



March 2009
IMPERIAL ESTATES
AGENDA

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GENERAL MEETING INFORMATION

Date and Time

Estates Meeting

March 21, 2009 – 9 a.m. to 4:30 p.m.

March 22, 2009 – 9 a.m. until all agenda items have been addressed

Location

The March meeting of the Imperial Estates will be held in Orlando, Florida

The meeting will take place at La Quinta Inn & Suites, Orlando Airport North
7160 N Frontage Rd, Orlando, FL 407-240-5000 (1.4 miles away)

Recommended Airport: Orlando Airport. Free shuttle is available. Contact the hotel for more information.

Accommodations

La Quinta Inn & Suites, Orlando Airport North
7160 N Frontage Rd, Orlando, FL 407-240-5000 (1.4 miles away)

Sleeping rooms \$98.10 per night for doubles and \$119.00 per night for King rooms plus 12.5 tax. Complimentary Breakfast

Disqualification (Article VI.E.6)

Members entitled to a seat by virtue of rank or office whose dues are not current, are under judicial ban, or have not attended at least (2) official events in any subdivision within the previous six (6) months will be denied a seat.

The membership entitled to vote at a meeting of a given body is fixed as of the summoning of the meeting. It may not be subsequently altered by any means (including expiration of dues, non-participation, formation of new Estates, or change in Estate held by a given member) until the meeting is concluded, with these exceptions:

- Resignation of a given member
- Judicial ban
- Creation of a greater estate that does not reduce another greater estate below minimum membership (subject to 2/3 approval of the Estates to waive notice and seat the estate)

The Crown, if available, will convene the summoned Estates at the appointed time and place, and the meeting will be presided over by the Chancellor, if available.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

- Seating of qualified members
- Petitions to waive as per Article VI. E. 6. Disqualification

III. APPROVAL OF MINUTES

- Approval of the minutes of the November 2008 Imperial Estates Meeting.

IV. REPORTS

- President and Board of Directors
- Chancery
- Rolls
- Steward
- Sovereign of Arms
- Joust and War
- Arts and Sciences
- Archery
- Physicks
- Office of Publishing (Imperial Webmaster, Chronicler, etc.)
- Other Officers

V. CROWN BUSINESS

CRB1. Charters

All Subdivisions who have not reported in a timely manner, and are not in communication to correct their deficits, and all Subdivisions who do not maintain the numbers for their status will be placed on the November Imperial Agenda for voluntary reduction in status. Reporting is required and not doing so makes it difficult to determine the status of the Empire. Additionally, all Subdivisions are required to maintain a specific number of members to establish and retain their status within Adria. This is in accordance with Imperial Bylaws. We also request that all Subdivisions submit, to Us directly, a copy of their Writs and Codicils for review. Once approved, the Crown of the subdivision will be notified and the documentation placed under their region on the Imperial Website. Additionally, if your current Charter does not appear on the Website, you are responsible for contacting us, in writing, to ensure that is corrected.

a. Place shires on inactive list

The following shires have zero membership and have been suspended:

- None

b. Reactivate inactive shire

The following shires have membership and their charters have been reactivated:

- None

c. Charter Amendments

Item 1. Amend the Charter for Cambridge to create the Imperial Shire of Mid'ean as approved by the Estates of Cambridge the proposed division of lands is as follows:

The mundane lands of Vermont.

Chancellery Note: Requires majority to ratify charter amendment.

Item 2. Amend the Charter for Alhambra to create the Imperial Shire of Roanoke as approved unanimously by the estates of the Archduchy of Alhambra on November 9, 2008. The proposed division of lands is as follows:

Mundane lands of state of Idaho and its counties along with the following counties of the state of Montana; Lincoln, Flathead, Glacier, Toole, Pondera, Teton, Lewis and Clark, Powell, Missoula, Lake, Sanders, Mineral, Ravalli, Granite, Jefferson, Broadwater, Deer Lodge, Silver Bow, Beaverhead, Madison, and Gallatin. The mundane counties of Idaho; Kootenai and Latah along with the mundane county of Whitman within the state of Washington are requested to be shared lands.

Chancellery Note: Requires majority to ratify charter amendment.

Item 3. Name changes

Requires majority to approve.

Petitions have been received by the following chartered subdivisions expressing their desire to change the name of their chapter:

Change the name of the Chapter of Isle de Morte to:
Cyprus.

d. Recognize new shires

The following shires have membership and their charter will be issued:

- **Shire of Mid'ean** (mundane State of Vermont)
No Action required
- **Shire of Roanke** (refer to CRB 1. c. item 2)
Requires 2/3rds for exception to law (Shared lands)

e. Charter Reductions

Requires 2/3rds

In accordance with Article VIII.D.1.b.vii., the charters of the following Kingdoms are presented for revocation for failure to maintain a population of at least 100 members, as specified in Article VIII.D.1.a.ii. If revoked, a new charter shall be issued immediately reflecting the chapter's new status as Archduchies, based on the size of their current population.

- Castilles (7 months as of February 5th, 2009)
- York (7 months as of February 5th, 2009)
- Esperance (7 months as of February 5th, 2009)

In accordance with Article VIII.D.2.b.vii., the charters of the following Archduchies and Duchies are revoked; new charters shall be issued immediately to reflect their respective status based on the size of their current population, indicated below in parentheses.

- None

f. Revocation of a Charter

- None

CRB2. Establish new annual Imperial Event, Imperial Collegia weekend (to be held regionally).

One weekend a year, regional members come together to solely teach and learn:

Option 1. To be held on Martin Luther King Weekend (January)

Option 2. To be held on presidents day weekend (February)

Comment: We the Imperial Crowns propose this to the Empire so at least once a year members shall come together to fulfill one of the basic concepts of what Adria is and stands for. All other Imperial events have an adversarial aspect to them. We believe that The Imperial government should at the very least sponsor one non adversarial event in which we all can come together to support each other and have education be paramount.

CRB3. Turn over of office for new Reigns.

Comment: We request the Estates to enact the following as Imperial Estates Writ #34

Following Imperial Crown War and upon the confirmation of Heirs apparent. Full disclosure of the operational needs and requirements will be granted to the Heirs Apparent. Turnover will be from current officers to the new officers. All information, records, keys and chattel must be turned over by no later than 10 days following Imperial Coronation.

