

# **The By-Laws for the Barony of Blackstone Mountain**



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## Introduction/Purpose:

The populace of the Barony of Blackstone Mountain does hereby ordain and establish these By-laws, subject to the approval of the Kingdom Seneschal and of the Crown.

These rules and policies apply only to the resident populace and officially recognized citizens of the Barony of Blackstone Mountain. It shall be understood that these By-Laws are subject to the Order of Precedence of Law as stated in the Governing Documents of the Society for Creative Anachronism, Inc.

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## **I. General Policy**

- A. Resident of the Barony is anyone who makes their primary residence within the Barony's geographic boundaries as defined by the zip codes held by the Kingdom Seneschal.
- B. An officially recognized citizen of the Barony is anyone who makes their primary residence outside of the Barony's geographic boundaries as defined by zip codes held by the Kingdom Seneschal.
  - 1. The Baronage, after consulting with Baronial Officers, may grant official citizenship to individuals who wish to be active members of the Barony.
  - 2. The Baronial Seneschal shall maintain a record of the individuals that include the following:
    - a) SCAdian Names(s)
    - b) Mundane Names(s)
    - c) Address

## **II. Policy Changes**

- A. Only an officer of the Barony of Blackstone Mountain, Kingdom of Æthelmearc, or the Society for Creative Anachronism may call for a change in the Baronial By-Laws.
- B. Proposed changes must be read at the regular Baronial business meeting and published in the Baronial newsletter, *The Banner*, and the Baronial website, and on the official social media page(s).
- C. Voting on said changes will take place at the next regular Baronial business meeting.
- D. Voting will be as outlined in Article IV, Section A.

## **III. Baronial Officers**

- A. Officers of the Barony of Blackstone Mountain, as required by the Governing Documents of the SCA, Inc. and the Kingdom of Æthelmearc are as follows:
  - 1. Seneschal
  - 2. Exchequer
  - 3. Knight Marshal
  - 4. Minister of Arts and Sciences
  - 5. Herald
  - 6. Chronicler
  - 7. Chatelaine/Castellan
  - 8. Minister of Lists
- B. Requirements to hold Baronial Office
  - 1. Baronial Offices are as defined by the Governing Documents of the SCA, Inc. and Kingdom law and policy.
  - 2. Additional officers are subject to Kingdom approval.
  - 3. The Baronial Seneschal and Baronial Exchequer, and their emergency replacement deputies, must be residents of the Barony of Blackstone Mountain and must make their principal residence within the geographical boundaries of the Barony of Blackstone Mountain.
  - 4. All remaining Baronial Officers may be residents of, or officially recognized citizens of, the Barony of Blackstone Mountain.
  - 5. All Baronial Officers must maintain a current membership as defined by the Governing Documents of the SCA, Inc. for the duration of their term.
- C. Responsibilities of Baronial Officers
  - 1. Baronial Officers' responsibilities shall be those outlined in the Governing Documents of the SCA, Inc. and Kingdom Law and policy.

2. Each Baronial Officer is responsible for the promotion of activities inherent to their office, and all Baronial Officers must submit quarterly updates to the Baronial newsletter, *The Banner*.

#### D. Deputies

1. The Baronial Offices of Seneschal, Exchequer, Chronicler, Knight Marshal, and A&S Minister must have an emergency replacement deputy. Other Baronial Officers are strongly encouraged to acquire deputies.
  - a) The Baronial Chamberlain is a special deputy to the Baronial Exchequer.  
(See Article X, Section A.5.)
2. Baronial Officer may appoint as their deputy anyone who meets the requirements listed herein for that office.
3. Deputies are to be knowledgeable in the responsibilities of the office and prepared to assume these responsibilities at any time.
4. Should a Baronial Officer resign, or become unable to perform the required duties, the deputy shall take over the office until the original officer can resume or until the regular election date.

