



# **Barony of Madrone**

## **Policies and Traditions**

June 20, 2019

**Barony of Madrone  
Policies and Traditions**

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## **1. Purpose Statement/Disclaimer**

This is the governing document for the Barony of Madrone, an official branch of the Society for Creative Anachronism, Inc. This document denotes branch policies only, and is subject to Corpora, Kingdom Law, federal, state, and local laws. It is not a corporate publication of the Society for Creative Anachronism, Inc., does not delineate broader SCA policies, and where this document conflicts with An Tir Kingdom Law or SCA Corpora, those documents remain the authoritative resource.

This document was ratified by the Madrone Baronial Curia, according to the Major Decision-making process, on \_\_\_\_\_, and ratified on that same date by Baron Enzo and Baroness Spike, 12th Baron and Baroness of Madrone, and HL Eden of Lionsguard, Seneschal for Madrone.

This governing document will be reviewed at least briefly every year. Final review of, and changes to, this document will take place at a meeting open to all members of the Barony. Proposed changes will be publicized for review through official communications prior to said meeting, and the finalized document shall be published afterwards.

Proposed changes to this Customary may be suggested at any business meeting and will then be published through official communications for review before the change can be voted upon at a subsequent meeting.

The Madrone Baronial Curia may vote to waive requirements of this document for specific instances, unless it violates Kingdom, Corpora or modern Law. This is on a case by case basis.

## **2. Definition of the Barony of Madrone—Name/Location/Territory**

The Barony of Madrone includes the City of Seattle and the northern part of the remainder of King County, in the State of Washington. The Barony of Madrone includes the Canton of Porte de l'Eau to the east of Lake Washington, and contains the College of Saint Bunstable, based at the University of Washington in Seattle. The relevant Zip Codes are attached as Appendix B.

### **2.1. Character of the Barony of Madrone**

The SCA was founded upon ideals of Courtesy and Chivalry. As a reflection of those ideals, we support the principles of equity, diversity and inclusion in the Barony, the Kingdom of An Tir and throughout the Known world. We seek to recreate positive aspects of the past, and we reject all forms of intolerance and bigotry and those who would practice them, as a violation of those principles.

We welcome participants in all the areas of our Society, from all backgrounds, regardless of their race, ethnicity, culture, sexual orientation, gender identity, religious beliefs, socio-economic background or abilities.

### **3. Sub-Branches and Guilds**

Canton and College members are full members of the Barony. All members are encouraged to participate in events within the Barony, including Canton, College and baronial events.

As subgroups of the Barony, Cantons and the College are entitled to the use of baronial property for any official activities of the group. By following the Baronial Major Decision Process (see below), they may also request access to baronial seed money for their events.

#### **3.1. Cantons**

The Barony of Madrone typically views the Canton of Port de L'eau as a semi-autonomous, yet cooperative, entity, also under the ceremonial leadership of the Baronial Coronets.

Canton Seneschals are asked to provide a summary report to the Barony at the monthly Baronial Curia.

#### **3.2. The College**

At the time of this publication, the College of St Bunstable is dormant. It can be reactivated by demonstrating that it has 5 paid members, including a seneschal, exchequer, and a marshal of any discipline, or if there are no martial activities, the third officer can be a herald or a minister of arts and sciences.

#### **3.3. Guilds**

From time to time, groups of individuals with a common interest may form a Guild. They may choose to petition the Barony for official status through the Major Decision-

Making Process. The Baronial Coronets may grant incipient status to a Guild prior to chartering and official recognition.

3.3.1. Guilds recognized by the Barony are entitled to:

- Publish information to the Madrone website.
- Access to Baronial property for SCA-related activities.
- Access to Baronial funds via the [Baronial Financial Policy](#).
- Use of the Barony's name in the Guild's name.

3.3.2. A Guild has the responsibility to report their activities at the Baronial Curia.

3.3.3. A Guild should have a charter, which includes the purpose of the Guild, what constitutes membership, and how to join the Guild.

3.3.4. Guilds wishing to be recognized by the Barony should have the charter approved by the Baronial Curia.

3.3.5. Dissolving a Guild.

- After an extended period (one or more years) of inactivity, it may become necessary to dissolve a Guild or consider it inactive.
- If a recognized Guild no longer appears to have a Guild head, active members, regular meetings, and fails to report to the Baronial Curia, the Guild will be assumed to be inactive.
- If interest in the Guild resumes in the future, it may again be recognized.

