

## MINOR CARTE

### I. GUIDELINES AND LAWS

- A. These guideline govern the Barony of Wastekeep.
- B. The Order of Precedence of Law shall be: the Laws of the United States of America, the Laws of the State of Washington, City or County Ordinances as they apply, the Corpora of the Society for Creative Anachronism (SCA), Inc., the Laws of the Kingdom of An Tir, the Minor Carte.
- C. The Minor Carte shall be amended by a Major Vote. Amendments will not affect anything enacted before their passage. It should be reviewed annually by the Seneschal, the Baron and Baroness, and by any others of their choosing to see if it needs to be updated. Their recommendations will be presented at the next Baronial Council meeting, and a vote will be taken at the subsequent Baronial Council meeting. Copies of the Minor Carte will be made available to all Voting Members of the Barony.
- D. Any part of this Minor Carte will be immediately and automatically void if found to be in conflict with the Laws of the Kingdom of An Tir, the Corpora of the SCA, Inc., or any local, state, or federal laws.
- E. *The Wastekeep Word* will be the official newsletter of the Barony of Wastekeep.

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### II. BARONIAL OFFICERS

- A. Major Officers shall be defined as: the Seneschal, Herald, Master of Stables, Minister of Arts and/or Sciences, Reeve, Chronicler, and Constable. Minor Officers are designated as Deputies to a Major Officer and in some cases a Minor Officer. Minor Officers may include but are not limited to: Chirurgeon, Chatelaine (may also be called Chamberlain), Dean of Fence, Gold Key, Minister of the Lists, Librarian, and Chief Waterbearer. Other deputies include Officer Assistants, who assist the Officer with fulfilling their job duties, and Autocrats, who coordinate Baronial Events. Duties and privileges are as follows:
  - 1. All Officers of the Barony of Wastekeep must be members of the SCA, Inc. This requirement also applies to the Baron and Baroness. This may be an associate or family membership, as long as they have immediate access to the Kingdom newsletter (must receive a subscription at their place of residence). A membership lapse of three months will be considered cause for petitioning the Crown to remove that person from office.
  - 2. All Officers of the Barony of Wastekeep must have immediate access to *The Wastekeep Word* (must receive a subscription at their place of residence).
  - 3. Officers must attend Baronial Council meetings or contact the Seneschal with a verbal or written report prior to the meeting. Failure to attend or report for four consecutive months may be considered cause to petition the Crown for removal of that Officer. (See III.E). Officers with event business [i.e., Constable,

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Lists, Herald, etc.] must attend Baronial Events or arrange for a responsible party to perform their duties at that event. An officer who must arrange for a “Stand-in” must contact the Autocrat and Seneschal prior to the event with that information

4. Maximum of two Major Offices may be held by an individual.
  5. No matter how many Major Offices a person holds, they will be considered one Major Officer and will hold only one vote.
- B. The Seneschal is empowered to make decisions on such issues as are listed below, unless a citizen requests that a vote be taken. (See Section V for voting regulations.)
1. Jurisdiction of Officers at specific events.
  2. Authorization of expenditures up to \$50.00 from the Baronial Funds. Such authorization shall be cumulative with the total not to exceed \$50.00 between meetings. (See V.K)
- C. The Chronicler will publish *The Wastekeep Word* on a monthly basis, and such that the following requirements are met:
1. *The Wastekeep Word* must include any information given regarding Crown and Baronial events, meetings, or results of meetings in the newsletter. But the Chronicler may edit at his or her discretion.
  2. *The Wastekeep Word* must publish changes in Officers

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or Policy, vacancies of an office, Service Awards given, Orders established, or Votes carried.

3. *The Wastekeep Word* must publish minutes of the Baronial Council meeting as required in V.D.
- D. The Constable has the right (if necessary) to forcibly evict anyone at a Wastekeep event or business meeting for the following:
1. Knowingly acting against the Laws defined in Section I, paragraph B.
  2. Disregarding warnings of the Constable, or responsible officer for the activity area, including the autocrat, regarding dangerous behavior.
  3. Attempting or threatening to cause bodily harm to anyone present.
- E. Additional Officer’s duties are included in the sections that follow.

## III. CHANGES IN OFFICERS

- A. A resigning Officer may recommend a replacement to the Seneschal.
- B. Any Officer may appoint or remove his or her own Assistant, but he or she must inform the Seneschal.
- C. Vacant Major or Minor Offices shall be published in *The Wastekeep Word*.