VI. CHANCERY BUSINESS**CH1. Consider the Reign of Sir Terrin Greyphis**

Requires majority to approve.

Commentary: Per Article VI.E.5. Meeting Date, March:

The Imperial Estates General shall meet in March of every year, at which time they shall conduct appropriate business including but not limited to:

- *Evaluation of the success or failure of the previous Imperial Crown's term of office as well as any prior terms of office not yet evaluated.*

CH2. Elect Members to the Board of Directors.

Pursuant to Article IV of the Bylaws of the Adrian Empire, Inc., elect the Board of Directors for a 2-year term. Arizona Corporate Law requires President, Vice President and Secretary/Treasurer to be on the Board of Directors. Membership on the Board requires limited disclosure to the State of Arizona regarding your personal financial and legal history. Copies of the form will be available at the meeting to review. The following nominees have submitted letters of declaration:

- **Vice-President**
 1. Chris Bagnall (PrinceWright Bentwood)
- **Region 1: Elect for a 2-year term**
 2. Ethan Marcus (Prince Nikolai Belsky)

CH3. Judicial Decisions

Note: Will be published separately.

In accordance with Imperial Estates Writ #2, 12, Codex Adjudicata Article IV.8.

CH4. Replace Rolls and Lists Manual

Requires majority to approve.

Motion to table until OB6 – Passed

Referred to Crown along with OB6, to become new Crown Writ with spirit of proposal incorporated into it except grandfather clause.

The Emperor will cause to be published the New Rolls and Lists Manual available Adrian Empire.Org/ Agenda

Author: HIM Sir L'Bet'e deAcmd/ Sir Terrin Greyphis/ The Committee for Rolls Manual Revision Membership

II. OLD BUSINESS

OB1. Amend Article III.A. Number of Directors

This item contains the options that were presented as part of OB4 and OB6 from July 2008. Requires majority to remove from table, 2/3 to approve.

Body recommended that the options be rewritten.

Note: No Rewrite has been sent to the Imperial Chancellor as of February 2009

Option 1

The Board of Directors that is seated in November shall appoint the Treasurer to serve a one-year term. The Treasurer may serve successive terms.

Option 2

The Imperial Estates General shall elect the Treasurer to serve a one-year term. The Treasurer may be elected to one successive term.

Option 3

Consider if Option 1 or Option 2 is approved: The Treasurer shall serve as Imperial Steward.

Chancery Note: If approved it will be enacted in November 2009.

OB2. Amend Article III. Board of Directors to elect Treasurer, limit terms of Board of Directors members

Was OB6. Tabled 06/08, 11/08. Requires majority to remove from the table; 2/3 to approve. Body recommended that the item be rewritten. Note: No Rewrite has been sent to the Imperial Chancellor as of February 2009

All members of the BOD will be elected. The Chancellor, Steward, former President, and any other members found acceptable by the Board will serve in an advisory capacity. They may offer advice, expertise, and research and report on current issues. They may not hold a vote. The Steward will serve as the Secretary

for the BOD and will be responsible for creating Agendas, taking minutes, and posting them to the BOD group and other appropriate reporting forums.

BOD members will serve terms as follows:

- President/Vice President-as defined under Office of the Imperial Crown
- Treasurer elected to a two-year term-responsible for all mundane financial obligations of the organization including, but not limited to; filing taxes, authorizing checks, maintaining expense reports, and maintaining bank account information (including set-up of new accounts).

Note: The Steward of the Empire will be responsible for collecting and maintaining memberships, maintaining contact lists and paperwork, and will be a signatory on the bank account while working with the treasurer.

- Members-at-Large-elected to a rotating 2-year term as currently defined.
- The treasurer and Members-at-large will be limited to two (2) consecutive terms.

Author: HG Ashlinn Tiernan (Countess Royal, Albion, Knight Premier)

Co-Sponsor: HRM Katriana MacBrus (Queen, Albion)

Option 1

The Board of Directors that is seated in November shall appoint the Treasurer to serve a one-year term. The Treasurer may serve successive terms.

Option 2

The Imperial Estates General shall elect the Treasurer to serve a one-year term. The Treasurer may be elected to one successive term.

Option 3

Consider if Option 1 or Option 2 is approved: The Treasurer shall serve as Imperial Steward.

Note: If not, the positions would be separated.

OB3. New Physicker Manual

Was OB10, Requires majority to remove from the table; majority to approve Referred back to Physicker Office for Rewrite. Not received as of Feb. 2009.

Replace the current version of the Physicker Manual.

Author: Sir Jordon Marlborough (Imperial Physicker)

Sponsors: HIM Sir Terrin Greyphis (Imperial Crown), HG Sir Tailan Bran McNeil (Earl Royal)

OB4. Plain Language Bylaws i.e.: Lex Adria

Requires majority to remove from table. 2/3 to approve.

The document available: Adrianempire.org: Agenda July 2008

OB5. Define Separation duties between President & Vice President & the Imperial Crowns

Requires majority to remove from Table, 2/3 to approve.

Any issue not addressed below remains within the authority of the Crown as authorized by the Estates, or custom and practice.

Corporate Authority to be exercised by the President or the Board

- To act as the legal representative of the Adrian Empire, Incorporated.
- To authorize chapter presidents/vice-presidents (Crowns) to act as legal representatives of the President.
- All legal contracts including insurance, banking, professional services, etc. All legal filings including corporate and tax. Policy regarding financial procedures, donations and acknowledgement of them.
- Review rules and procedures of the Adrian Empire and its chapters to: satisfy mundane legal requirements and prevent conflicts, fulfill contract obligations, and prevent unreasonable liability.
- Protect corporate property and rights to use intellectual property provided to Adria.
- To address mundane misconduct including membership suspension, revocation, denial, and to determine whether membership is not in good standing, as per the Bylaws and Law of the Empire, and the use of the panel.
- This includes the authority of the President or any chapter president to suspend attendance until the panel can be convened.

Add to Bylaws:

Cite wherever authority of the Law of the Empire affects the BoD or must otherwise be addressed in the Bylaws (member discipline, election of the Members of the BoD, limits, etc.).

Add to Law of the Empire:

The Crown shall confer with the President and Treasurer in preparing the budget to insure that all legal obligations will be met.

