

“How do Socials, Gatherings, Practices, and Events get planned?” or “Policies on Gatherings”

Northpass has become very busy of late... there is so much going on that it is time to take the customs and procedures that have informally been observed and create this written document, so that it is clear to all (especially to those who are new to the SCA or new to running things in our group) how this works. This is not intended to answer all questions and in cases of unusual circumstances exceptions can be made.

If you are reading this document then you are looking to host or run an activity in Northpass. First, please let me start with offering my thanks as without our activity we wouldn't be living the dream. Let's start on explaining how activities are categorized so that we can use the shorter names later in this document. This is again a loose set of descriptions; if it is unclear which you are running you can choose the one that best fits or ask the seneschal or other officers for help determining which is which.

An event – If you are renting exclusive use of a site, charging a site fee, and /or inviting the SCA generally to attend this is likely an event. There is a longer specific handbook for that so I suggest you go to that! (It is [found here](#).)

A practice – This is a (generally) ongoing practice of a particular art or science. This includes martial activities such as Armored Combat, Fencing, Archery, and Thrown Weapons. It also could include Youth Combat, Equestrian, and even Siege Weaponry. (Those last ones have not yet been held in Northpass, but why not?)

Arts and Science gathering - These can be focused on a single activity (dancing, embroidery, bead making, calligraphy, etc.) or can be a workshop format where more than one occurs. These can be focused on a single activity, a general multi-arts gathering where each person is working on their own projects, or a taught workshop or session.

Socials – These can have arts or marital activities as part of it but the primary focus is just “being together.” This is a good chance for those new to us to meet us.

A project gathering – This could be for making anything from loner gear, to archery or TW targets, to prepping for an event, to making tournament gear , or even organizing /counting our stuff. These uniquely need not be “official” in that they do NOT need to be advertised as such. On the other hand, it is a good chance for people to pitch in as a team.

A demo – This is a chance for us to show off what we do to the general public. It can contain a variety of A&S or Martial activities.

A commons (business meeting) – These are only planned at commons but the below applies in its own way. You will not need to select the schedule for it.

So, which are you looking to do? There are a lot of things that all of these have in common.

- It is recommended that all activities are shared at commons. It may fall under the purview of an officer already doing that. This will allow for coordination. If unable to attend commons you can share with Seneschal (or any other officer) who will speak at commons on your behalf. Much more importantly this will help publicize the activity to the 20+ locally active persons that attend most Northpass commons.
- Check the calendar! The Northpass calendar is full (especially on weekends) as there is so much going on. Generally it is bad form to have two activities at the same time. On weekends this can be solved for by one being earlier and the other after. As we grow this might not be possible but efforts should be made. If you intend on hosting an activity against an already scheduled gathering you should check with the Seneschal or discuss at commons first.

- (For weekend activity) check the event schedule! Weekend gatherings can be difficult if they conflict with a nearby event. For events where locals are known to be going please check [here](#). It is good, when possible, to check the main EK schedule as well as there may be conflicts not locally listed. That calendar is found [here](#).
- (For weekday activity) check local group calendars (which ones depends on where the activity is scheduled.) The [Ostgardr](#) calendar is here. Dragonship Haven [here](#). Midland Vale [here](#). Norðfjórðr doesn't have any current activity listing (as of the creation of this document), and both Frosted Hills and Ravenhill are currently dormant. A conflict does not necessarily block running an activity on that date. You should consider who might attend and if it would be from the same pool of attendees.

When you are ready to schedule:

- If it is a new activity – ask the webminister (at webminister@northpass.eastkingdom.org) to add a page for it. You will need to share (at least) contact, site, and activity detail. If you make the description exciting, those who read will be excited!
- Add it to the Northpass calendar (get permission to add or ask another to do so if needed.) The detail can either be explicitly detailed or linked to the Northpass website.
- Ask the chronicler chronicler@northpass.eastkingdom.org to add it to the Stronghold (local newsletter.) If this is a regular activity (all Tuesday evenings, 2nd Sundays or the like) there should not need to be specific communication for each instance. This is our best way to share what is going on to new members.
- Plug your activity at commons – If you are unable to attend have someone do this for you.
- Create a FB event. This is most often the best way to communicate with your likely attendees, as well as ~~determine~~ prospective attendance.

- It is a good idea to share on the email list Since it is already in the Stronghold this is not required; however, it is never a bad idea to promote your activity.

At /after the activity:

- If practice – make certain martial is present.
- At any, welcome and make welcome everyone.
- If Practice or A&S – make certain the responsible officer knows how many attended and how it went so it can be included in office reports. If there is not a current office holder, the information should be communicated to the seneschal. Sharing the information on FB or to the group email suffices if the given officer acknowledges the post /mailing. If a problem arises that is not of a general/site nature, please privately contact the seneschal or office superior. It is never best to complain in public.
- If any gear is needed (loaner gear or such) arrangements need to be made with the Chamberlain and/or the person holding that specific gear. Even if you hold the gear it is best for the Chamberlain to be aware when it is in use. The Chamberlain is required to report on that use. It is particularly important to note if gear is degraded/broken/ lost.
- Thank publicly those who attended and particularly those who helped or those who are new.