

# Here is the Charter for the Barony of the Flame

Last Revision February 2018

## Article I. Defined Arms of the Barony of the Flame

**Section 1.01** The Arms of the Barony of The Flame shall be as registered with the Laurel Sovereign of Arms, here blazoned.

Flame, Barony of the; registered Feb 1983 via the Middle Kingdom; Device:  
*Sable, a wavy-bladed sword gules, hilted and the blade enflamed, in base a laurel wreath Or.*

**Section 1.02** The Badge of the Barony of the Flame shall be defined as: *Sable, a wavy-bladed sword gules, hilted and the blade enflamed Or.*

**Section 1.03** The Barony of The Flame shall include the territory covered by the following ZIP Codes:

40003, 40004, 40006, 40007, 40008, 40009, 40010, 40011, 40012, 40013, 40014, 40018, 40019, 40020, 40022, 40023, 40025, 40026, 40027, 40031, 40032, 40033, 40036, 40037, 40040, 40041, 40045, 40046, 40047, 40048, 40049, 40050, 40051, 40052, 40055, 40056, 40057, 40058, 40059, 40060, 40061, 40062, 40063, 40065, 40066, 40067, 40068, 40069, 40070, 40071, 40075, 40076, 40077, 40078, 40104, 40107, 40108, 40109, 40110, 40111, 40115, 40117, 40118, 40119, 40121, 40122, 40129, 40140, 40142, 40143, 40144, 40145, 40146, 40150, 40152, 40153, 40155, 40157, 40159, 40160, 40161, 40162, 40164, 40165, 40166, 40170, 40171, 40175, 40176, 40177, 40178, 40201, 40202, 40203, 40204, 40205, 40206, 40207, 40208, 40209, 40210, 40211, 40212, 40213, 40214, 40215, 40216, 40217, 40218, 40219, 40220, 40221, 40222, 40223, 40224, 40225, 40228, 40229, 40231, 40232, 40233, 40241, 40242, 40243, 40245, 40250, 40251, 40252, 40253, 40255, 40256, 40257, 40258, 40259, 40261, 40266, 40268, 40269, 40270, 40272, 40280, 40281, 40282, 40283, 40285, 40287, 40289, 40290, 40291, 40292, 40293, 40294, 40295, 40296, 40297, 40298, 40299, 40328, 41008, 41045, 41046, 41083, 41086, 41095, 41098, 42124, 42129, 42133, 42140, 42151, 42154, 42157, 42166, 42167, 42214, 42701, 42702, 42711, 42712, 42713, 42715, 42716, 42717, 42718, 42719, 42720, 42721, 42722, 42724, 42726, 42728, 42729, 42731, 42732, 42733, 42735, 42740, 42741, 42742, 42743, 42746, 42748, 42749, 42753, 42754, 42755, 42757, 42758, 42759, 42762, 42764, 42765, 42776, 42782, 42783, 42784, 42786, 42788, 47104, 47106, 47111, 47119, 47122, 47124, 47126, 47129, 47130, 47131, 47132, 47133, 47134, 47141, 47143, 47144, 47146, 47150, 47151, 47162, 47163, 47172, 47199

## Article II. Powers and Duties of the Baron and Baroness

**Section 2.01** The Baron and/or Baroness of the Barony of the Flame shall be considered individuals even if the persons are married to each other. The Baron and the Baroness may also be referred to as the Baronial Seat, shall reign in fief to the Crown of the Middle Kingdom, and the Corpora of the Society of Creative Anachronism, Inc.

**Section 2.02** The Baron shall be in attendance at least five (5) business meeting per calendar year. Likewise the Baroness shall attend at least five (5) business meetings per year. They may or may not be the same meetings.

**Section 2.03** The Baronial Seat shall hold a minimum of one (1) court per calendar year.

**Section 2.04** They may appoint Ambassadors or other ceremonial positions, including champions.

**Section 2.05** They will reaffirm their fealty in person to the Crown of the Middle Kingdom (or the Crown's appointed representative) at least once per reign, as per Kingdom law.

**Section 2.06** They may entreaty with other local groups to alliances during times of war.

**Section 2.07** They must make every reasonable attempt to attend events within their Barony.

**Section 2.08** They shall have the right to bestow Baronial awards as they see fit, and hold regency courts, if the Crown wishes.