Option 1: Define Separation duties between President & Vice President & the Imperial Crowns.

Any issue not addressed below remains within the authority of the Crown as authorized by the Estates, or custom and practice.

1. Preside over BOD meeting
2. Instruct Secretary to publish time and date of BOD meetings
3. Approve Meeting Agenda
4. Sign official Minutes
5. Sign BOD resolutions
6. Federal Income Tax Return Filing
7. State Income Tax Filings

8. State Report filings
9. Research and reporting to the Estates concerning Mundane Liability Concerns for Imperial Estate action.
10. Research and reporting to the Imperial Crowns for Mundane Liability Concerns for Imperial Crown action.
11. To hold membership review committees in regards to violations which fall within mundane jurisdiction in which suspension, revocation, and denial of a member shall be considered and to determine whether membership is not in good standing, as per the Bylaws and Law of the Empire. This enacts the President or any chapter president with the authority to suspend attendance of a member until such a committee can be convened. Such committee shall be convened within 30 days of the first notice of issue or situation.
12. Report to the Imperial Crown any contractual liability concerns along with suggestions in regard to said contracts.

Vice President

1. Assume all President duties in absence of President

OB6. Modification of the New Rolls Manual

Was OB13. Requires majority to remove from the table; majority to approve. Referred to Crown along with CH3, To become new Crown Writ with spirit of below proposal incorporated into it except grandfather clause.

Amend to read:

I. THE OFFICE OF ROLLS AND LISTS

C. STANDARD FLOW OF INFORMATION

- v. Once a month, within 30 days of the last event in that calendar month, the local Office of Rolls and Lists sends the original paperwork for the previous month to the Imperial Office of Rolls and Lists. The local Office may keep copies and is encouraged to do so. See *V.A.2. Physical Reporting (Sending in the Paperwork)* on page 16.
- vi. The Imperial Office of Rolls and Lists reviews the paperwork, handles questions that arise from the paperwork, compares the paperwork to the information in the Imperial Database, and ultimately verifies the entry of each event in the Imperial Database within 90 days.
- vii. The Imperial Office of Rolls and Lists is also responsible for paperwork resulting from Imperial Events and for entry of the event into the Imperial Database within 60 days.

Author's Note: Requiring submission by the 10th of the month places an unfair disadvantage to chapters which meet at the end of the month. It is not always possible for our volunteer ministers to dedicate that specific a time period to Adrian activities. The current Imperial Rolls Minister maintains that "common sense should apply" and that 30 days is reasonable. If 30 days is reasonable our law should read 30 days. It is not reasonable to pass into law that which we know will be broken.

II. THE MINISTERS

A. IMPERIAL MINISTER OF ROLLS AND LISTS

5. On a monthly basis:

- viii. Oversee the collection and filing of physical Rolls and Lists records that support and document participation and accomplishments
- ix. Oversee the updating and **verification** of the on-line Rolls and Lists records
- x. Report to the Imperial Crown regarding the Office

***Author's Note:** The Crown is the Granting authority of points, not the Imperial Minister. Point entries may only be altered by permission of the granting crown or an Adrian Court. Imperial Rolls minister is only verifying that the points are recorded correctly.*

III. EARNING POINTS

C. HOW ARE POINTS GRANTED

All points are granted by the authority of the Crown. Points in local chapters are granted by the Crown(s) of that chapter, subject to review and approval by the Imperial Crown(s) within one year from the date of submission. All points awarded by local Crowns and not objected to within that time will be considered approved. Points awarded by local Crowns before March 2007 will be considered grandfathered and may not be removed except for clerical errors or evidence of fraud or malfeasance by the awarding Crown. These corrections must ALWAYS have supporting evidence. Points for chapter Crowns and Imperial Ministers as well as points earned at Imperial Events are granted by the Imperial Crowns.

***Author's Note:** Both Imperial Rolls Minister and Imperial Crowns should have a chance to review all points submitted by the chapters to make certain that we are all playing on as fair and level of a field of rules and their interpretations as possible. If problems are found the member should be advised of the removal of points and the awarding Crowns and their ministers informed of the reasons and corrections to be made in their future awards. However, removing points beyond a year deprives the member not only of that point but from the year plus of game time in which they could have made up that point. A member has every reason to expect that the points awarded to them by their local Crowns are theirs and as it says in III, 3 ,iv of this manual "are never removed unless a clerical correction is being made or unless an Adrian Court issues that order".*

1. Basic Participation Points and Tourney Wins

Clearly observable or verifiable achievements such as participating in a tournament and winning a tournament (in Arts, Archery, and Combat) are normally delegated to the duties of the Office of Rolls and Lists. The Minister of Rolls (or delegate) will note the participation on the appropriate form. It is common practice for the Crown to later (either late in the event or after the event) physically sign each rolls form to indicate approval of those points granted. All members in good standing may participate in any and all tournaments and activities which they attend. In the case of new members joining at an event, they may participate in all tournaments and activities, even if those events are makeups for months preceding their membership

providing all dues and taxes are paid and any required tests and qualifications are completed.

Author's Note: It creates an extremely negative first impression when a new member is denied participation in an activity simply because it is a "make-up" for a month which precedes their membership date. We claim to strive toward chivalrous ideals and yet often times a new member's first or second participation includes what seems to be an unfair exclusion to a part of the game.

3. DIs and DPs

Upon your request, your local Crown may grant you up to one (1) DI for every three (3) months of service as their minister and the Imperial Crown may grant up to one (1) DI for every two (2) months of service as an Imperial Minister. If a DI is granted for this service, it is in addition to monthly ministry points and is based on the concept that an overworked minister will not have time to also earn DIs using other methods. **Adria points are never removed unless a clerical correction is being made or unless an Adrian court issues that order.** However, these points corrections may not strip a knight of their rank; the Knight will be permitted to make up the necessary points before continuing on the STK further.

