



**The Adrian Empire  
Imperial Estates Meeting  
March 13 and 14, 2021  
**Revised** Agenda**

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## GENERAL MEETING INFORMATION

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

**Date and Time\*:**

Sat, 13 March:	7:00 – 8:00	Sign In and Registration
	8:15 – 4:00	Imperial Estates Meeting
Sun, 14 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

## 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

- A. Approval of the minutes of the November 2020 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.*

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

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

1. Shire of Sherwood  
Current membership: 3

**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.*

### CRB2. 2020-2021 Imperial Budget Review

*(Requires majority to approve.)*

Due to 2019-2020 Finance actuals being unavailable at the November 2020 Estates Meeting, the Estates approved the budget pending review at this meeting. The actuals from 2019-2020 are shown in Appendix A, and the proposed 2020-2021 budget is shown again in Appendix B.

### CRB3. Reduction of membership dues for 2021 renewal

*(Requires 2/3 majority to approve.)*

Due to the continuation of the Covid 19 pandemic, it would be nice for a free renewal for March 2021. However, the Adrian Empire, while a volunteer organization, does have regular expenses to maintain, inclusive of (but not limited to) accounting, web fees, taxes and insurance. Therefore, we propose a one time renewal fee for 2021 to be 50% of the regular fees. This would only apply to current members who are renewing prior to the end of the 30 day grace period. Any members who are currently set for expiration of 2022 are also extended this offer to extend the membership to 2023.

**Authors and Sponsors: HIM Etoile, HIM Eric, Dame Katelyn, Sir Kraxen**

*Author Note: The proposed budget of fixed expenses, not including wars, coronations, IEMs, or travel comes to \$18,270. This reduced membership income will not cover all expenses, but will cover most of it.*

## 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 Codex Adjudicata regarding Breach of Sentence or Mediation.

*(Requires 2/3 majority to approve.)*

Amend Codex Adjudicata Article IV.K to the following:

A special magistrate shall be appointed by the Crown to investigate and rule whether a breach of sentence has occurred. The ruling of the special magistrate is subject to an appeal.

A member who is found to be in breach of sentence or mediated agreement will be immediately put on Judicial Ban preventing participation within the Adrian Empire. A panel shall be convened using the guidelines described in the Bylaws – Article III.A.4 no later than the next IEM to determine possible membership and participation suspension within the Adrian Empire.

Sentencing options for the panel are as follows:

Time served – The Special Panel may determine that the Judicial Ban leading up to the Panel being convened is sufficient and choose not to add any additional punishment.

Suspension for up to one year from the date of the Special Panel's determination.

Revocation of Adrian membership.

The Special Panel's decision may be appealed to the Imperial Estates.

*Authors/Sponsors: HG Sir Mourngrym, HIH Sir William Baine*

## IX. NEW BUSINESS

*None Received.*

## **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 2021 – Dates and location TBD

## **XII. ADJOURNMENT**



# APPENDIX A

## 2019 - 2020 Budget Actuals

Amount USD	Date	Reimbursed to	Expense	Classification	
"Per Local Estates" - added to Chesapeake PayPal account					
\$ 200.00	1/3/2020	Louis Rodriguez	for petty cash; originally intended for local Coronation Feast	Expenses	
\$ 100.50	1/6/2020	Brandon Grider	Nov IEM gas	Imperial Travel	
\$ 96.46	1/18/2020	Sara Grider	gas receipts for trip from Las Vegas to Phoenix for Coronation	Imperial Travel	
\$ 55.00	1/19/2020	Angela Akins	travel reimbursement	Imperial Travel	
\$ 100.00	1/24/2020	NV Secretary of State	Annual reporting for Nevada	Expenses	
\$ 80.15	2/23/2020	Angela Akins	gas reimbursement	Imperial Travel	
\$ 400.00	2/24/2020	Deborah's Mobile Archery Range	1,000 Adria 2020 site tokens	Expenses	
\$ 292.00	3/3/2020	Leslie Burgess	March IEM reimbursement	Imperial Travel	
\$ 127.00	4/1/2020	USPS	renewal of Bullhead City PO Box	Expenses	
\$ 1,248.30	4/24/2020	Johnston Meier Ins Agency	annual insurance premium for Canadian chapter coverage	Expenses	\$1,750.00 CAD
\$ 3,417.97	5/28/2020	Frances L Dean & As	Accident & Liability insurance policy -coverage for 1 year	Insurance	
\$ 245.98	6/29/2020	BlueHost	Web hosting for adrianempire.org	Expenses	
\$ 427.54	7/10/2020	Hotel Reservations	July IEM travel for Brad Sawyer	Imperial Travel	
\$ 19.99	7/13/2020	Reservations.com	July IEM travel for Brad Sawyer	Imperial Travel	
\$ 41.18	7/19/2020	Angela Akins	1 month Wufoo subscription- to format the \$0 membership extension online file	Membership	(per Sara Grider email)
\$ 216.00	7/23/2020	Chase Bank	bank fees for returned/stop paid checks?	Expenses	
\$ 802.00	8/25/2020	Schweickert & Co	renewal of Directors/Officers Liability Insurance policy	Expenses	
\$ 61.25	9/10/2020	FL Dept of State	AE corp annual report filing fee	Expenses	
\$ 50.00	9/28/2020	NV Secretary of State	AE corp annual report filing fee	Expenses	
\$ 1,000.00	9/28/2020	Schanel & Assoc	CPA retainer fee for 2017-2020 tax years prep/filing svcs	Expenses	
\$ 10.00	11/16/2020	CA Franchise Tax Board	tax owed for 2017-2018 fiscal year filing	Expenses	
\$ 25.00	11/24/2020	CA Secretary of State	AE corp annual report filing fee	Expenses	
\$ 74.95	12/19/2020	Sara Grider	Zoom subscription Jul-Nov 2020 monthly charges for IEM virtual meetings	Expenses	
\$ 18.71	12/19/2020	Cymbre Feliciano	Refund of AE Family membership payment	Membership	
\$ 519.04	12/31/2020	QuickBooks	Online 1-year subscription to QuickBooks for Steward's office	Minister	
\$ 8.40	12/31/2020	Angela Akins	USPS postage to ship archive hard drive to IRM in Florida	Expenses	
\$ 9,637.42					

# APPENDIX B

## 2020 – 2021 Budget

Memberships:	29,000.00				
<b>Imperial Events</b>					
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				
<b>Total</b>	<b>9,750.00</b>				
Imperial Travel	10,000.00		2019 - 2020 Proposed		\$35,570.00
Corporate Travel	1,500.00		2020 - 2021 Proposed		\$40,570.00
Estates Meetings	5,000.00				<b>(\$5,000.00)</b>
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				
	<b>40,570.00</b>				