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- D. The Seneschal shall notify the Kingdom Superior of the appointment of a new Officer after consulting members of the Baronial Council, the Baron and Baroness, and the resigning Officer.
- E. The Seneschal, in agreement with the Baron and Baroness and members of the Baronial Council, may petition the Crown and the Officer's Superior for the Officer's removal if:
  - 1. The Officer's SCA membership lapses for greater than three months (See II.A.1.).
  - 2. The Officer has failed to make either a verbal or written report for four consecutive regularly scheduled Baronial Council meetings (See II.A.3.).
  - 3. If the Officer is in violation of SCA law, including the list of Standards of Behavior, and the Officer fails to carry out an agreed upon plan of corrective action, then the Officer may be subject to a Major Vote for dismissal. However, the following sequence must be followed before such a vote:
    - a. The Seneschal shall write a letter identifying the non-compliances and a suggested plan of corrective action. This letter must be co-signed by the Baron and Baroness.
    - b. The Officer shall within a one month period either 1) inform the Seneschal he or she agrees to the plan of action, or 2) meet with the Seneschal, Baron, and Baroness at which all parties will agree upon an alternative corrective action and

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schedule. The agreement shall be documented and signed.

- c. If the Officer fails to carry out the agreed upon plan, then the Seneschal, with the Baron's and Baroness' concurrence, should initiate a Major Vote (See V.H).

## IV. CHANGES IN BARON AND/OR BARONESS

- A. When the Baron and/or Baroness choose to resign or their 6 year term has expired, the process for choosing their successor will be as follows:
  - 1. The resigning Baron and Baroness will solicit written recommendations for their successors from the members of the Barony.
  - 2. After reviewing the recommendations, the resigning Baron and Baroness will consult with their Majesties, to determine the most highly recommended couple or individual.
  - 3. The resigning Baron and Baroness may discuss the possibilities with the prospective candidates, especially to ensure their willingness and ability to assume the duties of Baron or Baroness.
  - 4. As Per Kingdom Law a polling shall take place.
    - a. The Crown or a representative chosen by the Crown shall be responsible for the polling of the populace.

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- b. The Kingdom Seneschal or a representative thereof shall be present also.
  - c. Both of the persons conducting the polling shall be from outside the barony.
  - d. Before the polling is conducted nominees shall present themselves before the Crown and populace for the purpose of discussing their intentions should they be chosen as Baron and/or Baroness.
  - e. A baronial officer should serve as fair witness to the distribution and collection of polling forms. A standardized polling form shall be used (See Appendix A).
  - f. Polling forms will be distributed only to all members, including all Officers, Sergeants, Yeoman, Gallants, Artisans and Stewards. Other input may be submitted in writing via email, postal mail or in person.
5. The results of the polling shall be delivered directly to the Crown for their consideration. The final decision and appointment of the new Baron and/or Baroness rests solely with the Crown.
- B. Every three years or if the populace believes that they have just cause for the removal of the Baron and Baroness, an opinion poll shall be taken. The opinion poll shall be conducted as a Major Vote for the continuing support of the Baron and Baroness. The Baronial Seneschal will report this in a special report to the Kingdom Seneschal and Crown. If the polling indicates a need for the dismissal

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of the Baron and Baroness, the Baronial Seneschal will then petition the Crown for consideration of such action.

## V. BARONIAL COUNCIL MEETINGS

- A. Baronial Council meetings are open to all interested persons.
- B. The date, time, and location of Baronial Council meetings must be published in advance in *The Wastekeep Word*. If a last minute change occurs, a sincere effort must be made to notify all of the populace.
- C. At least four of the following must be present for any votes to be taken: the Baron, Baroness, and Major Officers.
- D. The Chronicler, or a designee, shall take minutes of all Baronial Council meetings, including a record of votes taken, money appropriated, and names of those attending. The minutes shall be published in *The Wastekeep Word* the month following the meeting.
- E. Voting members shall be defined as follows:
  - 1. They must reside within the territorial boundaries of Wastekeep or be an honorary citizen, or be an active extra-territorial citizen.
  - 2. They must be at least fifteen years of age.