F. TOURNAMENTS AND WARS

1. Tournaments

If there are not enough people to fill a list (archery or combat), it is called a short list. There are **two three** ways in which a short list may be handled:

xi. The participant may "bump up" to the higher list (if they have been authorized for that list) and the short list is cancelled. This new list is called a "combined list" but is still treated as being the higher list (huntsman's list or knight's list). If the participant bumps up, their points are recorded on the higher list. If the participant does not bump up, they receive an EP on the lower list.

xii. The list may be cancelled. If this happens, everyone who signed up for the short list receive EPs. The crown may require participation (doing the shoot or fighting the short tourney) in order to receive the EP.

xiii. One participant from the higher list may be bumped down to fill an open space in the lower list. This participant may not earn a participation or a win for doing so.

Author's Note: This proposed change in policy benefits no one and does much harm. We need to stay with the traditional policy. If a knight's list fighter is allowed to "bump down" it benefits him in no way other than the enjoyment of an extra fight. If one of 3 sergeants on a short list, can beat each other AND a combatant from the knights list they have achieved a win which at least equals if not exceeds a regular sergeants list win. If we pass this new ruling without change we are handicapping are newest members. They have little or no chance of winning a tournament, or even surviving long enough on the field to gain any real fight experience against more experienced and possibly 2nd and 3rd L Knights. This is not good for encouraging and retaining new members.

Moreover, in small chapters they might go several months, or have to wait until new members can be recruited before having enough lower level combatants to hold a full list. This is not good for promoting the growth of a small chapter.

Points earned on a higher list (Knight or Huntsman) may be used in place of requirements on the corresponding lower lists (Journeyman, Sergeant, or Bowman). The Rolls Minister or other person recording the event should record the facts of what actually happened but is encouraged to make a note that the lists were combined. The use of a higher list to cover the requirement on a lower list will be done when the points report is created or when the points audit is done.

IV. SOURCES OF INFORMATION

1. Event Participation Form

This is an overall sign-in form in which **all** attendees are recorded. Use this form for any sanctioned event: tournament, war, demo, feast, etc. Each person at the event must sign this sheet and may not alter the waiver. If the attendee is legally a minor (usually if he or she is under eighteen (18) years of age), a parent or legal guardian must be present at the event and must sign on his or her behalf or have approved waiver signed and notarized on file with the Local Steward.

2. Combat Sign-in Form Used by the combatants to sign in to acknowledge the combat waiver and so that the list keeper can create a combat tree, the Minister of Rolls can later see what combat took place, and to record the list winners and marshals. A note should be made to indicate anyone who dropped out prior to participating. Each combatant must sign this sheet and may not alter the waiver. If the attendee is legally a minor, a parent or legal guardian must be present and must sign on his or her behalf or have approved waiver signed and notarized on file with the Local Steward.

F. MEMBER-PROVIDED INFORMATION

These sources of information are perfectly valid, but should be used as a last resort. They are intended to help fill in holes that may exist in Rolls records. If Rolls records exist for the events stated, then the Rolls records take precedence over these sources of information. For example, Arts and Sciences Score Sheets may be presented by the member. Every time an arts entry is judged, the comments and scores are recorded. At the end of the judging process, these score sheets (also known as comment cards) are provided to the artisan. These may be used as proof of participation in an arts tournament. In rare cases where the paperwork for the event is missing completely, 2 knights may verify a member's participation in a Civil Court. This verification must then be backed up in writing and sent to the Imperial Office of Rolls and Lists. A request maybe made by a member to the local chancellery for a civil court. At which time the member must provide two knights in attendance at the event in question to give witness as to the participation in question. Should the two knights verify participation the point or points shall be granted. Notification of the finding must be sent to the Imperial Chancellery and the Imperial Rolls office.

V. REPORTS

A. REPORTS TO THE IMPERIAL OFFICE OF ROLLS AND LISTS

2. Physical Reporting (Sending in the Paperwork). The local Minister of Rolls shall provide a written report of all participation and accomplishments of the members who have participated in their chapter. This report must be provided to the Imperial Office of Rolls and Lists no later than **the 10th of the month 30 days after the final event in that calendar month (including Canton and special events)** for the previous month's activity.

Author's Note: Necessary to agree with I above and for the same reasons:

Requiring submission by the 10th of the month places an unfair disadvantage to chapters which meet at the end of the month. It is not always possible for our volunteer ministers to dedicate that specific a time period to Adrian activities. The current Imperial Minister of the Rolls maintains that "common sense should apply" and that 30 days is reasonable. It is not reasonable to pass into law that which we know will be broken.

The physical monthly report to the Imperial Office of Rolls and Lists must include all of the rolls forms used at all of the events that month including event sign-ins, sign-ins for each discipline, combat and archery trees, and honors reports. Each form must be dated (including year) and complete. Summaries and re-typed versions may be provided for additional clarity (e.g. the local minister may have an easier time interpreting poor penmanship by a member), but if used, these must be in addition to the original forms. It is helpful to include a printout of the event report provided by the Imperial Database after you have completed data entry. If your chapter is unable to do data entry, use the Rolls Event Summary Report form. Local chapters are encouraged to keep copies of all paperwork sent to their Imperial counterpart for their records and to help recover when information is lost or misplaced. Any records kept by the local chapter in addition to the originals sent to the Imperial Office of Rolls and Lists are expenses incurred by said chapter, and become chapter chattel goods. Scanned originals of forms sent via email, may be considered originals if they are clear, complete and include all notations in margins and back if any. Imperial Office of Rolls and Lists may request the original forms if the scanned copy is deemed unclear or incomplete. If scanned copies are used, the original records kept in the chapter's Office of Rolls and Lists are considered Imperial property. **Scans must be at least 300 dpi, in PDF format.**

Author's Note: 2008 technology should be legal to utilize in order to save paper, ink, time and postage.

VI. AUDITS

A member may not advance in knightly rank without the Office of Rolls and Lists confirming their qualifications (regarding participation points, etc.). The entire process of confirmation is often called a points audit. Points audits for first and second level knighthoods **may are to** be performed by the chapter's Rolls Office, Audits to verify any third level knighthoods must be performed by the Imperial Minister of Rolls and Lists within 90 days of the request. The member **is responsible for tracking** their own points, recording their participation and milestones. When the member wishes to advance in rank and believes that they have accumulated enough points to do so, they shall request an audit of their points. This is a review of the points to determine if they have, indeed, met the minimum requirements for the advancement. The Minister of Rolls must confirm that the points provided by the member matches the records in the Office of Rolls. Once the

Minister of Rolls concurs with the accuracy of the information; they provide formal confirmation to the member.