**Section 2.09** They will make a report to the Crown, in writing, once per reign, per the laws of the Middle Kingdom.

**Section 2.10** The Barony understands that meeting and event attendance is subject to temporary emergencies, i.e. health, job, car, etc.

### **Article III. Appointment, Resignation, and Removal of the Baron and/or Baroness**

**Section 3.01** The office of Territorial Baron and/or Baroness shall be for a term of 5 (five) years, as per Kingdom law. They are eligible for one (1) additional term and may serve if a poll of confidence of the Barony shows support for them. After a second term, the individuals are eligible for future terms, but the full polling process must be followed. The Baron and/or Baroness must sit out a 5 (five) year term after two consecutive terms.

**Section 3.02** Each candidate must possess at the time of the initial polling, and maintain throughout the entire warrant period, a valid SCA membership which meets the criteria of the Corpora of the Society for Creative Anachronism, Inc.

**Section 3.03** If the Baron and/or Baroness fail to meet the requirements set down in this Charter, the Baronial Officers can call for a vote of confidence. If the vote of confidence is negative, then a petition can be circulated and a letter requesting removal can be sent to the Crown.

**Section 3.03(a).** If only one member of the Baronial Seat is removed or resigns, the Crown decides if the other member may fulfill the term of office alone.

**Section 3.04** The Crown may suspend and/or remove a Baron and/or Baroness for just and stated cause.

**Section 3.05** Upon the resignation or removal of the Baron and/or Baroness the Barony is required to follow polling procedures as set down in Section 3.06 in order to replace either person.

#### **Section 3.06 Polling and Election Processes**

Polling and the Election process shall be followed by the laws and regulations of the Middle Kingdom.

## **Article IV. Baronial Officers**

**Section 4.01** The Great Officers of the Barony, as required by Kingdom Law, are Seneschal, Herald, Exchequer, Knight Marshal, Minister of Arts and Sciences, and Chronicler.

**Section 4.02** All Great Officers of the Barony shall report to their superiors by the Kingdom mandated dates.

**Section 4.03** Lesser Officers of the Barony shall include: Rapier Marshal, Archery Marshal, List Mistress, and Chatelaine.

**Section 4.04** In order to be eligible to hold Baronial office the following qualifications must be met:

- (a) The candidate must reside within the confines of the Barony or obtain a waiver from their superior.
- (b) The candidate must be a member in good standing of SCA Inc. for the duration of their position, and pledge to support Corpora, Kingdom Law, and abide by this Charter. This statement will be witnessed by the Seneschal and two other Baronial officers at the time the Change of Officer form is filled out.
- (c) The candidate must be warranted in their office if required by Kingdom Law.
- (d) Candidates are also encouraged to publicly declare their candidacy.
- (e) The candidate must be willing and able to report to their superiors in a timely fashion.
- (f) Candidates are strongly encouraged to hold office no less than 2 years.
- (g) All Baronial officers are required to have a stable mailing address, email access and reliable telephone access.

**Section 4.05** An individual serving in a Baronial Great Office cannot hold a second Great Office simultaneously, but may hold, for no more than one year, a Lesser Office, until a suitable replacement is found. An individual serving in a Baronial Lesser Office can hold another Lesser Office for any period of time until a suitable replacement is found.

## **Article V. Greater Officer Duties**

**Section 5.01** All Great Officers of the Barony shall be empowered to appoint such assistants in office as are needed to effectively perform the duties of that office. These deputy officers serve as any combination of the following:

- (a) Assistants in day to day responsibilities
- (b) Backup, for when the officer cannot be present
- (c) A replacement "in training"

Should a deputy be required to take over in a "drop dead" situation, they would be expected to fulfill the job responsibilities for three months. In the first month the office vacancy would be announced, and nominations declared. The elections would be held in the second and third month, with the permanent replacement determined in the third month.

**Section 5.02** There shall be maintained a permanent record of all correspondence and activities carried on in the performance of the duties of each office, the same record to be subject to examination by any member, with cause, of the Barony and further subject to be turned over to any successors in the office.

