



## **Timeline Festival Committee Minutes.**

**Saturday October 8<sup>th</sup> 2016**

The meeting convened at 2.00 pm

**Present** were Keith Day, Chase Day, , Mark Haviland, Mark Pountney, Rob Powell, Chris Tosh, Jarrah

**Apologies** were received from Mikhael Heeschen, Carlyle Coulson, Sandy Sempel and Sharon Sempel.

### **Previous Minutes**

The minutes of the last meeting were read. Chris Tosh moved that the minutes be accepted as correct and Rob Powell seconded.

### **Action Points from Previous Meeting outstanding**

- A UHF headset has been purchased and will be passed on to Carlyle
- The wristbands have arrived
- Sponsorship has been finalised for a number of the main activity prizes.

### **Correspondence**

- Chris has been in touch with The Medieval Market Facebook Page. It was agreed that there is no value to promoting our event after it has happened.
- Keith: The Wendouree Archery Club has confirmed its attendance. Phil, the club president, is also president of the Creswick Town Criers who have asked to attend. They will be good for attracting attention to the encampments.

### **Financial / Account Status**

The committee's financial status has increased as merchant payments have been received. There have been a number of out-goings this month to complete the skill at arms equipment and to purchase sundry items for this year's event.

### **New Member Applications**

No new membership applications were received.

### **General business / October event.**

- The Company of the Tavern have withdrawn from this year's event due to work

## commitments

- The Swordcraft encampment will be on the 1<sup>st</sup> fairway.
- The Black Griffins will be located with the Birds of Prey.
- Armstreet will be located next to the AMC arena.
- The 8<sup>th</sup> fairway is reserved for non-period camping and parking.
- The committee approved the schedule and the encampment arrangements, and the groups attending.
- Mark P. will talk to Shenandoah about their possible attendance.
- Rob: The signage is being completed. We may need to buy a long pole. Keith: Can't we nail the sign to a tree? The possible use of saplings was discussed. There was general agreement on this subject.
- There were new registrations for the skill-at-arms. There will be two teams and two periods (Medieval and World War One).
- Chris: Six LARPs have registered. A list of attendees is to be submitted. All must have ID.
- 120 participants have registered so far. There will be problems if 300 come, and only half have registered. Chase asked about cross-referencing, and Keith said that we can chase these people.
- It was suggested that the registration desk be equipped with an iPad with access to the registration database. People can register online in real time (even though we have advertised a cut-off date). Mark P. was keen for people not registered to be denied entry, but it was noted that rejecting too many would affect the event adversely. Chris was happy with online registering.
- Chase: It would be good to have a paper backup in case connectivity goes down.
- Keith: There has to be a big push on registration. We need to get the numbers not registered down to something manageable.
- Chase: We can go to the ARA to get people's membership numbers.
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- Sponsorship for the AMC arena is through Armstreet. Ye Olde Bowyer is sponsoring the archery event. Robert Geddes of Lost Trades will teach bowmaking. He conducts workshops two or three times a year.
- Bonnie Bears and Dogs will sponsor the fashion parade.

- Some activities are still in need of sponsors, notably the skill-at-arms, the encampments and the heralds' arena awards.
- Chase: There is a prize already for the skill-at-arms, but prizes for the other two might have to come out of Timeline funds.
- Keith: This is something to be reviewed at the next meeting. The committee was in agreement on this.
- Carlyle has organised the PA. There need to be separate channels for the main arena and the trebuchet arena. Mark H to request that Carlyle reconfigure the system accordingly. The PA system for the skill-at-arms will run off a generator.
- Chase noted that there are two PA systems and sometimes four events occurring simultaneously. But some of them do not require PA.
- Mark P: Black powder needs to be stored in wooden containers, not metal.
- Heralds will be split between the main arena and the equine arena. One herald must be released for the trebuchet event. The heralds have asked for background information from the groups, but have only received one reply so far. Keith will forward a sheet for the heralds to chase.
- The schedule is to be sent to Rob in A3 format.
- Committee roles were discussed.
- The lunch schedule for the groups is to be finalised.
- Chase: Alcohol consumption during the event is a no-no.
- Mark P: There will be zero tolerance for intoxication in the arena.

### **Meeting Closed**

The meeting closed at 3.45 p.m.

### **Next Meeting**

The next meeting is set for Saturday October 22<sup>nd</sup>, at Chase and Keith's house at 2.00 p.m.

The next Bannockburn meeting is set for Sunday September 23<sup>rd</sup> at 9am.

### **Action Points**

None outstanding