

Timeline Festival Committee Minutes.

Saturday May 18th 2013.

The meeting convened at 2.45 p.m.

Present: Committee members Keith Day, Chase Day, Mark Haviland; also Sandy Semple as non-committee liaison.

Apologies received from Freda Ackroyd and Adrien Rousset.

- The minutes of the previous meeting were read, **endorsed by Chase Day and seconded by Keith Day.**
- The action points from the previous meeting were discussed
- The only item of correspondence was Mark Haviland's letter to Tony Jordan of the Military History Group, expressing appreciation of Tony's offer to supply military vehicles for the event. Tony rang Mark, and was given a quick summary of what Timeline is all about.
- Keith provided an update on the meeting with Kryal which Keith said had been very positive. The points discussed included:
 - To allow photographs of re-enactors to be used to promote future Timeline events, a talent waiver is to be included in invitations to re-enactment groups as part of the registration process.
 - On sponsorship, Keith Day has spoken to Kryal Castle management about the possibility of obtaining sponsorship, for example, for fuel vouchers to help groups travel to the event, and this has been agreed in principle, provided there is no clash with Kryal's existing sponsors.
 - Timeline Festival Inc. will provide a website for the event, the website is currently up and running with a placeholder. Keith will build a new website as we start to get more information to communicate. There will be no charge for the website or hosting.
 - Kryal Castle management were happy with the proposed dates for the event, namely November 23rd and 24th. There is still work to be done on council permits, and parking issues have to be finalised. We can at present only offer Kryal a broad outline of the timetable for the event. The final timetable cannot be drawn up until we know which groups will be attending.

- Considering that the event is to be held in late November, the fire season may impact. It is possible that there may be bans on open fires and the use of black powder weapons. Further discussion with the Council on this matter is necessary. Contingency plans will need to be put in place for this eventuality, and also if on-site camping is not permitted. Keith and Chase have offered their property as an alternative campsite, as it is only ten minutes away from Kryal.
 - Kryal management were made aware of the tender model for the disbursement of funds, whereby each group that comes to the event indicates its likely funding needs and were fully supportive.
 - Kryal has also given in principle approval to the latest version of the contract, Keith has a couple of small points to tidy up before re-presenting the document.
 - The fees for merchants' stalls, and the location of same, will be further discussed with Kryal by Keith Day.
- As part of the discussion regarding the Kryal meeting, it was raised that Chase should contact Justin at Kryal to discuss issues relating to horse participation, safety and welfare.
 - Also as part of this discussion, Sandy proposed using actors, through his own contacts, as "extras" for Napoleonic battles, Viking set piece actions, etc.
 - Chase presented a simplified Griffin to be used for literature, banners, merchandise, etc. It was suggested it could even be used for a colouring competition. **Keith proposed the design be accepted, and Mark seconded the motion.**
 - Sandy presented a brief history of the Griffin as an emblem, and showed that since it is so widespread, there is no copyright issue attached to its use by Timeline.
 - Freda, in absentia, sought clarification on why people had to be members of Timeline before they could be on the committee. It was explained that the committee represents the members, therefore there have to be members before there can be a committee. The present committee began with a blank sheet at the last AGM, which was a necessity for the purposes of the legal entity. Keith suggested that Freda can raise this again at the next committee meeting if further clarification is required.
 - Keith initiated a discussion regarding the need for an AGM to be held within sixty days of the end of the financial year. **Keith proposed July 6th** (at 2 p.m.) as a date, which will be the next meeting of the committee. The venue is yet to be confirmed. **Seconded Mark.**
 - A Special General Meeting (SGM) will be held at the same time to discuss membership fees and company fees as well as a contingency for life memberships and group memberships to be put in place.

- Under Any Other Business, Keith proposed that a committee minute recorded back in April where it was endorsed by a majority of the committee that all future committee meetings should be made available and open for any re-enactor to attend as long as it was limited to a maximum of two members per group be communicated to the re-enactment community. It was acknowledged that some members of the re-enactment community were feeling uninvolved and that the committee is a secret society. **Proposed Keith, Seconded Chase.**
- Under matters arising, the committee has appointed Ariel Haviland as official photographer for the event in November.

Action Points from Meeting

Action	Who
Carry over from April meeting - Contact the organisers of the Blacktown Mediaeval Fayre to discuss their experience of the disbursement method	Freda
Keith to update and re-circulate the Kryal Contract	Keith
Keith to update venue layout, parking and list of events to Kryal	Keith
Chase to contact Justin re: horses	Chase
Keith to send out AGM/SGM notices to members and post to FB	Keith
Keith to post minute regarding future meetings being open to anyone	Keith

The meeting was declared closed at 4.15 p.m.

Next meeting to take place on July 6th at 2pm at a venue to be decided.