## **4. Baronial Business**

### 4.1. Communication

#### *4.1.1. Official Communication*

The [Madrone email list](#), mailing address [madrone@g.antir.org](mailto:madrone@g.antir.org), is the officially accepted form of communication and distribution of notices and information to the branch populace. All other forms of communication should be considered supplemental. Should there be any conflict in information between the branch email list and other channels of communication, the information published in the branch email list should be considered the authoritative source.

#### *4.1.2. Newsletters*

The Madrone newsletter is titled *The Leaf*. The required office of Chronicler shall satisfy the requirement of publishing a newsletter in compliance with Corpora.

#### *4.1.3. Other Electronic Communications*

The Barony and associated branches maintain e-mail lists and webpages for the purpose of notifying the membership of events, activities, and other news. These include but are not limited to:

- [www.BaronyofMadrone.net](http://www.BaronyofMadrone.net) - Madrone's website

- [www.Porte-de-Leau.org](http://www.Porte-de-Leau.org) - Port de L'Eau's website
- [www.facebook.com/groups/baronyofmadrone/](https://www.facebook.com/groups/baronyofmadrone/) - Madrone's Facebook discussion group
- [www.facebook.com/Barony-of-Madrone-281734489110224/](https://www.facebook.com/Barony-of-Madrone-281734489110224/) - Madrone's Official Facebook Announcement Page

Various Guilds and interest groups keep and maintain their own email lists, websites and Facebook groups. These are neither administered, nor officially monitored by, the Barony.

#### 4.2. Major Decision-Making Process

Within the Baronial Curia many decisions may be handled through a simple consensus. Major decisions that may have a significant effect on the Barony must follow the process below and conform with the Barony's Financial Policy. Examples of Major Decisions include:

- Contractual obligations
- Budget approvals, after review by the Financial Committee
- Non-budgeted expenses greater than \$100
- Approval of an event bid

Major Decisions require an evaluation period wherein the populace has the opportunity to comment on the decision at hand. This is implemented by the following steps:

- The issue is first discussed by the Baronial Curia
- A summary of the issue is published via official communication channels, giving the populace not in attendance an opportunity to learn about and comment on the issue.
- The issue is then discussed at the following Baronial Curia. If consensus is reached, a decision may be made at that time. Every effort should be made to resolve the issue during the second review. If a consensus is not reached, the discussion may be continued at a following meeting.

#### 4.3. Financial Committee

The Financial Committee for the Barony consists of the following members:

- Exchequer (1 vote), who will chair the meetings of the Financial Committee
- The Seneschal (1 vote)
- The Baronial Coronets (1 total vote for the Coronets).

These individuals are members of the Financial Committee for the full duration of their term. A full description of their duties can be found in the Financial Policy for the Barony.

Members of the populace are welcome to attend and provide input at Financial Committee meetings, however, they do not have voting authority.

## **5. The Baronial Coronets**

Pursuant to Corpora and the Laws of An Tir, all baronies shall have “*at least one person to accept the title of Baronial Coronet as appropriate.*” The *Baronial Coronets* are the representatives of The Crown within the Barony.

The Barony is modeled after the Kingdom of An Tir, with a similar structure of officers, champions, and royalty. The role of the *Baronial Coronets* is ceremonial in nature in reflecting the royal presence in the Barony.

The *Baronial Coronets* are appointed by The Crown of An Tir, and represent The Crown to the populace of the Barony, while representing the Barony to The Crown and Kingdom. The *Baronial Coronets* shall be limited to two consecutive terms of three years, with the support of the populace and at the pleasure of The Crown of An Tir.

The *Baronial Coronets* are welcome to apply to serve again at another time in the future, either together or separately, after their successors have stepped down.

### **5.1. Duties and Responsibilities**

The duties of the Baronial Coronets are set forth in the Laws of An Tir, VI.A.4.b. In addition to those codified duties, the Barony of Madrone has traditional and historical expectations of its Baronial Coronets.

5.1.1. *Leadership.* They will uphold the institutions of the Barony, Subgroups, Champions and Sergeantry. They will encourage members of the barony to volunteer for needed roles and projects.

5.1.2. *Administration.* The Baronial Coronets should attend all Baronial Curias. They will assist the Seneschal in guiding the decision-making process. They must also submit a written report on the state of the Barony to the Crown and Royal Heirs at least one month prior to each Coronation event.



