votes) - **Present**

### II. Officer Reports

#### a. Imperial Minister of Combat – Lord Sir Navar Amadeus O'dea

- i. **Typo and formatting issues were fixed in the Imperial Manual of Combat**

#### b. Imperial Minister of Rolls – Earl Sir Gaelen O'Flaharty

##### i. Current Membership

1. Galandor: 71 Yearly, 6 Lifetime; Total 77
2. Vega: 47 Yearly, 24 Lifetime; Total 71

- ii. See Rolls Officer with other questions
- c. Imperial Minister of Arts and Sciences – Vacant
- d. Imperial Minister of the Exchequer – Duke Sir Lassidor Vandolini
  - i. No report submitted
- e. Imperial Minister of the Sovereign of Arms – Contessa Dame Chimera
  - i. Several Galandorian submissions; only 1 that was questionable and one that was returned to the kingdom SOA. It was later resubmitted and approved.
- f. Imperial Minister of the Web – Vacant
  - i. Earl Sir Gaelen stepped forward to be considered for the position of Imperial Minister of the Web. Approved.

### III. Old Business

- a. Approval of appointment of Interim Board of Directors
  - i. Treasurer – Jon Green
    - 1. Vote Called by Michelle Reines; Seconded by Earl Sir Vladimir Tolos
    - 2. Vote: Motion does not Pass
      - a. Yes – 0
      - b. No – 24; Galandor and Vega
      - c. Abstention - 1
  - ii. Motion from the floor to appoint Contessa Dame Valdis Hertogafru to position of Treasurer of the Board of Directors and Imperial Minister of the Exchequer; Seconded by Earl Sir Vladimir Tolos
    - 1. Vote: Motion Passes
      - a. Yes – 24; Galandor and Vega
      - b. No - 0
  - iii. Sergeant of Arms – Caleb Reischmann
    - 1. Vote called by HRM Kaiser Sigfried Schwartzsturm I; Seconded by Chris Stuckey
    - 2. Vote: Motion Passes
      - a. Yes – 25; Galandor and Vega
      - b. No - 0
  - iv. Motion from the floor to appoint Earl Sir Vladimir Tolos to position of Vice President of the Board of Directors; Seconded by Contessa Dame Chimera
    - 1. Vote: Motion Passes
      - a. Yes – 24; Galandor and Vega
      - b. No – 0

### IV. New Business

**Proposal #1** - Change the Imperial Exchequer Handbook to a standard outline format as all other Imperial documents.

**Reasoning-** Having a standard, outline format is easier to read and edit.

*Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)*

- 1. Motion to approve by Anne; Seconded by Earl Sir Gaelen O’Flaharty
  - a. Vote: Motion Passes

- i. Yes: 24; Galandor and Vega
- ii. No: 0

**Proposal #2** - Add to the Imperial Exchequer Handbook.

“Financial Policies and Procedures

- Add section, renumber as needed – The Imperial bank account will be overseen by the Board of Directors. As Imperial and BoD positions are 2 year terms, the account signatories must be changed as each term starts. One signer must be the BoD Treasurer or Imperial Exchequer. One signer must be either the BoD President or Vice President. The third signer must be the BoD Secretary or another Imperial peer that is logistically feasible.
- Add section, renumber as needed – All Kingdom bank accounts will be overseen by the Kingdom Estates. As Kingdom officers can change frequently or Kingdom territories can be vastly separated from each other, the Kingdom Estates have full responsibility to monitor account signatories. The recommended signers are: Kingdom Sovereign, Kingdom Exchequer, and local Territory Head.
- Add section, renumber as needed – If it is logistically feasible for a territory to have a bank account that is separate from the Kingdom account, this account will be overseen by the Kingdom Estates. As Territory officers can change frequently the Kingdom Estates have full responsibility to monitor account signatories. The recommended signers are: Kingdom Sovereign, Territory Head and Territory Exchequer or other officer agreed upon by Territory Estates.”

**Reasoning-** There is not a current, flushed-out structure to how bank accounts across the organization should be set up. This documents the options across the empire.

*Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)*

- Friendly Amendment 1: to change the last line of bullet 2 from “The recommended signers are: Kingdom Sovereign, Kingdom Exchequer, and local Territory Head” to “**The required signers are Kingdom Sovereign, Kingdom Exchequer, and a third signer who will be selected and approved by the Kingdom Estates**” and the last line of bullet 3 from “The recommended signers are: Kingdom Sovereign, Territory Head and Territory Exchequer or other officer agreed upon by Territory Estates.” to “**The required signers are Kingdom Sovereign, Territory Exchequer, and a third signer who will be selected and approved by the Territory Estates**” – Accepted by Submitter (Chris Stuckey)
- Friendly Amendment 2: Add to the end of both bullets two and three the following wording. “**A Board of Directors member must be a signer on all organization bank accounts. This may result in a fourth signer.**” – Accepted by Submitter (Chris Stuckey)
- **Motion to accept by HRM Kaiser Sigfried Schwartzsturm I; Seconded by Earl Sir Vladimir Tolos**
  - **Vote: Motion Passes**
    - Yes: 24; Galandor and Vega
    - No: 0

**Proposal #3** – Change to the Imperial Exchequer Handbook.

Change section Financial Policies and Procedures

~~“All checking accounts should have a minimum of three signers. The signatories recommended are the territorial exchequer, the territorial ruler, and at least one must be a BOD member, preferably the treasurer. There WILL NOT be two signatories living at the same address. A territory can have any other signers it's estates deems nessessary.”~~

**Reasoning** - Should previous item be passed, the removed wording is no longer valid. If previous item did not pass, this item should be considered removed by submitter.

*Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)*

**Pulled by Submitter**

**Proposal #4** - Change to the Imperial Exchequer Handbook

Change section Financial Policies and Procedures

“6. The ~~group~~ [Board of Directors] is responsible for obtaining a Post Office Box [within Arizona] to use as the mailing address for the group. [All mailings and registrations pertaining to the organization’s structure are to be sent to this PO Box; ie. Imperial Bank statements, corporation registrations, insurance, etc.] Two separate individuals should have mail box keys and the mail should be collected at least once a week.

**Reasoning**- This documents the procedure for maintaining an ECS PO Box for membership purposes. Since the ECS is an Arizona corporation, the mailing address must be within Arizona.

*Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)*

**Pulled by Submitter**

**Proposal #5** - Change to the Imperial Exchequer Handbook.

Change section Disbursement of Funds

~~“2. The ruler of the territory [a Kingdom] can approve any expenditure up to \$200.00 per month. [This power may be passed onto the Territorial Ruler by 2/3rds approval of Kingdom Estates.] A local group [territory] can request up to \$200.00 seed money from the sovereign territory [Kingdom] to open an account and the sovereign can approve the request. Any other expenditures must be approved by the territorial [Kingdom] estates.”~~

**Reasoning**- All expenditures within the ECS are coming from the organization as a whole. There needs to be a more structured format of tracking spent monies. This power needs to be maintained at the Kingdom level. However, due to different Kingdom/territory needs, this power can still be granted to the individual territories after proper approval by Kingdom estates.

*Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)*

**Pulled by Submitter**

**Proposal #6** – Change to the Imperial Exchequer Handbook.

Change section Disbursement of Funds

Remove section 3. a. Renumber as needed.

A budget request form should be submitted to the chronicler for publication for the next estates meeting. Upon approval of the estates, the chronicler will give the budget request to the exchequer to issue a check. (Attachment C)

**Reasoning** - There is currently no need that I know of for a submitted budget. The process for an autocrat requesting monies and reporting expenditures are documented within the L.I. This is an unneeded process/item.

*Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)*

**Pulled by Submitter**

**Proposal #7** - Change to the Imperial Exchequer Handbook.

Change section Disbursement of Funds

Change section 3. c.

“Any property purchased by a ~~sub-division of the E.C.S.~~ [Kingdom Territory] shall remain under the control and responsibility of the ~~sub-division~~ [Territory] that expended the funds. [Any changes to the ownership of property can be made by a 2/3rds Kingdom Estates vote.]”

**Reasoning** - All property belongs to the ECS as an organization. It is understood that property being purchased is either used on a territorial or Kingdom level. There needs to be a built-in checks and balances on maintaining this property. So, while the territories that purchased the property are the original “owners”, the Kingdom, and ultimately the empire, needs to be able to take ownership if a need arises. This documents that procedure.

*Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)*

**Pulled by Submitter**

**Proposal #8** - Verify findings of last year’s Imperial Meeting on interpreting the working of the L.I in regards to “Territory”.

**Reason for verification-** It was not clear to the new BoD secretary that in last year's meeting, this editing note was to be made across the whole LI and not just within the mentioned section. I would like the Imperial Estates to go back over this item just to verify the ruling. Last year's item is below.

Submitted by Viscount Sir Gerrit Kendel, KC, KMn, KA (A.K.A. Chris Stuckey, BoD President)

*"Change Section VI, A, 3 of the L.I. Changes are in "[ ]".*

*3. The Territorial Minister of Lists [Kingdom Rolls Minister] shall keep records of every member and notify the Sovereign when a member is eligible for advancement*

*Reasoning: This is simply a wording change to bring clarification to the already understood process. As with many other areas within the L.I., the term "Territory/Territorial" refers to any branch of the ECS, most commonly Kingdoms. While I understand why this general wording was used, it has brought up many debates and confusion. Changing the term to Kingdom rather than territory will not only bring clarity, but will also align this law with the already defined roles of the Kingdom Rolls Officer detailed in Section IV, D, 2: "The Kingdom/Territorial Minister of Rolls" which states that the Rolls Officers reports all points to the Sovereign. In this section, the joining of "Kingdom/Territorial" terms suggests that the author of this item, and in many other areas of the L.I. intended these terms to be used interchangeably as it is nearly impossible for both a Kingdom Rolls Officer and a Territory Rolls officer to accurately report separate points to the Sovereign.*

*Submitted by King Gerrit II*

*Motion - With submitter's approval this item was deemed an editorial one only. Therefore referred to BOD Secretary to make appropriate changes, per the Point of Order from the beginning of the meeting.*

*Motion to table until next Imperial Estates Meeting pending review by HRM Kaiser Sigfried Schwartzsturm I; Seconded by Earl Sir Vladimir Tolos; Approved.*

**Proposal #9** – Approve Changes and Updates to Imperial Manual of Combat (Full Manual with changes is available)

Updates

- Removed Notes section, and all names per Earl Sir Maximillian des Pegases's recommendation.
- Added Version History, for reference of previous versions.
- Fixed many formatting errors throughout the Document.
- Fixed Capitalization errors throughout the document (With the exception of words capitalized for emphasis).
- Added commas and other punctuation marks as needed.
- Changed "Table of Content" to "Table of Contents" per current U.S. publishing & editorial guidelines.
- Removed corrupted illustrations (will attempt to add in corrected/ improved ones for the next update)
- Added imperial seal to cover page.

- Updated the Table of Contents, to reflect actual page numbers, Improve formatting, and removed non table items, EG Paragraphs and excerpts from the actual page.

**Example:**

A)MARSHALLING ETIQUETTE –MANY PEOPLE CONSIDER THE DUTY OF MARSHALLING A TOURNAMENT OR MELEE TO BE A TEDIOUS AND UNNECESSARY JOB, ESPECIALLY IF THEY ARE UNABLE TO FIGHT BECAUSE SOMEONE HAS TO DO IT.THIS IS UNTRUE! MARSHALS ENSURE THAT NOT ONLY ARE THE FIGHTERS UNINJURED,BUT THAT THE RULES ARE BEING OBEYED SO THAT EVERYONE HAS A GOOD TIME.BUT HOW EXACTLY DO YOU MARSHAL A COMBAT EVENT? THE FOLLOWING WILL HOPEFULLY ENLIGHTEN AND INFORM YOU OF THIS MOST IMPORTANT ACTIVITY.....24

**Changed to:**

A) MARSHALLING ETIQUETTE.....24

- Changed Section V,B,I, e, iii

FROM: Sturdy steel-toed boots or shoes or equivalent armor that covers the foot and the remainder of the unprotected **calf** must be worn.

TO: Sturdy steel-toed boots or shoes or equivalent armor that covers the foot and the remainder of the unprotected **shin** must be worn.

**Reasoning:** calf was clearly a typo, this was simply to correct that.

- Re-numbered Sections.