#### E. Term of Officers

1. Baronial Officers shall serve a term of 24 months per elected term.

#### F. Succession of Officers

1. Officer resignation/removal.
  - a) If the Baronial Officer has a deputy, then see Article III, Section D.
  - b) If there is no deputy, the Baronial Seneschal, in consultation with the Baronage, may appoint a volunteer to hold the office until the regular election date or until the original officer can resume. Individuals must meet the requirements set forth in Article III, Section B.
2. Baronial Officer Election procedure is outlined under Article IX, Section A.
3. Whenever an office changes hands, it is the responsibility of the outgoing Baronial Officer to transfer all files and Baronial Property relating to the office to the successor or to the Baronial Seneschal, at or before the next Baronial business meeting and to notify the Kingdom supervisor of the change in office.

## IV. Business Process

#### A. Baronial Business Meetings

1. Baronial business meetings shall be held at least six times per year and otherwise as determined by need.
2. Baronial business meeting location and time will be announced at least one month prior to the proposed meeting.
3. The Baronial business meetings will be announced in the Baronial newsletter, **The Banner**, on the Barony's website, and on the official social media page(s).
4. Changes to the meeting site and time will be announced on the Barony's website and the official social media page(s) as soon as possible.
5. The Baronage, the Baronial Seneschal, or their designate has the sole right to call a halt to debate when it becomes heated or personal.
6. Proxy or Absentee votes are not permitted.
7. Simple issues may be settled by a show of hands unless objected to by someone in attendance.
8. In the event of a tie, the Baronage may cast a single vote to break the tie.
  - a) The Baronage is not eligible for this tie-breaker vote if one or both of them is also a Baronial Officer.

#### B. Baronial business meetings shall be open to all comers.

### C. Meeting Attendance

1. All Baronial Officers are required to attend or send a representative with a report to all baronial business meetings.
2. Failure of an officer or their deputy to attend two consecutive meetings will be deemed a voluntary resignation.

D. Baronial business may be conducted at a Baronial business meeting only in the presence of a simple majority of the Baronial officers or their deputies.

E. The Baronial Seneschal has the prerogative to call for a closed Baronial Officer meeting. The reason for the Closed Baronial Meeting must be recorded in the meeting minutes.

F. Business meeting minutes are only available upon request.

## V. Publication

A. The Barony shall maintain a newsletter for the dissemination of news and other information of interest to the Barony.

B. The Baronial newsletter shall be known as *The Banner*.

C. The construction, editing, publishing, and distribution of *The Banner* shall be the responsibility of the Baronial Chronicler.

D. Every October or fall quarter on even years, the By-Laws of the Barony of Blackstone Mountain will be published in *The Banner* in their entirety. Any addendums will be published electronically between printings. Paper copies shall be made available and can be obtained from the Baronial Seneschal or the Baronial Chronicler.

## VI. Finances

A. The Baronial Finance Committee shall be composed of the Baronial Exchequer, the Baronial Seneschal, and a third officer selected by the Barony Officers.

### B. Expenditures

1. Expenditures of \$75.00 or less may be authorized by the Baronial Finance Committee.
2. Expenditures of over \$75.00 must be approved by a majority of the Baronial officers.
3. All expenditures must be reported at the following Baronial Business meeting.
4. Event finances. see Article VII, Section B,

### C. Reimbursements

1. Reimbursements require a receipt or copy of the original invoice.
2. All reimbursements of \$75.00 or less can be authorized jointly by the Baronial Seneschal and the Baronial Exchequer.
3. All reimbursements of over \$75.00 must be approved by a majority of the Baronial officers.
4. All event-related reimbursements must be submitted within 14 days after the end of the event.
5. Any non-event related reimbursements must be submitted within 30 days of purchase.
6. All reimbursements must be reported at the following Baronial business meeting.

D. All checks written on the Baronial Bank Account will require two signatures, as per the Governing Documents of the SCA, Inc.