- D. Responsibilities of the Imperial Minister of Rolls for 3rd Level Audits
- xiv. Imperial Audits must be completed within 90 days of the request.
 - xv. If 1st and 2nd level knighthoods have already been granted, they cannot be revoked unless stripped by a Court; neither should the credit involved in the award unless accompanied by charges of malfeasance.
 - xvi. 3rd level audits will only verify points from the 3rd level STK submission
 - xvii. The Imperial Minister of Rolls and Lists will provide the member and their local Minister of Rolls and Lists with verified copies of the completed audit.

Author's Note: *Reasonable time limit should be set for Imperial Audits. Currently there are audits in process for over 16 months with out either approval or denial so that it can be appealed through the Imperial Courts or Estates.*

E. CORRECTIONS

A completed audit (confirmed and signed off by the Minister of Rolls) does not mean that corrections to errors cannot be made. If information comes to light that points were (or were not) awarded in error, the Minister of Rolls can authorize a change to the records. The member has the same rights to appeal as during the original audit. Points issued before March 2007 are considered "grandfathered". See III 3 See Conflicts in the preceding section.

Note: *Changes to the rules are never retroactive. A Rolls Minister may not "go backwards" and change points awarded under different rules or different interpretations of the rules. See Appendix A. Policy Changes: Changing Awarded Points on page 21.*

APPENDIX A. POLICY CHANGES

From time to time, the way points are awarded and recorded has changed. This manual contains today's rules about points. This appendix contains previous policies and their effective dates of changes, etc.

A. CHANGING AWARDED POINTS

Points issued before March 2007 are considered "grandfathered" (see III 3).

O. LIMITATION ON GRANTING OF DI'S FOR SERVICE AS A MINISTER AND GUIDELINE FOR DOING SO

f. Crowns are encouraged to set criteria for acceptable service. DIs granted for Crown and ministerial service are based on the concept that an overworked minister will not have time to also earn demo initiations using other methods. Crowns are advised to grant these points to their ministers that have served above and beyond the call of duty, whose basic duty is so challenging as to deserve this reward, or who have held multiple positions at once so as to achieve this level of service in their overall effort. The manner and practice of granting these service credits is subject to the review of the Imperial Crown. The decision of the Crown is final except for review by the Imperial Crown. SEE III C

Authors Commentary: On Behalf of the Committee to Revise the Roles Manual

Good Sir: Each of us in reviewing the proposed NEW ROLLS MANUAL, which was implemented as an Imperial Writ, were concerned with the direction the changes were taking our Empire. Having various discussions of the Rolls Manual at differing times we have spontaneously come together to pool our concerns and submit a joint submission of alternative portions of the Rolls Manual. We request that the Imperial Estates be allowed to vote on each item separately, and the resulting Rolls Manual then be presented for ratification.

*Most of the changes presented address a common issue: Section III Earning Points, Paragraph 3, **“Adria points are never removed unless a clerical correction is being made or unless an Adrian court issues that order.”** This has been our history and law and is included in the new Rolls Manual submitted Nov.2007. Yet, several additions were included in the new version that appears to override this keystone. It is the Imperial Minister’s job to verify that points awarded by the chapter Crown are recorded properly, and not to approve or disapprove them. This level of scrutiny is bogging down the already overwhelming task the Imperial Minister of Roll has of completing and maintaining the Imperial Rolls Data Base. In turn, work on the Data Base has significantly delayed the approval of qualified 3rd Level Knight Candidates, beyond reason. We know of NO GAME played in a Casino, a ball field or on a board at the family table where points can be removed after numerous rounds of play have already been completed, without an outright charge and proof of cheating. Our game should be no different. Once a reasonable period of time has passed, points should be locked in place, unless removed through court action. Finally, we offer the following for your thought: To become an Eagle Scout is a real life big deal. Adding Eagle Scout to your résumé will get you preferred entry into colleges, is de-facto required for nomination to our Nation’s Military Academies, and gives one extra step in grade and pay in the armed services. Yet when any one of the thousands of Scout Troops nationwide and its leaders advance a scout to Eagle Scout, Boy Scout International does not require that every piece of documentation be sent for review. They do not send anyone to look at the scout’s handbook to see that every box for every badge is properly dated and initialed. They trust their leaders to follow the rules, determine the candidate worthy, and fairly due their duty.*

Becoming a Knight of Adria, at any level is of no benefit what so ever in the mundane world. We are an organization of Chivalry and Honor. Can we not trust our local Crowns to award points fairly and with in the rules? We ask that all of our submitted revisions to the Rolls Manual (Writ) be jointly Sponsored and Cosponsored by all members of the Committee. We entrust the Imperial Chancellor to resolve the final format in which the submitted changes are presented to the Imperial Estates.

Authors: The Committee for Rolls Manual Revision Membership

YORK: Sir Hawthorn Perigord, Dame Cerridwyn Emalia Fiend

CAMBRIDGE: Sir Francesco Gaetano Greco de Edessa

CASTILLES: Sir Thomas Weimar, Sir Derfel Cadaron, Sir Alfred of Clophill, Dame Evelyn Taliqferro

KINCORA: Sir Haunsard

CONSTANTINOPLE: Sir L’Beté de Acmd

PEMBROKE: Sir Alaric Thorne

ESPERANCE: Sir Coda de Drachesohn von Rammstein

Chancellor’s Note: *The New version of the Rolls Manual may address many of the above issues but since the authors of OB13 will not have time to review the Rolls Manual (Which will be published after this addendum) we leave their item of business here and allow them to withdraw it (or parts) at the meeting itself if they wish to.*

Note from Chancery: *The Rolls Manual is currently a Continuing Imperial Crown Writ.*

Approving the Manual as Imperial Estates Writ returns ownership and control of the document

back to the Imperial Estates. Defeating this motion leaves the Manual in the current state and allows the Imperial Crown to make changes at any time. More details forth coming once authors evaluate the proposed rolls manual.

Note from the Imperial Crown: *With these clarifications in place including updates from feedback received at the March Imperial Estates meeting, it is no longer necessary to leave the manual as Imperial Crown Writ.*

OB7. Freeze all enacting of all new legislation for one year

Requires 2/3 to approve.