**Section 5.03** All officers shall make every reasonable attempt to attend Baronial events. Officers are responsible for overseeing all official activities that fall within their area in person. Officers shall appoint a representative to oversee official event activities if the Officer cannot attend the event.

**Section 5.04** The Baronial Seneschal shall act as legal representative in accordance with the laws of the Middle Kingdom, and the Corpora of the Society for Creative Anachronism, Inc.

**Section 5.05** The Baronial Herald shall act as the voice of the Baronial Seat and, if necessary, the voice of the Crown in making proclamations of the Baronial Seat in accordance with this Charter, the law of the Middle Kingdom, and the Corpora of the Society for Creative Anachronism, Inc. The Herald shall also lend assistance as needed to the populace to create and submit their heraldic device and persona name.

**Section 5.06** The Baronial Exchequer shall submit a report to the Regional Exchequer monthly as required by Midrealm rules, quarterly to the Kingdom and Regional Exchequer, and a final Domesday Report at the end of the year as required by Kingdom/Society Law. The Baronial Exchequer shall report finances and any other business at each Baronial meeting.

**Section 5.07** The Baronial Knight Marshal shall make every effort to promote the safe and orderly conduct of armored combat on the Lists of the Barony in accordance with the Rules of the List, the conventions of the Middle Kingdom, and in accordance with this Charter and the Corpora of the Society for Creative Anachronism, Inc.

**Section 5.07(a)** The Baronial Knight Marshal, Baronial Archery Marshal, and the Baronial Rapier Marshal shall be responsible for the proper training and conduct of all participants and prospective participants of the Barony, in their respective areas, and shall develop a positive program and be ultimately responsible for the attainments of this end.

**Section 5.08** The Baronial Minister of Arts and Sciences shall have the responsibility for the encouragement and organization of the study and practice of the peaceful Arts and Sciences within the Barony, and for the maintenance of records of research in these arts and sciences in accordance with the Charter, laws of the Middle Kingdom, and the Corpora of the Society for Creative Anachronism, Inc.

**Section 5.09** The Baronial Chronicler shall have the responsibility for publishing and distributing The Flame publication "Flamberge" hereafter referred to as The Flamberge, the official newsletter of the Barony of the Flame, on a regular schedule. The Chronicler shall print all public announcements and report news therein in accordance with this Charter, the Laws of the Middle Kingdom and the Corpora of the Society of Creative Anachronism, Inc.

**Section 5.09(a)** The Flamberge shall be published on a quarterly basis. The deadline for submissions is at the discretion of the Chronicler.

## **Article VI. Lesser Officer Duties**

**Section 6.01** All Lesser Officers shall be appointed or removed from office under signed warrant by their respective superiors.

**Section 6.02** The Baronial Rapier Marshal, a deputy to the Knight's Marshal, shall coordinate all period fencing activities, as permitted within the rules of the Society for Creative Anachronism and the Middle Kingdom, within the Barony. The Rapier Marshal shall be responsible for all required paperwork pertaining to such fencing. The authority of the Rapier Marshal shall not extend to other forms of combat.

**Section 6.03** The Baronial Archery Marshal, a deputy to the Knight's Marshal, shall coordinate all archery and missile activities within the Barony, as permitted within the rules of the Society for Creative Anachronism and the Middle Kingdom. The Baronial Archery Marshal shall be responsible for all required paperwork pertaining to archery and related activities. The authority of the Baronial Archery Marshal shall not extend to other forms of combat.

**Section 6.04** The Baronial Chatelaine, a deputy of the Seneschal, shall be responsible for the introduction and education of the new and prospective members in the culture, customs and courtesies of the Society. The Baronial Chatelaine is responsible for the maintenance and storage of the Gold Key.

**Section 6.05** The Baronial Webminister, a deputy to the Chronicler, shall be responsible for the upkeep of the official Baronial online presence, including but not limited to the email mailing list, the Baronial webpage, and any other internet presence created in the future, pursuant to the guidelines in the Webminister's Handbook.

## **Article VII. Appointment, Resignation or Removal Process of an Officer**

**Section 7.01** Selection process of an officer.

- (a) Announcement of interest in the office at a Baronial meeting.
- (b) Announcement published in The Flamberge for one issue, and posted to Baronial Facebook group.
- (c) One month after announcements are made, take a vote of confidence from the populace.
- (d) The candidates are subject to approval by the Crown and Kingdom officers.