1. Baronial Officers who are to be signatories on the Baronial Bank Account are as follows:
  - a) The Baronial Seneschal
  - b) The Baronial Exchequer
  - c) The Kingdom Exchequer
  - d) A third officer of the Barony, selected jointly by the Baronial Financial Committee.

## **VII. Events**

### **A. Bids submission**

1. All bids for Baronial events must be submitted at a Baronial meeting.
2. The Baronial Seneschal will maintain a yearly calendar of all Baronial events that require bids. The deadline for event bid submissions for Baronial events will be nine months before the proposed date according to the Baronial Seneschal's Calendar. Anniversary events will be given special deadlines outside of this timeline.
3. The choosing and acceptance of an event bid will be decided by a vote as outlined under Article IV, Section.A.
4. All event bids submitted in advance of the deadline shall be held by the Baronial Seneschal until the deadline, when all bids will be considered by the Barony members at a Baronial business meeting and the winning bid selected.
5. The event bid must be submitted in writing on the Kingdom event bid form and include a proposed budget.

### **B. Event Finances**

1. Baronial Officers will not approve expenditures for proposed events unless they are presented with a written event bid that has been accepted by the Baronial Officers.
2. All funds from events must be turned over to the Baronial Exchequer or Baronial Seneschal within the timelines outlined the Governing Documents of the SCA, Inc.
3. All funds from events must be deposited to the proper Baronial bank account within 7 calendar days from the end of the event.

## **VIII. Awards.**

A. At Their discretion, the Baronage may award a Baronial Order

B. The Baronage may create additional Orders at any time in consultation with the Baronial Officers.

C. Adding an Order to these policies does not require a vote.

### **D. Orders**

1. Order of the Onyx
  - a) This order is given to an adult for excellence in Service to the Barony.
  - b) Companions of this order may display its badge as registered by the College of Heralds:  
Display the token- an onyx stone
2. Order of the Black Stone
  - a) This order is given to an adult for many Years of Service to the Barony
  - b) Companions of this order may display its badge as registered by the College of Heralds:  
Display the token- a black stone.
3. Order of the Jasper
  - a) This order is given to a youth for excellence in Service to the Barony.
  - b) Companions of this order may display its badge as registered by the College of Heralds:  
Display the token- a jasper stone.
4. Order of the Sable Anvil
  - a) This order is given to an adult for excellence in the Arts and Sciences.
  - b) Companions of this Order may display its badge as registered by the College of Heralds:  
Fieldless, a rose proper atop an anvil sable.
5. Order of the Argent Hammer
  - a) This order is given to a youth for excellence in Arts and Science.
  - b) Companions of this order may display its badge as registered by the College of Heralds:  
Fieldless, On an anvil sable a hammer.

6. Order of the Sable Bear
  - a) This order is given to an adult for excellence in Heavy Weapons.
  - b) Companions of this order may display its badge as registered by the College of Heralds: Fieldless, a bear rampant contourny sable.
7. Order of the Argent Cub
  - a) This order is given to a youth for excellence in Heavy Fighting.
  - b) Companions of this order may display its badge as registered by the College of Heralds: Sable, a bear passant argent pellety
8. Order of the Gold Apple of Blackstone Mountain
  - a) This order is given to an adult for excellence in Archery.
  - b) Companions of this order may display its badge as registered by the College of Heralds: Fieldless, On an apple slipped and leaved Or a broadarrow sable.
9. Order of Silver Apple of Blackstone Mountain
  - a) This order is given to a youth for excellence in Archery.
  - b) Companions of this order may display its badge as registered by the College of Heralds: Fieldless, On an apple slipped and leaved argent a broadarrow sable.
10. Blackstone/Æthelmearc Augmentation of Arms
  - a) This award must be given with permission from the Crown
  - b) This order is given for years of dedicated service to the Barony and to the Kingdom.
  - c) This awards the right to bear this combination of Barony's Augmentation of Arms and Kingdom's Augmentation of Arms on a personal device.