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3. They must have attended at least two activities, one in costume, in the last year. Activities include SCA events, workshops, demos, and Baronial Council meetings.
  4. They must hold some form of membership in the SCA, Inc.
- F. Baronial Council decisions can be made by Consensus, a Simple Vote, or a Major Vote.
- G. A Simple Vote will be carried by a simple majority of Voting Members present.
- H. A Major Vote requires a two-thirds majority of Voting Members present to pass. A Major Vote must be announced at the prior Baronial Council meeting and published in *The Wastekeep Word* at least one week prior to the meeting in which it is cast. The announcement, the publishing of this notice, and presiding at the meeting will be the duty of the Seneschal, unless there is a conflict of interest involving the Seneschal. If the Seneschal is not available, the Baron or Baroness may either lead or delegate this duty to another.

The following actions require a Major Vote:

1. An opinion polling for the continuing support of the Baron and Baroness, See Section IV.B
2. Selection of a new Major Officer.
3. Decision to petition for the removal of a Major Officer or the Baron and Baroness (See III.E. and IV.B.)

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4. Amendments to the Minor Carte.
  5. Approval of Guidelines for a Canton or Institutional Group sponsored by the Barony. (See VIII.D and IX.E.)
  6. Special Dispensations waiving the age requirement for voting at Baronial Council meetings. Those granted Special Dispensations will thereafter be considered Voting Members of the Barony. These Dispensations will be granted after considering continued service and participation by those who have not yet reached fifteen years of age.
  7. A revote of a previous vote.
- I. Any vote can be called to a revote by a member of the barony. The revote shall be conducted as a Major Vote. This revote shall be considered binding.
- J. Any decision of the Seneschal may also be called to a vote at the next Baronial Council meeting.
- K. Expenditures from the Baronial Treasury shall be approved at the Baronial Council meetings. The Seneschal is authorized to approve expenditures totaling no more than \$50.00 between meetings (See II.B.2). If an expenditure, or group of expenditures, greater than \$50.00, but less than \$300.00 must be made before the next Baronial Council meeting, the Seneschal must get the approval of a simple majority of the Major Officers, Baron, and Baroness. Anything exceeding \$300.00 must be cleared via Council Vote.

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- L. Any Officer or Citizen of the Barony may seek pre-funding or reimbursement for funds spent for Baronial business by bringing the matter to a Baronial Council meeting. Receipts for reimbursement should be presented, when possible. Receipts must be presented for any purchases exceeding \$25. Cash Advances should be reconciled, including receipts, and the unspent balance returned with reconciliation report to the Reeve.
- M. Baronial Council meetings will be chaired by the Seneschal or his or her designee. Or in their absences, it will be chaired by the Baron or Baroness.

## VI. BARONIAL EVENTS

- A. Commitments to sponsor or participate in Baronial events, public demonstrations, or wars shall be approved in advance at a Baronial Council meeting.
- B. For a Baronial event to be a sanctioned SCA, Inc. event, it must be approved by the Seneschal, published as required by An Tir Law. The Seneschal must ensure the event is registered with the Kingdom Calendar Officer and Kingdom Chronicler.
- C. An Autocrat should be appointed as coordinator and contact point for the event. The Autocrat is considered a deputy of the Seneschal and must be a registered member of the SCA, Inc. If there is no Autocrat in place three months prior to the scheduled date of the event, the event will be cancelled for that year.

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- 1. Preparing for publication event copy and providing a copy to the Baronial Seneschal for approval before submitting it to the Kingdom and Baronial newsletters.
  - 2. Present a verbal or written report to the two Baronial Council meetings prior to the event. This report should keep the Baronial Council informed of the progress of the event. The report shall include a budget plan.
  - 3. Reporting on the event within one month following the event. This report must include reporting all event income and expenses on an Autocrat's Expense Form. (See also VI.E.) The Seneschal or Exchequer shall provide all necessary forms to the Autocrats.
  - 4. Reporting all serious incidents (e.g., known infractions of laws identified in Section I) to the Seneschal, or in his or her absence, the Baron or Baroness immediately.
- D. All those attending the event must conform to current Kingdom waiver requirements.
  - E. When monies of any kind are collected at an event, the amount shall be reported to the Autocrat, but the monies will be given to the Reeve, or in Reeve's absence, to the Constable.
  - F. Site fees to Barony of Wastekeep sponsored events shall be waived for the following: Baron and Baroness of Wastekeep, King and Queen of An Tir, Crown Prince and Princess of An Tir, the Autocrat, the Feastocrat, and others

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at the Autocrat's discretion with the approval of the Seneschal..

Suggestion: Site fees for children under twelve years of age be set at one half the adult price.