With all the recent legislation passed, there needs to be a grace period to allow for time to update manuals, and let the populace catch up to what is current law. To accomplish this, we propose a one year freeze on enacting of any new legislation brought before the Imperial Estates. In Case of Emergency Need, the Estates could pass a piece of legislation by a 2/3rds majority vote.

Author: *Sir Angus Kilshannig (Knight Premier)*

Sponsors: *Sir Pavo Rosalia (Imperial Prince, Count Royal, Knight Premier), Sir Waldham Von Torsvan (Count Royal, Knight Premier)*

OB8. Amend Article IX.D.14. to create the title of Baron/Baroness Royal

Requires 2/3 to approve.

Current Law:

14. Baron/Baroness of the Court/Empire
 - a. Court title awarded by the Crown, as per Article VI.F.3 and VIII.D. (Non-voting)
 - b. Title granted to a retired ruler of a Duchy for a successful term of office. (Non-voting)

Amend to read:

14. Baron/Baroness Royal
Title granted to a retired ruler of a Duchy for a successful term of office. (Non-voting)
15. Baron/Baroness of the Court/Empire
Court title awarded by the Crown, as per Article VI.F.3 and VIII.D. (Non-voting)

Author's Note: We have Baron and Baronesses of the Court for Ducal and Royal Awarded titles to honor those members who have gone above and beyond in their capacity to their chapter; but how do we differentiate these men and women from those who have received the exact same title given to them by their Estates for the services to their chapter. The Northeast has adopted the usage of Baron/Baroness Royal to reflect the Count/Countess Royal awarded by Kingdom Estates to their retired rulers. To note, the author of this proposal will accept all friendly proposals in relation to the name used for this honor, the only restriction that the author would like to impose is that the new "turn of phrase" does neither conflict nor cause confusion with any standing title currently in usage.

Author: HG Sir Gabriel Aidan Lennox, Duke
Sponsor: HG Sir Tailan Bran McNeil, Earl

OB9. Amend Article IX.D.11 to add Term/Title Lord/Lady Mayor. *Requires 2/3 to approve*

Current Law:

11. Viceroy

- a. The holder of an Imperial warrant of appointment to a Shire and serves as its appointed ministerial governor. (Voting if shire has at least 5 members)
- b. The holder of a Royal or Ducal warrant of appointment to a Canton within the Chapter and is the appointed ministerial governor of a Canton. (Non-voting)

Amend to read:

11. Viceroy

The holder of an Imperial warrant of appointment to a Shire and serves as its appointed ministerial governor. (Voting if shire has at least 5 members)

12. Lord/Lady Mayor

The holder of a Royal or Ducal warrant of appointment to a Canton within the Chapter and is the appointed ministerial governor of a Canton. (Non-voting)

Author's Note: Currently in the Northeast we have Shires and Duchies which border upon each other. We see the members intermingle with each other. And we have Cantons in these Duchies as well as some Cantons still standing in Shires which were Duchies prior to demotion. But, we also see there is a Viceroy/Vicerine of the Shire as well as the Canton. Many of the chapters in the Northeast have chosen to use the "turn of phrase" of Lord/Lady Mayor to reflect the difference from leadership of a Canton as opposed to the leadership of a Shire.

Author: HG Gabriel Aidan Lennox, Duke
Sponsor: HG Sir Tailan Bran McNeil, Earl

VIII. NEW BUSINESS

NB1. Enact as Imperial estates Writ#35 -Play test

Requires 2/3rds to Consider, majority to approve.

1. Definition of a play test shall be a period of time that may be required or requested before implementing a new procedure (weapon, tool, or other item) to be used in Adria.
2. The purpose of a play test will be to allow a trial use of a procedure or item to reveal any safety, implementation or viability issues to become known.

3. The duration of a play test shall be last one year and will automatically end at that time unless it is specifically renewed by the Imperial Estates.
4. Play tests are to be outlined completely, including procedures usage rules and regulations, assembly instructions and anything else needed to allow members to completely understand and implement the play test.
5. All play tests will be available empire wide, and will be on a voluntary basis only.
6. All chapters that wish to participate in a play test must fill out a form and receive Imperial Crown permission before any play testing may begin.

7. All chapters play testing anything must report to the Imperial Crown on a monthly basis. The chapter Crown is responsible for this report and shall include any activity involving the play test, as well as opinions on its viability, ease of use, safety, etc. Failure to report monthly may result in cancellation of the play test for that chapter. The Imperial Crown shall include a monthly report in the Adrian Herald that shall recap the play test activities and opinions. Chapter play test permissions/revocations shall be included in this report.
8. Members involved in a play test shall receive points as though the item or procedure were already approved for in use throughout Adria.

Commentary: By standardizing and defining the various aspects of a play test within the bylaws, we can make it an accountable procedure in which there is a finite end with empire wide guidelines.

Presented by: Dame Maedb Hawkins (Imperial Princess, Knight Premiere, Countess Royal) and Sir Jamie the Red

NB2. Add to Article VI. C. 2 – Publishing

Requires 2/3rds to Consider, 2/3rds to approve.

Publishing of Bylaws, Manuals, Guidelines, Forms, etc.

All official bylaws, manuals, guidelines, etc., shall be published once a year (during the month of December to be effective the following January 1). All changes, additions, deletions, corrections from the year shall be included and shall take effect January 1.

Option 1: Instead of publishing in December to be effective the following January 1, make the dates read published "during the month of June, to be effective July 1 (through the following June 30th)."

Commentary: The intent of this is to create a system of publication that can be planned for on an annual basis. It will also address the wishes of the Imperial Estates (and others of the Empire) to not have constantly changing rules and procedures without creating a moratorium. If there is a pressing need for a change to be made prior to the effective date, the Imperial Crown or Estates can issue a writ for the interim. We now can make all the changes we want, then

correct ourselves, change it back, then cancel it altogether - but it'll only be effective once a year. Please note that there is an option (or alternative) to the January 1 effective date. With the holidays, it may be more than a little difficult to republish everything during that month. With a June publishing month, it will coincide with our membership renewal date, as well as be well-timed for our July IEM.

Presented by: Dame Maedb Hawkins (Imperial Princess, Knight Premiere, Countess Royal) and Sir Jamie the Red

Option 2

Publishing of Bylaws, Manuals, Guidelines, Forms, etc.