- 5.1.3. *Ceremonial duties.* The Baronial Coronets shall hold baronial court at least once per year. They shall endeavor to recognize skill and service with awards and other public recognition, and coordinate scrolls and medallions as needed for award presentations. They shall serve in other ceremonial roles as requested by The Crown and populace. They create Baronial awards and orders, as well as oversee the Champions.
- 5.1.4. *Ambassadors.* As ambassadors they should maintain friendly and cordial relations with our neighbors, and encourage their populace to travel as well. They should strive to be a visible presence at events throughout the region, including Crown events and meetings of the Noble Estate
- 5.1.5. *Inclusiveness.* The Baronial Coronets shall endeavor to reach out and include all the diverse members of the Barony; attend occasional functions of Guilds and subgroups; endeavor to present awards to people from all the circles of the Barony; and endeavor to make sure newcomers feel welcome at Baronial functions. The Baronial Coronets should be accessible via telephone and email.
- 5.1.6. *Membership.* Per Corpora, the Baronial Coronets are officers and must maintain appropriate paid membership status.

## 5.2. Opinion Poll

If the Baronial Coronets choose to stand for a second three-year term, the populace is polled for support. This confidence polling is similar to selection polling (below), but without the addition of other candidates. Generally, presuming there is evidence of continued support for the Baronial Coronets, The Crown will ask the Baronial Coronets to continue service for a second term.

## 5.3. Polling and Selection Process

At the conclusion of the term of current Baronial Coronets, new Baronial Coronets must be selected to serve as the ceremonial head of the Barony. This selection is accomplished via a combination of baronial polling and Royal selection.

The Baronial polling selection process is documented in An Tir Law section 4.d as well as the Polling Process Addendum. Scheduling and implementation of the polling and selection process is subject to approval of The Crown. The baronial Seneschal often facilitates this process, but it is at the direction of the Kingdom Polling Deputy.

- 5.3.1. *Letters of Intent.* A time period is established for letters of intent, with a call for such published in The Crier and to the branch email list.
- Any member in good standing with a desire to serve may apply for the position of Baronial Coronet. It is a long standing tradition of the Barony that this role be split jointly between two people to share the burden of the role, but it is not required.
  - Members of the populace are encouraged to speak to worthy candidates and encourage them to submit themselves for consideration by The Crown.
  - The submission package should include a letter of intent, an SCA resume, and/or a modern resume, and shall be sent to the Baronial Seneschal and the outgoing Baronial Coronets. The Seneschal will handle confirming receipt.
- 5.3.2. *Crown Review.* The letters of intent will be provided to The Crown for review, and shall not be posted to the populace until candidates letters have been accepted by The Crown.
- 5.3.3. *Meeting the Candidates.* Upon Crown acceptance of candidates, the Baronial Seneschal shall:
- Publish the letters of intent and SCA resumes to the baronial website
  - Notify the Barony of candidacy via all official communication channels
  - Schedule two or more public meetings so that the populace may have an opportunity to meet the candidates, ask questions of them, and hear what they have to say. These meetings should be held over a short period of time and in different areas of the Barony so as to get the widest possible participation of the Barony and its subgroups.
- 5.3.4. *Polling the Populace.* After the candidate meetings are concluded, a confidential polling period shall begin using the method chosen by The Crown. Over the years these have included in-person, mail-in, and electronic polling.
- 5.3.5. *The Selection.* The results of the polling are submitted solely to The Crown for Their review. The results of the polling are held confidentially by The Crown of An Tir and will not be shared with the populace. The final decision and appointment of the new Baronial Coronets rests solely with the Crown.
- 5.3.6. *The Announcement.* Once the Crown has made Their decision, the names of the candidates who have been selected to serve as the new Baronial Coronets will be announced to the Populace by the Crown or their representative.
- 5.3.7. *Baronial Changeover.* The new Baronial Coronets will be invested at the event designated by the Crown and referenced on the approved baronial selection schedule.

## **6. Baronial Officers**

Baronial officers exist to facilitate the operations of the Barony. The Barony must staff all offices required by Kingdom Law to support the activities in the Barony. All of these officers must be warranted, which requires that each be a paid member of the SCA.

The Seneschal will maintain a list of the current officers and records of their warrants. Current Kingdom Law for background checks will be followed. The Seneschals of the subgroups within the Barony (Cantons and Colleges) function as independent officers in collaboration with the Baronial Seneschal.

These officer positions are modeled after those of the Kingdom and each is subordinate to their respective kingdom superior.

### 6.1. General Duties

The role of most officers is to coordinate the activities in their area of expertise. They should not be expected to accomplish all of the work in that area. For example, if a baronial event needs a marshal in charge, the event steward is encouraged to contact the branch marshal who may either choose to volunteer or recommend other qualified persons.