### VII. BARONIAL AWARDS AND ORDERS

A. The Baron and Baroness hold the exclusive right to confer the following Baronial Awards and Orders. Members of the populace are encouraged to give their recommendations for these Awards and Orders to the Baron and Baroness.

1. The Blasted Tree Award shall be given for willing and valuable service to the Barony of Wastekeep.
2. The Order of the Golden Garter shall be awarded to Citizens of Wastekeep who most closely approach the ideal courtly Lady or Gentleman. This ideal is best exemplified by chivalry, courtesy, and honor. The Order may be awarded for either a specific instance or for ongoing behavior.

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3. The Order of the Silver Keep shall be awarded to Citizens of Wastekeep for continued exceptional service to the Barony of Wastekeep.
4. The Order of the Silver Muse shall be awarded to Citizens of Wastekeep for continued exceptional performance in the Arts and Sciences.
5. The Baronial Favor shall be given to individuals who have provided personal service to the Baron or Baroness.

For the orders, (Golden Garter, Silver Keep and Silver Muse). The oldest currently active member of the order shall be considered the "Premier" of the order. The Premier is responsible for coordinating and meeting with other members of the order to provide recommendations to the order for the Baron and Baroness.

B. The following orders have been created within the Barony of Wastekeep. The Order of the Sergeantry and the Order of Courtier

The Order of the Sergeantry is divided into three categories:

1. Sergeants-at-Arms are tested in the Knightly arts and fighting skills focused on heavy weapons combat. The regalia is a belt with a stylized buckle.
2. Yeomen are tested in Knightly arts and fighting skills focused on missile weapons. The regalia is a stylized archery brace.

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3. Gallants are tested in Knightly arts and fighting skills focused on rapier combat. The regalia is a stylized shoulder scarf.

The Order of Courtier is divided into two categories:

1. Artisans are tested in the Courtly arts with a focus on excellence in Arts & Sciences. The regalia is a stylized medallion.
2. Stewards are tested in the Courtly arts with a focus on excellence in service. The regalia is a stylized medallion.

The positions of Sergeant-at-Arms, Yeoman, Gallant, Artisan and Steward of Wastekeep may be attained by passing a series of tests designed to demonstrate proficiency in a variety of skills and subject matters. These tests will be administered at a Wastekeep event and advertised in advance for that event. Those individuals who successfully complete the requirements will swear fealty to the Baroness and the Barony of Wastekeep and will have the right to wear the regalia of their achievement. Candidates need not be residents of Wastekeep to apply.

- C. The Baron or Baroness may grant unto any artisan a baronial commission carrying with it the right to include in their correspondence and on their signs/banners the phrases: "By Baronial Appointment " and the "type of artisan to (or of) the Baron (or Baroness, or the Barony) of Wastekeep. Upon the commencement of each new reign, any artisan holding a baronial commission shall offer it up to the new

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Baron and Baroness to determine whether or not the artisan shall continue to hold the baronial commission.

- D. A Heavy Weapons Champion's Tournament will be held annually, the victor to be proclaimed Champion of Wastekeep. The Champion will take an Oath to defend Wastekeep and the Honor of her un-championed ladies. During the year of service, the Champion will have the right to wear the Champion's Baldric and carry the Champion's Shield of Wastekeep. At the end of his or her year of service, the Champion will be given a favor bearing the Blasted Tree.
- E. A Rapier Champion's Tournament will be held annually, the victor to be proclaimed Captain of the Blasted Musketeers. The Champion will take an Oath to take up arms in defense of the Barony's lands and people, its honor and banner. During the year of service, the Champion will have the right to wear the Captains Tabard and carry the Champion's rapier of Wastekeep. If applicable, at the end of his or her year of service, the Champion will be made a member of the Wastekeep Blasted Musketeers, and will be given the right to attach a golden chevron to their Blasted Musketeers tabard.
- F. A Arts and Sciences Champion's Tournament will be held annually, the victor to be proclaimed A&S Champion of Wastekeep. The Champion will take an Oath to represent the Barony in the areas of Arts and Sciences, to encourage the Arts and Sciences within the Barony, to provide assistance, and to teach if they are able. . During the year of service, the Champion will have the right to wear the A&S Champions Cloak. The Champion has the task of organizing the next A&S Champion's Tournament. At the

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end of his or her year of service, the Champion will be given a favor bearing the Blasted Tree.

