



# Barony-Marche of the Debatable Lands Financial Policies



## I. General Financial

- a. The Officers of the Barony-Marche of the Debatable Lands are those required by Kingdom Law, the Office of the Baronage, the Seneschals of the Barony's nondormant subsidiary groups, and the Webminister. These officers constitute the financial committee of the Barony for the purpose of setting financial policy and approving financial activities. No present or proxied individual may have more than one vote on the financial committee.
- b. All expenditures must be approved by a simple majority of the Financial Committee.
- c. The Officers of the Barony and/or the Financial Committee reserve the right to accept or refuse any donation. Non-monetary donations (e.g.: equipment, supplies, items for resale) with a value over \$100 require the approval of the Exchequer, who will issue the receipt. The donor is solely responsible for setting the value of the donation. No non-monetary item should be accepted prior to seeing the item.
- d. Event refunds requested before the event report is completed will be considered but not guaranteed. Refunds requested after the event report is completed will not be issued.

## II. Events

- a. Event bids must be submitted by a member of the Debatable Lands who wishes to autocrat an event. Event bids must be submitted by members of other local groups who want the Debatable Lands to sponsor their event. Event bids must be presented at a business meeting (or, in special cases, at a regular Barony meeting, by pre-arrangement with the Seneschal) in order to be approved. Ideally, all event bids should be submitted six to twelve months in advance. All event bids must include a completed Baronial event bid form (or equivalent) and proof of SCA membership for the autocrat (must prove membership at the time of the proposed event).
- b. Officers will not approve expenditures for proposed events unless they are presented with a written event bid which contains, at a minimum, the names of the autocrat and the head cook, a site, a date, a break-even analysis, and a budget (if Baronial funds are to be used). The event budget shall include estimates for income and for expenses by category based upon expected attendance, rates charged and any free admissions. After-budget expenditures are to be approved or disapproved at the Financial Committee's discretion. If an event bid is declined at the Kingdom or Society level, the event bid is void.
- c. The autocrat of an event may require any person behaving disruptively to leave the event. If a minor is behaving disruptively at an event, the autocrat may require the adult(s) responsible for that minor to leave the event as well.



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- d. The Barony-Marche of the Debatable Lands does not serve alcoholic beverages.

### **III. Baronial Property**

- a. Baronial property includes any physical item that was bought by or was donated to the Barony-Marche of the Debatable Lands, including but not limited to Gold Key, Iron Key, other loaner gear, regalia, and larder items. Baronial Property does not include items held by non-dormant subsidiary groups.
- b. Anyone that holds, stores, or maintains Baronial property, not to include files, must inventory it at least once per calendar year. The report should be given to the Chamberlain or Exchequer during the first two weeks of November. The report shall contain at the minimum: the name of the item(s), quantity on hand, a statement about the condition of the item(s) and location of where the item(s) are stored.
- c. If a holder of Baronial property does not hold a Baronial Office or Position, he or she will provide full mundane and SCA name, and full contact information to the Chamberlain or Exchequer.
- d. Loaner gear (Gold Key, Iron Key, etc.) is generally meant to be loaned out and returned within the same day, at a Baronial meeting, practice, or event. However, the holder of loaner gear may, at their sole discretion, choose to loan items out for a longer period of time. In that case, the holder will record the borrower's full mundane and SCA names, full contact information, and date of return.
- e. Whenever an Office or baronial position changes hands, the outgoing Officer is responsible for transferring all files and baronial property related to the office to their successor in a timely fashion. An inventory report must be filed with the Chamberlain or Exchequer at this time so the change of property can be verified. In the event of a vacant office, the Officers shall determine which Barony member shall temporarily take possession of the files and property of the vacant Office.

Baronial Governance Policies, Officers, Positions and Deputies, Non-Resident Citizens, and Baronial Secession are covered in the Barony-Marche of the Debatable Lands Governance Policies. See Exhibit A.