**Section 7.02** Removal of an Officer. The process to remove a Baronial officer from their office shall be as follows:

- (a) In a Baronial meeting, or preferably officer's meeting, a quorum of officers decides if the officer in question is unable to fulfill the office.
- (b) The Seneschal will contact the officer and determine if the situation is temporary and the officer will be able to resume their duties in a timely manner.
- (c) If the situation is not temporary, the Seneschal or officer will contact the Kingdom superior for immediate action.
- (d) Other actions can be determined as the situation requires.

## **Article VIII. Term Limits for Great Officers**

**Section 8.01** The term of office for Great Officers shall be a maximum two (2) years, counted from the date of their assumption of their duties.

**Section 8.02** The Barony shall place a limit of three (3) consecutive terms a person may serve in these positions. A person can sit out one term and then run again. However, should no individual volunteer to take the position, the incumbent shall be allowed to serve additional terms until a suitable replacement can be found.

## **Article IX. Financial Policy**

**Section 9.01** The Barony of the Flame will adhere to the rules outlined in the Middle Kingdom Financial Policy.

**Section 9.02** The Baronial Financial Committee shall consist of the following officers, all of which must have a valid, up-to-date SCA membership:

- (a) Baronial Seneschal
- (b) Baronial Exchequer
- (c) Baronial Herald
- (d) Meetings will be attended by either the Baron or Baroness

**Section 9.03** Financial Committee meetings may be held in person or online via chat. There must be a quorum of members for any vote to take place. Majority vote will pass a proposal. Under no circumstances may Baronial funds be spent without prior approval. Any funds spent without prior approval could result in an individual not receiving a reimbursement.

**Section 9.04** The Barony must maintain a Business Checking account with a reputable bank. The Baronial Exchequer and Seneschal must be signatories on the account. It is ideal that the Kingdom Exchequer also be listed on the account.

All checks written for payments must have two signatures in order to be valid.

- (a) For ideal coverage, at least one other Baronial member should be listed as a signatory on the account.
- (b) Anyone listed as signatory on the Baronial account must have a valid, up-to-date SCA membership.

**Section 9.05** A Baronial item inventory shall be completed on a yearly basis, and an inventory list shall be maintained by the Baronial Exchequer. Baronial members are expected to assist with yearly inventory duties.

- (a) Any items to be purchased will be presented at a Baronial meeting or publically announced for input, and the Financial Committee will vote to approve potential purchases.
- (b) The Baronial Seneschal and Exchequer must approve usage of any items belonging to the Barony before they are removed from storage.

## **Article X. Events**

**Section 10.01** See also Baronial Financial Policy, Article IX.

**Section 10.02** Any individual wishing to “steward” a Baronial Event must submit a written proposal to the Baronial Seneschal in the timeline given. The proposal must include the following information:

- (a) Site location and cost/rental fee
- (b) Proposed site fees for attendees
- (c) Staff (if known)
- (d) Proposed theme (if known)
- (e) Prior expenses/overhead (estimated)
- (f) Estimated break-even
- (g) Proposed feast cost (if applicable)
- (h) Any other relevant information regarding event

Proposals will be reviewed by the Seneschal and all other Baronial Officers. Proposals will then be brought to the next Baronial meeting for member input, with a final decision decided by a majority of Officer votes.

In the event that an approved event proposal budget is not adhered to, it may result in funds not being reimbursed to individual. The Baronial Financial Committee will review overages and make a fair decision on final reimbursements.

## **Article XI. Charter Reviews and Amendments**

**Section 11.01** A Charter review session will be held on a regular basis, no less than once every two (2) years. However, any Baronial member can propose Charter changes at any time by announcing them at a Baronial meeting or informing the Seneschal, who can announce it at a meeting.

**Section 11.02** Any proposed changes to the Charter must be brought up at a Baronial meeting or otherwise brought to the Seneschal's attention. The proposed change shall be printed in one issue of "The Flamberge". At a Baronial meeting occurring at least one month after the proposed changes have been published, the populace shall vote on the proposed change(s). Said changes will need a plurality of the voting members present to pass. Changes are subject to approval by the Crown and appropriate Kingdom officials.