Officer reporting and requirements:

- Officers are subordinate to their corresponding Regional and/or Kingdom Officers as described by Kingdom Law. Officers must submit quarterly reports to Kingdom or Regional officers and shall also send copies to the Baronial Seneschal.
- Attend the Baronial Curia and report on the status of their office, and/or provide a written report to the Seneschal prior to the meeting.
- If an officer is unable to perform the functions of their office, the Seneschal and the Baronial Coronets will try to work with them directly to resolve the issue. Failing that, they will discuss a replacement with the Kingdom Officer to whom said officer reports. If all agree to replace the officer, they will follow any procedures specified in Kingdom Law.

Required officers are encouraged to find and train a contingency deputy, to fill in their position in case of emergency, but who shall not be assumed to be their successor. A contingency deputy should also be a paid member of the SCA.

Officers should bear in mind that they represent the honor of the Barony, especially when they are acting in their role as officer, and comport themselves accordingly.

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### 6.2. Terms of Office

All baronial offices are filled for two-year (2 year) terms, at the end of which time the office may be extended or made open for application, as allowed by Kingdom Law. It is the responsibility of each officer to declare their intent to extend their warrant or assist in identifying an appropriate successor.

### 6.3. How to Apply for an Office

Applicants for officer positions must comply with Corpora (i.e. all officer positions require paid membership and required officers must be warranted, etc.)

The following procedure shall be followed:

- a) A position is declared open with a notice published as per the Communication section of this document.
- b) Anyone interested in applying for the position shall apply in writing, including a brief SCA resume. Modern resumes may also be requested for some positions, such as Seneschal and Exchequer. Seneschal and Exchequer candidates also require approval by their Kingdom superior officer.
- c) Current holders of an office may apply to serve an additional term except where prohibited by Kingdom Law.
- d) Applications are given to the Seneschal and Baronial Coronets, with copies to the outgoing officer when appropriate.
- e) Applicants' names and application information will be published via the channels specified as per the Communications section of this document. Private input from the populace will be solicited and accepted by the Baronial Coronets and Seneschal.
- f) The Baronial Coronets, in consultation with the Seneschal, shall make a recommendation of appointment to the appropriate Kingdom Officer, and submit that recommendation via a Change of Officer Form, endorsed by the other branch officers.
- g) Upon approval and warranting by the Kingdom Officer, the new officer is announced to the populace. .

Incipient officers may be appointed, as needed, by the Baronial Curia. In this case, they will hold the position during the application process.

If a required office cannot be filled, the Baronial Seneschal will assume all Kingdom reporting responsibilities for a maximum of 3 months, and continue to recruit until an appropriate candidate for the office can be found. Required offices cannot be left unfilled indefinitely.

## 6.4. Required Officers

### 6.4.1. *Seneschal*

The Seneschal is the chief administrative officer and legal representative of the Barony as a branch of the SCA, Inc. Responsibilities include:

- Administering the operation of the Barony through the officers and the Baronial Curia., including preparing the Curia agenda and leading the meeting.
- Approving financial transactions in consultation with the Exchequer.
- Approving and signing contractual agreements.
- Collecting and archiving reports from the baronial officers and the associated branches for historical record.
- Summarizing and reporting on the status of the Barony to kingdom superiors.
- Coordinating relations with individuals and groups outside the SCA: e.g. the press, the Boy Scouts, modern authorities.
- Being available by phone, email, and social media.

### 6.4.2. *Exchequer*

The Exchequer is the chief financial officer of the Barony. Responsibilities include:

- Maintaining the Baronial Financial Policy, records and funds.
- Overseeing expenditures, and verifying that expenses meet the guidelines of the SCA, Inc. as a non-profit corporation.
- Disbursing and collecting funds as outlined in the Baronial Financial Policy.
- Being available by phone and email.

### 6.4.3. *Red Tree Pursuivant (Herald)*

The Herald's office is responsible for the development and registration of names and devices, making announcements at Court and elsewhere, court protocol, and maintaining the Baronial Order of Precedence.

### 6.4.4. *Branch Marshals*

The Branch Marshals oversee the martial activities of the Barony, including safety, training and supervision of SCA combat. They are also responsible for collecting and submitting practice waivers. The Barony is required to have at least one branch Marshal from among the following disciplines:

- Armored Combat Marshal

They coordinate activities and enforce standards for heavy armored combat. Must be warranted.

- Chief Archer  
They coordinate activities and enforce standards for archery and missile weapon practice and combat. Must be warranted.
- Rapier Marshal  
They coordinate activities and enforce standards for rapier combat. Must be warranted.
- Equestrian Marshal  
They coordinate activities and enforce standards for the Equestrian arts. Must be warranted. (Often filled by the Head of the Equestrian Guild.)

Additional marshals may also be appointed, but are not required to undertake branch marshal responsibilities.