Add to bylaws in appropriate section: All official bylaws, manuals, guidelines, etc., shall be published once a year (during the month of October to be effective the following November 1st). All changes, additions, deletions, corrections from the year shall be included and shall take effect November 1.

Commentary: The Imperial Crown acknowledges the need for this concept. We believe that such actions should be the responsibility of the acting administration during the time in which these changes take place. A new Imperial administration takes over in November in conjunction with the November Estates meeting. We propose that the residing administration shall be responsible for the time period of their reign, changes to the official bylaws, manuals, guidelines, etc. and that such should be completed before the end of their term. Hence, published in the month of October and effective November 1st. This relieves the Incoming administration of the burden of back tracking Minutes and Law and gives the new administration a solid foundation of law to work with upon taking office.

*Emperor L'Bet'e
Empress Lenora*

NB3. Create an ongoing Procedure (or Resolution) to Separate Mundane and Game "Business"

Requires 2/3rds to Consider, majority to approve.

Resolve that: Whenever an event occurs that has mundane implications, the BoD and the Imperial Crown will work together to define their respective roles. These roles shall be created (and published) as Imperial Writ until reviewed by the Imperial Estates at the next following Imperial Estates Meeting.

Commentary: One of our biggest stumbling blocks to separate game issues from mundane issues (and assign each to their respective body, the Imperium or the Board of Directors), is simply defining what shall be

what and where and when. If the Imperial Estates, the Imperial Crown and the BoD can all resolve to address each issue as it comes up (in a timely manner) then we can be assured that continual progress can and will be made. We can also be assured that it will be enacted in a timely manner, and reviewed by the Imperial Estates in a timely manner. The entire bylaws do not have to be dissected at once, but addressed in smaller, chewable bite-size pieces.

Presented by: Sir Jamie the Red and Dame Maedb Hawkins (Imperial Princess, Knight Premiere, Countess Royal)

NB4. Amend Missile Weapons Manual to add Crossbows

Requires 2/3rds to Consider, majority to approve.

To add Crossbows to the current archery manual

CROSSBOW RULES

1. Only Period style will be allowed
2. No sights-front or back of any kind
3. Wood Stocks only---no man made materials
- 4.No rifle or pistol style stocks
5. Poundage of Prods--Not to exceed 150 Pounds
6. Prods can be made of---wood, aluminum, steel, fiberglass or wood and fiberglass
7. Release types-rolling block, push pin, over or under claw
8. Quarls, bolts will be made of wood and feathers.

TARGET BUTTS

NO HAY BALES THE QUARLS AND BOLTS WILL GO THRU
ONLY BUTT THAT WILL BE ALLOWED IS THE BROADHEAD TARGET
BUTT (which can be purchased at you local archery store)

SAFETY RULES

1. Same as Target Archery
Crossbows has no safety, so when it is cocked and loaded it is to be pointed down range at the targets--No on your hip pointed to the SKY-when loading or loaded. (Archery Minister if this happens you will ask the archer to leave the range, this is so important to uphold). This also applies to longbows and recurves.
2. You must be 18 years of age due to insurance reasons. Also it complies with mundane laws.

ADRAIN IMPERIAL WARS AND SUBDIVISION WARS

1. Same as Target Archery
 - a. add a crossbow champion to the list
 - b. crossbows shoot against crossbows (it takes four to make a list remember this)
 - c. longbows and recurves shoot against each other
 - d. Bowman crossbow put an X by the B
 - e. Huntsman crossbow put an X by the H
 - f. The list is the same

PLACING A X BY THEIR RANK DENOTES CROSSBOW USAGE KNIGHTHOOD

1. There is only one. Since we are starting a new division to archery all who shoot with a crossbow will start with (0) wins. You will keep your other points (i.e. DI's, EP's and etc). No crossing over of wins (i.e. two longbows or recurves and one crossbow. It has to be all with the crossbow for steps to knighthood or the next level of knighthood.

Reason for No crossing over the wins is that the crossbow is such an accurate weapon, that it puts the longbows and recurves at a disadvantage. Doing this it makes all the bows equal in gaining wins for knighthood.

Comment: There has been a good response to the crossbows, but due to the current economy, no one wants to invest in a crossbow that is in play test. So at this point archers are awaiting the outcome with the Imperial Estates vote. The Kingdom of Umbria has been play testing crossbows for almost a year, with no problems with the traditional archers on the range. From the interest of the populace of the Adrian Empire I feel it is time for the Crossbows to be added to the Archery Manual.

Author: Dame Margarita DuBois, Imperial Minister of Archery, Knight Warden, Countess Royale

Sponsors:

Sir Blackarrow of Boyd, Knight Warden, Count Royale

Sir Pavo, Prince of Adria, Count Royale, Knight Archer

Sir Angus, Knight Premier

NB5. Amend Article II.E. to Allow for Embassies

Requires 2/3rds to Consider, 2/3rds to approve

Amend Article II E of the Imperial Bylaws to allow that Private Residents of Members be considered Embassies, and therefore the land of the chapter where the Member is paid, when the member resides within the borders of one chapter, but belongs to another chapter.

Sponsor: Sir Angus Kilshannig, K3

Co-Sponsors: Sir Thomas Weimar and Sir Waldham Von Torsvon

Commentary: Under the current rules, if a member of one chapter happens to have his house within the borders of another chapter, he can do no official Adrian event at his home without first getting the permission of the Crown of the chapter where his house physically resides. This puts undue hardship on a member who wants to hold a class on brewing or cooking, and really needs the use of their kitchen facilities. By declaring private residences Embassies we get a double win. The member gains use of his home for Adrian Events, and the other Chapter really loses no land as embassies would not require a change in the Charter.

IX. DISCUSSION

Note: these items were dispensed with at the last Imperial Estates Meeting due to other Discussion items.

D1. Revamp of “Noble Order of the Crown Guard”

Current Law:

10. THE NOBLE ORDER OF THE CROWN GUARDS

Sable, two spears in saltire or. (Black background with two crossed gold spears.)

This Order grants precedence equal to that of Lord or Lady. This award is given by any Great Estate (Knight Third Level, Founding Viscount, March, or Count/ess Royal) to individuals who display extraordinary examples of courage, chivalry and grace on the battlefield.