**Reasoning:** It appears that when the “HEMA-esq” Rules were added for the 7.0 update, the sections were re-numbered with those rules becoming Section **VI**. When they were removed with update 7.1 Section **VI** was simply removed. The table of Contents was updated to reflect remaining sections being numbered **I – X**, but the sections themselves were still numbered **I - V & VII - XI**. This has been corrected.

- Motion to approve by Chris Stuckey; Seconded by Contessa Dame Chimera
  - Vote: Motion Passes
    - Yes: 24; Galandor and Vega
    - No: 0

**Proposal #10** – Removal of submitter/reviser names from all Imperial documents.

**Reasoning** – This is superfluous information that could lead to liability issues. As all changes must be approved by the Imperial Estates it is still possible to find who made the edits in the meeting minutes.

*Submitted by HRM Dame Anne of Brackley; Michelle Reines, BOD Secretary*

- Motion to approve by Contessa Dame Chimera; Seconded by Earl Sir Vladimir Tolos
  - Vote: Motion Passes
    - Yes: 24; Galandor and Vega
    - No: 0

**Proposal #11** – Add Policy to the Legis Imperium.

“Timeline for announcing and requesting items for the Imperial Estates Meeting is as follows:

- No later than July 15<sup>th</sup> – Call for Imperial Estates Agenda Items and Letters of Intent for Board of Director and Imperial Officers. (When necessary).
- No later than August 15<sup>th</sup> – Deadline for Agenda Items and Letters of Intent
- September 1<sup>st</sup> – Publication of Agenda for Imperial Estates – Voting for Board of Director positions per Legis Imperium Section V.B.2.a. begins
- 2<sup>nd</sup> Weekend of November - Imperial Estates Meeting.

**Reasoning** – Due to the length of time required for various aspects of the process it will be incredibly helpful to future Board members and the Imperial Estates members to have this process codified. This timeline also gives at least 6 weeks of transition time before a new Board and Officers take over.

*Submitted by The Empire of Chivalry and Steel, Inc. Board of Directors*

- Friendly Amendment to change:
  - “No later than July 15<sup>th</sup> – Call for Imperial Estates Agenda Items and Letters of Intent for Board of Director and Imperial Officers. (When necessary).
  - No later than August 15<sup>th</sup> – Deadline for Agenda Items and Letters of Intent
  - September 1<sup>st</sup> – Publication of Agenda for Imperial Estates – Voting for Board of Director positions per Legis Imperium Section V.B.2.a. begins”
- To:
  - No later than July 15<sup>th</sup> – Call for Imperial Estates Agenda Items (and Letters of Intent for Board of Director and Imperial Officers, when necessary).
  - No later than August 15<sup>th</sup> – Deadline for Agenda Items (and Letters of Intent, when necessary.)
  - September 1<sup>st</sup> – Publication of Agenda for Imperial Estates – (and Voting for Board of Director positions per Legis Imperium Section V.B.2.a. begins, when necessary)
- Motion to approve by Early Sir Gaelen O’Flaharty; Seconded by Earl Sir Vladimir Tolos
  - Vote: Motion Passes
    - Yes: 24; Galandor and Vega
    - No: 0

V. Discussions

- a. Contessa Dame Valdis Hertogafru - Manuals - most of them are very old; Can we ask the Imperial Ministers check out the manuals to update them for submission to the next estates meeting.
- b. Baroness Dame Kyrie Mc Kay – Discussion on appropriate measures for dispersing information for attending the Imperial Estates Meetings.
- c. Michelle Reines - Question on approval of Imperial Elector status as she has been Crown of Galandor for 34 months.
  - a. Motion from the floor by Earl Sir Vladimir Tolos to approve Baroness Dame Anne of Brackley as an Imperial Elector; Seconded by Chis Stuckey
    - i. Vote: Motion Passes



1. Yes: 24; Galandor and Vega
2. No: 0

- d. Chris Stuckey (speaking for all of BOD) - We are trying to fix what we see was broken. Please accept that our hearts are in the right place
- e. Michelle Reines - Documents for the Corporate Bylaws.

VI. Motion to Adjourn by Chris Stuckey; Seconded by Contessa Dame Chimera; Approved – 1:17 PM

DRAFT