- Youth Armored Combat Marshal  
They coordinate activities and enforce standards for youth armored combat. Must apply for and pass an SCA background check. Must be warranted.
- Youth Rapier Marshal  
They coordinate activities and enforce standards for youth rapier combat. Must apply for and pass an SCA background check. Must be warranted.

#### 6.4.5. *Minister of Arts & Sciences*

The Minister of Arts & Sciences encourages the research, development, and teaching of historically accurate period art forms, technologies, and philosophies and supports the annual Madrone Arts, Sciences and Bardic event.

#### 6.4.6. *Chatelaine*

The Chatelaine is responsible for the introduction of new and prospective members, providing education on the conventions of the Society, the Kingdom of An Tir, and The Barony. They encourage active participation and period behaviors, coordinate with Gold Key and the Demo Coordinator, and represent the Society accurately and favorably. Must be available by phone, email, and social media.

#### 6.4.7. *Chronicler*

The Chronicler is responsible for baronial publications, including taking Curia minutes for seneschal review, and maintenance of *The Leaf*.

## 6.5. Additional Officers

Additional officer positions are optional and may be filled as needs require. As branch officers, these additional officers must also maintain paid membership.

These officer appointments should be publicized to the Barony via approved communication channels.

Additional officer positions include:

### 6.5.1. *Chief Scribe*

Coordinates the creation of scrolls and other scribal activities within the Barony, working with the Baronial Coronets, the Baronial Herald, and the Kingdom Scribe.

### 6.5.2. *Webster*

Maintains the branch website and coordinates and provides education on other IT assets of the branch. Must be available via email and social media.

### 6.5.3. *Social Media Officer*

Provides resources and education to the branch on SCA social media policy and process, and education and support to those members of the populace using social media. Must be available via phone, email, and social media.

### 6.5.4. *Minister of the Lists*

Organizes and coordinates the running of the Lists at events, in coordination with the marshals.

## 6.6. Deputies

These are deputies to required officers, and may be appointed at the discretion of the required officer, the seneschal, and the Baronial Coronets. Deputy Officer responsibilities revert to the corresponding superior in the event the lesser officer position is not filled.

### 6.6.1. *Deputies to the Seneschal*

- Family Activities Coordinator

Responsible for encouraging opportunities for entertainment and education of SCA participants under the age of majority. Must apply for and pass an SCA background check. Must be warranted.

#### 6.6.2. *Deputy to the Exchequer*

- Chamberlain  
Responsible for cataloging Baronial property, ensuring its proper storage and maintenance. Must be warranted.

#### 6.6.3. *Deputies to the Chatelaine*

- Gold Key  
Makes period clothing accessible to newcomers. Must be available by email and social media.
- Demo Coordinator  
Coordinates demo requests, organizes volunteers, and serves as liason to those requesting demos. Must be available by phone, email, and social media.

## **7. Champions of Madrone**

Madrone has a long history of honoring its Champions who are selected by competition at one or more events throughout the calendar year. To be a Champion of Madrone is both an honor and an obligation. Champions are charged to foster their disciplines throughout their year of service by the oath they take, and to act as ceremonial envoys of the Barony.

Regardless of when Champions are chosen, the competitive events are held once a year.

Current Champions selected by the Barony include:

- Martial/Armored Combat
- Arts and Sciences
- Rapier
- Bardic
- Archery
- Equestrian

### **Rights**



- A Champion may carry and display their individual Champions' banner and may wear and display their Champions' regalia at all events they attend.
- A Champion may stand behind the Baronial Coronets at Baronial Courts. When possible, Champions and their consorts sit in a place of honor at Baronial Banquet.

### 7.1. Responsibilities

- A Champion should attend Baronial Events to the best of their ability.
- A Champion must attend the next year's Championship competition and organize their part of the competition. This will include coordinating with the steward of that event over the months leading up to the competition and encouraging others to participate in the Championship competition.
- A Champion should teach or organize at least one class or workshop relevant to their Championship in the Barony at some point during their term.
- A Champion must be willing and able to swear an Oath of Service to the Barony. (They need not swear Fealty.) If there is potential for a conflict in service, loyalty, or fealty, candidates must discuss these issues with the Baronial Coronets before the competition. Furthermore, a champion should discuss any future conflicts with the Baronial Coronets as soon as possible.
- A Champion should bear in mind that they represent the honor of the Barony, especially when they wear their Champion's regalia, and comport themselves accordingly.

## 8. The Sergeantry

The Order of the Sergeantry of Madrone provides a means whereby virtuous and highly capable individuals can demonstrate prowess in their chosen discipline as well as competency in other noble aspects of medieval culture. See the Sergeantry Handbook for Madrone. The titles within the order include:

- Sergeant for armored combat
- Yeoman for archery
- Gallant for rapier combat
- Lancer for equestrian
- Courtier, for those who wish to display prowess in a non-martial capacity.