Option 1

Granting bestowing abilities to all retired crowns who have been granted a “successful reign” by their local Estates.

Amend to read:

10. THE NOBLE ORDER OF THE CROWN GUARDS

Sable, two spears in saltire or. (Black background with two crossed gold spears.)

This Order grants precedence equal to that of Lord or Lady. This award is given by any Great Estate (Knight Third Level, Founding Viscount, March, or Retired Crown which has been granted a “successful reign” by their local Estates) to individuals who display extraordinary examples of courage, chivalry and grace on the battlefield.

Option 2

Same as proposal #1 but extending the abilities to a Shire Viceroy/Vicerine to allow them to personally recognize members of their chapters. If Proposal for Lord/Lady Mayor does not pass, please reflect verbiage in this proposal to state “Shire Viceroy/Vicerine.

Amend to read:

10. THE NOBLE ORDER OF THE CROWN GUARDS

Sable, two spears in saltire or. (Black background with two crossed gold spears.)

This Order grants precedence equal to that of Lord or Lady. This award is given by any Great Estate (Knight Third Level, Founding Viscount, March, Viceroy/Vicerine or Retired Crown which has been granted a “successful reign” by their local Estates) to

individuals who display extraordinary examples of courage, chivalry and grace on the battlefield.

Commentary: Currently this order reads that it allows the “Great Estates” such as retired Kings/Queens, Marquis/Marquessa, as well as Third Level Knights to induct and recognize people for their prowess on the combat field. Why not allow all retired crowns to recognize these same people regardless of whether they are from a Kingdom, Archduchy or a Duchy? Recognition should not be limited to only the larger chapters, but to all chapters equally. Perhaps even extend it to allow Shire Viceroy/Vicerines to recognize these same people as well.

Author: HG Gabriel Aidan Lennox, Duke

D2. Amend Article IX.C. Ranks to create Fourth Level Knighthoods

4th level Archer = Knight Archer Extraordinaire

Requirements:

- 54 additional Participations on the Huntsman’s list at a Crown Event.
- 20 additional Wins on the Huntsman’s list at Crown Events.
- 20 additional War participations.
- 20 additional Demo participations.
- Helped Archery Minister at 4 wars
- Teach 2 classes on Archery (examples: history of archery, rules in Adria, how to make a bow, how to make arrows, legionary battles using bows , etc.)

4th level Arts Knight = Knight Master Craftsman

Requirements:

- 54 additional Participations on the knight’s list at a Crown Event.
- 20 additional Tournament wins on the knight’s list at a Crown Event.
- Must have entered at least 4 arts entries in different field/categories examples: food, clothing, armor, painting, Calligraphy or Luminations, leather work, needlework, ceramics, woodcarving, etc.
- Teach 2 classes/collegiums on some type of arts (must be in different fields/categories)
- 8 additional Masterwork awards
- 10 additional War Participations at a Crown event
- 20 additional Demo Participations

4th Level Knight Ministry = Knight Supreme

- 54 Months Hold an Office:
- 20 additional War Participations at a Crown Event
- 20 additional Demo Initiations & Organizations
- Must have been a past Ruling Noble for 6 months or more
- Must hold 2 Ministry’s position for 6 months each (examples: Minister of Roll, Arts and Science Minister, Minister of War and Joust, Chronicler etc.) (House Sire does not count this is for service to you local crowns, not yourself)
- Teach 2 classes pertaining to ministry (examples: how to give a demo, how to setup and run a war, heraldry, sumptuary, record keeping, manuals {arts, archery, combat, etc})

4th level Combat Knight = Imperial Champions

- 54 additional Participation on the Knight's Lists

- 10 additional Wins on the Knight's List at a Crown Events
- 20 additional War Participations at a Crown Events
- 20 additional Demo Participations
- Armored Combatants must have fought at least one in Rapier, and Rapier Combatants must have fought at least once in Armored Combat
- Teach 2 classes on the subject of combat (examples: different types of armors, different types of weapons and their use, combat rules, how to make armor, etc)

Commentary: Adria has been around long enough now for a lot of us to reach our 3rd level knighthood, and some are asking now what? I think if you participate and stay involved in Adria long enough to reach 3rd level and still want to be involved we should add a 4th level. But I feel the 4th level should not just be numbers, to reach that 4th level you need to give more back by teaching what you have learned, more service, etc. for some of us it does not matter we will keep on doing what we do because we love it. But I want to open up the idea that we can still strive for more.

Author: HG Dame Willow de'Rara (Comtessa Royal, Knight Primer, Knight Doctor)

D3. Changing the Voting Structure of the Imperial Estates

This is a proposal to change the voting structure of the Imperial Estates.

Due to the ever increasing number of personal votes the Empire grants to individuals via retirement titles and K3 elevations, Adria has and continues to become a society where the will of the few outweighs the will of the many. We currently are faced with the concept that those holding individual votes if banded together under a common goal can enact or pass any policy they desire as the number of these votes on the Imperial Estates is already in excess of the 2/3rds required for any item up for consideration.

The solution offered here is not fully detailed but has the potential to resolve the problem and returns Adria to a system where the will of the actual membership is represented.

Additionally it allows for each chapter to truly represent to the Imperial Estates the desires of their members by allowing for a split of the chapter's votes. Hence a Kingdom with 110 members gets 22 votes and can cast 20 for an item, 1 against, and 1 abstained if needed. This gives those involved in policy changes a better understanding as to what the members of the organization are truly feeling about items. While I understand that this item will not be favored by the Chancery due to the need for a more advanced and increased level of accounting, I feel that it is needed to provide for a better system that represents the will of the membership. Therefore I propose that we remove the concept of giving the 2 senior estates of each chapter a vote on the Imperial Estates; then give each chapter 1 vote on the IE for every 5 members. Each chapter will then be responsible for polling their membership and casting the votes in a proper manner to reflect the true wishes and desires of the membership. No other changes will be made to the makeup of the IE.

Author: Sir Rhydderch ap Eirwyn

D4. Changing the way we elect our Imperial Crowns.

X. NEXT MEETING OF THE IMPERIAL ESTATES

July 2009. Kingdom of Umbria

XI. ADJOURNMENT