



Section I: Guidelines/Procedures

- A. All Shire by-laws are superseded by civil, society and East Kingdom Law.
- B. "Shire members" refer to those who reside within the Nordenfjord boundaries as defined by the zip code list maintained by the East Kingdom.
- C. "Shire members" refer to paid members, regardless of activity status, OR unpaid, but active members. Unpaid members are welcome to all events and meetings, but are <u>not</u> permitted to vote.
- D. By-laws will be publicly posted to the Shire website, and a hard copy will be filed with the Seneschal's Shire documents.
- E. All amendments to these by-laws must be put to formal vote, as outlined below.

Section II: Meetings

- A. Business Meetings are to be held quarterly, at minimum
 - a. Either Seneschal OR their deputy are to be present for the meeting to be official

Section III: Voting

- A. Formal Voting: Officer elections, event proposals, status changes, by-law amendments, expenses over \$200
 - a. Subject of vote/motion to be published a minimum of ten (10) days prior to Business Meeting for member review
 - b. Voting takes place at Shire business meetings
 - c. Voters must be Shire members of fourteen (14) years of age or older
 - d. A two-thirds (2/3) quorum majority of votes passes the motion, per Kingdom Law
 - e. Absentee and proxy votes not allowed, but call-in at time of voting are accepted
- B. Informal Voting: Are not defined as being controlled by Society, Kingdom or these bylaws.
 - a. Votes tallied by show of hands
 - b. Not required to be published beforehand





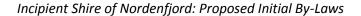
C. Election of Officers

- a. Elections will occur at the September business meeting
 - i. Every odd calendar year for Seneschal
 - ii. Every even calendar year for Exchequer
- b. Nominations are:
 - i. Contested nominations are subject to a formal vote
 - ii. Uncontested nominations are subject to an informal vote
- c. Letters of intent must be submitted in writing no later than the July business meeting, and are to include
 - i. Statement of interest in particular office
 - ii. Candidates legal and SCA names
 - iii. SCA valid proof of membership
- d. Election reminders will be published on the website a minimum of one month before the vote
- e. New officers will take office beginning at the 1st of October immediately following the election.

Section IV: Officer Requirements and Responsibilities

A. Requirements

- a. All officers must be current SCA members
- b. Meet the specific requirements of the office per East Kingdom Law
- c. Be warranted by the appropriate Kingdom Level Officer, if applicable
- B. Officer terms are two (2) years, with an optional two (2) year renewal, unless otherwise specified by Kingdom Law.
- C. Any officer wishing to relinquish their office will do so to the Shire Seneschal, who will announce their intent at a business meeting or on the Shire Officer Facebook group
- D. Officer Reports are to be filed per East Kingdom deadlines
 - a. Non-reporting: Any officer non-reporting for a period of two (2) consecutive reports will removed from their office, and the office shall be considered vacant. If the office is a required office, the deputy of that office may step in until such time as a nominee has been formally voted upon (per Section II-B).
 - b. Deputies









- c. All deputies are appointed by the individual officer, no vote required
- d. Seneschal must have a deputy. All other offices encouraged, but not required.
- e. The deputy position does <u>not</u> guarantee any succession to the respective office.

Section V: Financial Policy

A. Refer to East Kingdom Law