Candidates for sergeant-at-arms must petition the Baronial Coronets for the right to apply to the order, and must successfully complete the Sergeants' Trials to be considered a Sergeant of Madrone. Members comprise the Baronial Coronets' personal guard, and may be either in service or in fealty.

The Order of the Sergeantry selects a captain from within the order to organize activities, training, and trials of candidates.

If the Baronial Coronets and Sergeant so agree, a sergeant may become a Sergeant Emeritus upon voluntary retirement from The Order, or upon elevation to a Peerage.

## **9. Awards and Recognition**

It is the privilege and duty of the Baronial Coronets to recognize those individuals who bring distinction to the Barony through their services and skills. The awards of the Barony are given based on recommendations from the populace. Anyone is welcome to make recommendations.

### **9.1. Baronial Awards**

#### *9.1.1. Red Branch*

The Red Branch is Madrone's highest award given in recognition of long and exemplary service to the Barony. Members of this order are recognized as vital to the continuing health of the Barony; through their efforts they have made a positive impact on the group as a whole. The token of this award is the badge of the Baron of Madrone (a Madrone tree on a black field), which is often worn as a medallion.

The Red Branch is given at the hand of the Baronial Coronets on the advice of current members of the Order. The Order shall try to meet with the Baronial Coronets for consultation at least annually.

#### *9.1.2. The Mantle of Madrone*

Given as a second-level service award to those who have served the Barony of Madrone well and faithfully, beyond expectations and with noteworthy results, and who have displayed a consistent respect for the traditions and policies of the branch. The token of this award is a gifted mantle which may vary in style according to the recipient or the givers, in colors and/or heraldry reflective of Madrone.

#### *9.1.3. Green Leaf*

The Green Leaf is the first-level service award in Madrone and recognizes service to the Barony and/or its subgroups. The Baronial Coronets recognize recipients of the Green Leaf as important contributors to the activities and enjoyment in the Barony.

The token of this award is an enameled metal Green Leaf, usually worn as a medallion.

#### *9.1.4. Tsveti Madrone*

The Tsveti Madrone, or White Flower of Madrone, is the Arts and Sciences award of Madrone. It recognizes skill in a particular discipline, and can be received multiple times. The token of the award is a triangular medallion with three blossoms, from which colored beads are hung to denote the area recognized. Bead colors are assigned as follows:

- gold for culinary
- pink for costuming
- red for paper arts and calligraphy
- blue for crafts
- green for sciences
- purple for performance
- aqua for study of performance arts
- yellow for textile arts
- white for research and education
- clear for persona development
- pearl for hospitality
- black for equestrian arts
- jasper for pageantry
- pewter for metalwork

#### *9.1.5. Gwraidd*

Given for superior skill in a martial discipline, and important contributions to the martial arts within the Barony. This award is given for superior prowess, service, leadership, teaching, and marshalling, and for outstanding efforts in promoting the various martial activities. The token of this award is a braided red, white, and green leather garter with a silver buckle displaying the Madrone Tree.

#### *9.1.6. Estoile of Madrone*

Given for prowess in the combat arts, including armored combat, rapier fighting, cut and thrust, and missile combat, for prowess in the lists and on the war field. The token of this award will be created in the future.

### 9.1.7. *Poisson d'Or*

Given to those who inspire and enable a high standard of authenticity in dress, behavior, persona, and goods, in the feast hall, in encampments, and on the field. The token of this award is a golden fish draped in the style of the Toison d'Or (order of the Golden Fleece).

### 9.1.8. *Sapling*

The Sapling of Madrone is given to the youth of the Barony for their contributions.

## 9.2. Awards in the Subgroups

### 9.2.1. *Porte Chalice*

The Porte Chalice is given once a year to a gentle of the Canton of Porte de L'Eau who has best exemplified the Canton's ideals of service and hospitality. The members of the Canton make their recommendations known to the Baronial Coronets who shall determine the recipient. The Baronial Coronets present it on behalf of the people of the Canton. The token of this award is a dated chalice.

### 9.2.2. *Light of St. Bunstable*

The Light of St. Bunstable is given once a year to a gentle of the College of St. Bunstable (when active) whose service to the College in the past year stands above all others. The members of the College make their recommendations known to a neutral party, who consult with the Baronial Coronets to determine the consensus of the group. The Baronial Coronets present the award on behalf of the people of the College. The token of this award is a pin depicting St. Bunstable.