## **IX. Election Procedures**

### **A. Election of Officers**

1. Voter Eligibility
  - a) Voters must be able to present proof of paid membership to the Society for Creative Anachronism in a form recognized by the SCA, Inc.
  - b) Voters must be at least 16 years of age and be able to provide proof of age.
2. Date of Baronial Officer Elections.
  - a) The Baronial Officer election process will be at the September or fall-quarter Baronial business meeting.
  - b) On even numbered years the Baronial Seneschal, Baronial Herald, Baronial Minister of the Lists, and Baronial Knight Marshal shall be elected.
  - c) On odd numbered years the Baronial Arts and Sciences, Baronial Exchequer, Baronial Chatelaine, and Baronial Chronicler shall be elected.
  - d) Additional officers shall be elected in conjunction with related required officers (i.e. all marshal activities fall under the Knight Marshal office) or at the same time as the Baronial Seneschal.
3. Baronial offices will be voted upon by secret ballot. If there is only one candidate, the candidate must still be elected.
4. The Baronial officers not being elected in the election will count the ballots.
5. The candidate receiving a majority of the votes cast is elected to the Baronial office.

### **B. Election of the Baronage of the Barony of Blackstone Mountain**

1. General
  - a) Baronial elections will be carried out in accordance with the Governing Documents of the SCA, Inc. and Kingdom law.

- b) The Baronial polling and election will be a mailed poll requiring a mailed return to the Kingdom Seneschal or appointed representative, postmarked by the deadline stated on the printed ballot. No poll will be accepted by hand delivery.
- c) The Baronial Seneschal oversees Baronial elections.
- d) The Baronial Seneschal may not be a candidate in the baronial election.
- e) The baronial election will also include a poll to determine group status.
  - (i) Remain a barony.
  - (ii) Become a province.
  - (iii) Dissolve into shires.
  - (iv) Dissolve completely.
- f) Any candidate for the Baronage must be at least 21 years of age by the date of the election.
- g) Any candidate for the Baronage must be residents of the Barony of Blackstone Mountain and must make their principal residence within the geographical boundaries of the Barony of Blackstone Mountain.
- h) The Candidate(s) receiving a majority of the votes cast will be presented to the Kingdom Seneschal and the Crown as per Kingdom Law for approval.
- i) The Baronial polling/election must be completed at least six months before the end of the current Baronages' term.

## 2. Selection Process

- a) The Baronial Seneschal will announce the availability of the office of the Baronage twelve months prior to the end of the term.
- b) The announcement and the deadline for Letters of Intent will be made at a regularly scheduled Baronial business meeting, shall be published in *The Banner*, and shall be posted on the Baronial website and on the official social media page(s) .
- c) The Baronial Seneschal will ask for letters of intent from those gentles that wish to become considered for the position of the Baronage. The letter must contain:
  - (i) SCAdian Names(s)
  - (ii) Mundane Names(s)
  - (iii) Address
  - (iv) Telephone number
  - (v) The candidate's reason for running
  - (vi) Proof of current paid Society for Creative Anachronism membership must be attached to the letter.
- d) The letters of intent must be submitted to the Baronial Seneschal within one month of the published announcement with the deadline included in the announcement.
- e) The Baronial Seneschal will be responsible for sending copies of each candidate's letter of intent to the Crown and the Kingdom Seneschal.
- f) All letters of intent shall be published in the Baronial newsletter, *The Banner*, on the Baronial website, and on the official social media pages(s). All identifying mundane personal information (Mundane names, Addresses, and Telephone numbers) will be removed before publication.
- g) The Baronial Seneschal will request mailing labels from the Kingdom Seneschal and oversee mailing of the ballots.
- h) Polling ballots will be returned to the individual designated by Kingdom Seneschal.
- i) The polling ballots will be mailed no later than two months after the letters of intent have been published. The deadline will be clearly printed on the ballot and announced at the Baronial business meeting prior to the mailing.