### VIII. CANTON GUIDELINES

- A. The Canton shall provide the Baronial Officers with the following:
  - 1. The Baronial Seneschal shall be given a current copy of the Canton's Officers, including SCA and modern names, addresses, telephone listings, and e-mail addresses. The listing should be updated as necessary.
  - 2. The Baronial Chronicler shall be given the date for their general meetings for publication in *The Wastekeep Word*.
  - 3. The Baronial Chronicler shall be given a copy of their meeting minutes for publication in *The Wastekeep Word*.
  - 4. Each Baronial Officer shall be given a copy of their counterpart's reports in a timely enough manner for use in the Baronial Officer's report.
- B. All dates for Canton events shall be coordinated through the Baronial Council.
- C. At least one Canton officer should attend a Baronial Council meeting once per quarter. At least one Baronial Officer should attend the Canton's business meeting once per quarter.
- D. The Barony of Wastekeep's Minor Carte will be adopted as

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the guidelines of the Canton until such time as separate guidelines are passed by a Major Vote (See V.H.) of the Baronial Council.

### IX. INSTITUTIONAL SUBGROUP GUIDELINES

- A. Colleges, Forts, and Ports are based on an educational or military institution and are sponsored by the Barony. Institutional branch groups may have periods of inactivity due to fewer participants, such as during summer at a College.
- B. The institutional branch shall provide the Baronial Officers with the following:
  - 1. The Baronial Seneschal shall be given a current copy of the branch's officers, including SCA and modern names, addresses, telephone listings, and e-mail addresses. The listing should be updated as necessary.
  - 2. The Baronial Chronicler shall be given the date for their general meetings for publication in *The Wastekeep Word*.
  - 3. The Baronial Chronicler shall be given a copy of their meeting minutes for publication in *The Wastekeep Word*.
  - 4. Each Baronial Officer shall be given a copy of their counterpart's reports in a timely enough manner for use in the Baronial Officer's report.
- C. All dates for the institutional branch events shall be coordinated through the Baronial Council.

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- D. During active periods, at least one institutional branch officer should attend a Baronial Council meeting once per quarter and at least one Baronial Officer should attend the institutional branch's business meeting once per quarter.
- E. The Barony of Wastekeep's Minor Carte will be adopted as the guidelines for the institutional branch until such time as separate guidelines are passed by a Major Vote (See V.H) of the Baronial Council.

This document approved by Major Vote on .May 2004

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### GLOSSARY

#### Extra-territorial Citizens:

SCA members who live outside the territorial boundaries of the Barony, but who participate and support the barony in visible activities. Such support includes attending Council Meetings, acting as a Minor Officer or Autocrat, and acting as a major Lead Worker at an event (for example being feastocrat).

#### Honorary Citizens:

The Baron and Baroness can bestow on persons living outside the established territories (including in other kingdoms) the recognition of being Honorary Citizens of Wastekeep. Such citizens continue to maintain the privileges of being Voting Members, provided they meet the other requirements of Voting Members.

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General List of Standards:

Diana Listmaker gives in the *Known World Handbook* the following as a general list of standards:

1. Treat your inferiors in rank, knowledge, or experience in the Society as if they were equals; treat your equals as if they were superiors; treat officers as representatives of the King; and treat the King and Queen with the reverence due your sovereigns.
2. Use medieval forms of address.
3. Be faithful to your lord and word.
4. Gentlemen, honor all ladies.
5. Ladies, remain worthy of all honor.
6. Touch no man's goods unasked; give and receive with grace.
7. Be gentle to the stranger.
8. Raise your sword, but not your voice. [NOTE: **never** draw or brandish any weapon threateningly off the field of battle.]
9. Let the slain man tell if he be slain.
10. Reverence the King and Queen.

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Minor Carte – Appendix A

**Barony of Wastekeep Polling Form**

Mark whether you support the following candidates  
for Baron and/or Baroness of Wastekeep

Baron: \_\_\_\_\_

Baroness: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **YES, I support these candidates.**

\_\_\_\_\_ **NO, I CANNOT support these  
candidates.**

\_\_\_\_\_

SCA Name: \_\_\_\_\_

Modern Name: \_\_\_\_\_

Comments: \_\_\_\_\_

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Minor Carte – Appendix A

**Barony of Wastekeep Polling Form**

Mark whether you support the following candidates  
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Baron: \_\_\_\_\_

Baroness: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **YES, I support these candidates.**

\_\_\_\_\_ **NO, I CANNOT support these  
candidates.**

\_\_\_\_\_

SCA Name: \_\_\_\_\_

Modern Name: \_\_\_\_\_

Comments: \_\_\_\_\_

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