## **10. Baronial Property**

Baronial Property consists of all items owned by the Barony for the benefit of the Barony and its members. Baronial Property is administered by the Chamberlain as laid out in the Baronial Financial Policy.

- Baronial property and files must be accounted for at any change of office, as the property is transferred to a successor or to the seneschal to hold.
- Reports of damage to, or loss of, Baronial property should be made to the Chamberlain. Normal wear and tear need not be reported until an item approaches the end of its usable life.

- Individuals within the Barony may request the use of baronial property for SCA events, provided they demonstrate and accept responsibility for the property they desire to use. Such requests should be made through the Chamberlain.

#### 10.1. Baronial Regalia

The Baronial Coronets are responsible for Baronial Regalia. Baronial Regalia is any paraphernalia used by the Baronial Coronets in their ceremonial function as heads of the Barony. Regalia includes the coronets, chairs, cloaks, and other items, and must be inventoried along with the other baronial property per Financial Policy.

Some Champions and Officers may receive Regalia, symbolic of their position, as they assume their duties, and Champions and Officers may assume responsibility for such Regalia and its return at the end of their tenure. Paid membership is required for a champion to accept personal custody of regalia.

#### 10.2. Baronial Property

Madrone uses a commercial storage unit to secure baronial property. The access code to that unit should be known only by members of the Financial Committee, Chamberlain, or a person they designate because of ease of access to the storage area. The access code can be made available when necessary to event stewards, and should be updated annually.

Baronial property must be inventoried and tracked per the Financial Policy.

## **11. Events**

The Barony of Madrone must hold a minimum of one event throughout the year, and a maximum of three no-conflict events per year, per An Tir Kingdom Law.

#### 11.1. Representative events

The Barony endeavors to hold multiple events to appeal to a broad segment of the baronial populace. Events may include:

- Madrone Arts, Sciences and Bardic: our annual Arts, Sciences and Bardic event held in Winter.
- Madrone Lionhearts: our annual rapier and heavy championship tourney and demo, held in Summer. (Formerly this title was applied to an annual camping event and tournament.)
- Athenaeum, a noncompetitive A&S body-of-work display event. No-conflict event.

- Peasants' Revel: an informal day in the park, hosted by the Madrone Culinary Guild, held in Summer.
- Emprise of the Black Lion: an equestrian event hosted by the Madrone Equestrian Guild, held in the Fall. No-conflict event.
- Baronial Banquet: a formal banquet and court event usually cooked by the Madrone Culinary Guild, currently held every 18 months

## 11.2. Regional Events

The Barony may work in conjunction with neighboring branches on joint events. The Barony also periodically bids for and administers Kingdom events.

## 11.3. Event Management in Madrone

The potential Event Steward prepares a bid for a specific event and, if accepted, becomes a temporary deputy of the Seneschal, responsible for the administration and management of that event. As such, they fall under similar rules to other baronial officers, and must be paid members of the SCA.

### *11.3.1. The Event Management Process*

Applicants or bids for an event shall be submitted to two successive Curias per the Major Decision Process. If the event requires spending of baronial funds an Event Budget/Actual Proposal Worksheet must be submitted in writing. This form can be found on the baronial website: [baronyofmadrone.net/business-and-administration/forms-and-waivers/](http://baronyofmadrone.net/business-and-administration/forms-and-waivers/)

- The initial proposal should include a description of activities, description of site, key event staff, and an estimated event budget
- The follow-up proposal, incorporating feedback from the first presentation, must be submitted again at the following Baronial Curia for discussion and approval by the financial committee and populace.

### *11.3.2. Event Steward Responsibilities*

- The event steward shall provide any contracts related to the event to the Seneschal for review and signature. As the legal representative of the Barony, the Seneschal is the only person with authority to sign legal documents.
- Event Stewards are required to attend Baronial Curia monthly and report on the status of their event. If they are unable to attend, it is their responsibility to make sure a report on the event is presented at the meeting.

- First-time stewards should serve under the active mentorship of an experienced supervising event steward. An event steward checklist is available on the Madrone website.
- The event steward shall make all reasonable attempts to keep their event within the proposed budget, and to include those activities which were proposed in their event bid. Significant changes to the event budget (see Financial Policy) must be approved by Curia, or in urgent need by the Financial Committee.
- The event steward is responsible for producing close-out documentation on the event per our Financial Policy, including timely payment of NMS fees to the Kingdom Exchequer.
- The event steward shall present a closeout report at the Baronial Curia immediately following the event

## **Appendix 1: Glossary**

**An Tir:** The Kingdom of An Tir is a branch of the SCA which includes the US States of Oregon, Washington, Northern Idaho, most of the Canadian Province of British Columbia, as well as the Yukon and Northwest Territories.