- j) Upon completion of the selection, a petition must be prepared by the Baronial Seneschal requesting investiture of the selected candidates that shall be sent to the Crown and to the Kingdom Seneschal for consideration for appointment.
  - k) In the event of a majority vote for “None of the Above” or a tie for the Baronial Election, results will be sent to the Crown for consideration and a decision.
3. Obtaining a polling ballot
- a) It is the responsibility of each member to ensure his or her current address is correctly listed with the SCA, Inc.
  - b) It is the responsibility of the individual to contact the Baronial Seneschal no later than seven days before the deadline if they did not receive a polling ballot.
  - c) A third ballot will not be issued.

## **X. Baronage of Blackstone Mountain**

This position is subject to the Officer requirements under Article III, Section B, and must be residents of the Barony of Blackstone Mountain and must make their principal residence within the geographical boundaries of the Barony of Blackstone Mountain and shall serve at the pleasure of the Crown.

### **A. Rights and Responsibilities**

- 1. To give Baronial awards as outlined under Article VIII.
- 2. To display the arms of the Barony as registered with the College of Heralds: Argent, on a three peaked mountain sable a laurel wreath Or, in chief two laurel wreaths sable.
- 3. To delegate the carrying of the Baronial Arms.
- 4. To appoint a Baronial guard who will serve at their Excellencies’ pleasure.
- 5. To appoint a Baronial Chamberlain, who will become a deputy to the Baronial Exchequer.
  - a) The Baronial Chamberlain must maintain a paid membership while holding this position.
  - b) The Baronial Chamberlain must send updated inventories with dates and current storage locations of all regalia and property to the Baronial Seneschal and the Baronial Exchequer every six months.
  - c) The acting Pennsic Land Agent for the Barony becomes a special Baronial Chamberlain, and therefore deputy to the Baronial Exchequer, until the time that all Baronial regalia and property are returned to their designated storage locations. The Land Agent must prepare and present an inventory after Pennsic to the Baronial Chamberlain and the Baronial Exchequer.

### **B. Tenure**

- 1. The term of office shall be three years, beginning on the date of investiture by the Crown.
- 2. No individual may serve for more than two consecutive terms.

### **C. Resignation/Succession**

- 1. The Baronage has the right to resign at any time.
- 2. When resignation leaves the Barony without a titular head.
  - a) Intent to resign must be announced at a Baronial meeting.
  - b) A written letter of resignation must be submitted to the Crown, Kingdom Seneschal, and Baronial Seneschal.
  - c) All Baronial regalia must be turned over to the Baronial Seneschal, or an appointed representative.
  - d) The Crown may choose to appoint a vicar to manage their lands until a new election and investiture are completed.

## XI. Preferred Format of Group Status and Baronial Election Ballots

Enclosed is the Group Status Polling and Baronial Election ballot for the SCA branch known as The Barony of Blackstone Mountain. Place a mark on the line next to your selections and return via U.S. mail. Refer to the Special Election issue of *The Banner* or contact the group Seneschal, <Baronial Seneschal> at 555-555-5555 or email <Baronial Seneschal's email>

### Statement of Age

- I am 16 years of age or older.  
 I am under 16 years of age.

### Group Status Polling

Please check one of the options below to determine the group status of the Barony of Blackstone Mountain.

- I wish for the Barony of Blackstone Mountain to REMAIN A BARONY.  
 I wish for the Barony of Blackstone Mountain to BECOME A PROVINCE.  
 I wish for the Barony of Blackstone Mountain to DISSOLVE INTO SHIRES.  
 I wish for the Barony of Blackstone Mountain to DISSOLVE COMPLETELY.

### Baronial Election

Please select one of the candidate pairs below for your choice for Baronage.

- Candidate A and Candidate B  
 Candidate C and Candidate D  
 None of the Above

Please return via the enclosed and addressed stamped envelope. Polling and election choices must be postmarked (indicated date) to be counted. Polling returned after the due date will not be counted towards the polling or election.