**Baronial Coronets:** Baron(s) and/or Baroness(es), the ceremonial leaders of a Barony.

**Barony:** A Barony is a medium sized branch within the SCA. A Barony must have a Baronial Coronet, as well as fit within specific guidelines defined in the SCA's Corpora and By-Laws for the size and activity levels of the organization. In this document the term shall be assumed to refer to the Barony of Madrone, defined in section 2 above.

**Corpora:** The document defining those policies governing historical re-creation within the SCA, and those policies applicable to the entire Society

**The Crier:** An Tir's newsletter.

**The Crown:** A pair of ceremonial leaders, King(s) and/or Queen(s), who preside over a Kingdom. In this document the term shall be assumed to refer to The Crown of An Tir.

**Curia (aka Business Meeting):** The regularly scheduled meeting of the Baronial Coronets, Officers, Members and Populace to conduct the official business of the Barony.

**Event Steward:** The coordinator of an event, responsible for planning, proposing, budgeting, staffing, organizing, reporting, executing, and final closing report of a Barony event. Must be a paid member of the SCA from their acceptance by Curia to closing report.

**Kingdom:** A large branch of the SCA, generally comprising multiple states, or countries. All other branches are sub-groups of a Kingdom. In this document the term shall be assumed to refer to the Kingdom of An Tir.

**The Lists:** refers to the lists (paper listings of combatants) used to run a tournament. Other uses of this term include the field on which a tournament or combat activity is taking place. It is also used to refer to the tournament itself as well. ie "join the lists", "fight in the lists", etc.)

**Member:** An active participant with the Barony, regardless of SCA Membership status.

**Paid Member:** A person with a paid and registered membership in the SCA, Inc.

**Polling:** The process of surveying the populace, either via in-person meeting, mail poll, or online survey, on the support for existing or new baronial candidates.

**Populace:** The active participants of the Barony, regardless of SCA Membership status.

**SCA (also Society):** The Society for Creative Anachronism, Inc (SCA) is an international non-profit volunteer educational organization devoted to the research and re-creation of pre-seventeenth century skills, arts, combat, culture, and employing knowledge of history to enrich the lives of participants through events, demonstrations, and other educational presentations and activities.



**Warranted:** The process of documenting a branch officer, including contact details and term of office. A warrant is prepared and tracked by the branch seneschal, and signed by all officers present at the time of warranting, then submitted to the superior regional or kingdom officer.

## APPENDIX 2: Madrone Zip Codes

Zip Code	City	Zip Code	City	Zip Code	City	Zip Code	City
98004	Bellevue	98005	Bellevue	98006	Bellevue	98007	Bellevue
98008	Bellevue	98009*	Bellevue	98011	Bothell	98013	Burton
98014	Carnation	98015	Bellevue	98019	Duvall	98024	Fall City
98027	Issaquah			98029	Issaquah	98033	Kirkland
98034	Kirkland	98036	Medina	98040	Mercer Island		
98045	North Bend	98050	Preston	98052	Redmond	98053	Redmond
98065	Snoqualmie	98068	Snoqualmie Pass	98070	Vashon	98072	Woodinville
98073	Redmond	98074	Sammamish	98075	Sammamish	98077	Woodinville
98083	Kirkland	98101	Seattle	98102	Seattle	98103	Seattle
98104	Seattle	98105	Seattle	98106	Seattle	98107	Seattle
98108	Seattle	98109	Seattle	98111	Seattle	98112	Seattle
98113	Seattle	98114	Seattle	98115	Seattle	98116	Seattle
98117	Seattle	98118	Seattle	98119	Seattle	98121	Seattle
98122	Seattle	98124	Seattle	98125	Seattle	98126	Seattle
98127	Seattle	98129	Seattle	98131	Seattle	98132	Seattle
98133	Seattle	98134	Seattle	98136	Seattle	98138	Tukwila
98139	Seattle	98141	Seattle	98144	Seattle	98145	Seattle
98146	Burien	98151	Seattle	98154	Seattle	98155	Seattle
98160	Seattle	98161	Seattle	98164	Seattle	98165	Seattle
98170	Seattle	98171	Seattle	98174	Seattle	98175	Seattle
98177	Seattle	98178	Tukwila	98181	Seattle	98184	Seattle
98185	Seattle	98190	Seattle	98191	Seattle	98194	Seattle
98199	Seattle	98224	Baring	98288	Skykomish		

\* This zip code was listed by Kingdom during last polling as belonging to Aquaterra, however, it's right in the middle of Bellevue. We have contacted Kingdom, asking how we can request a review and reclassification.