

# Kingdom of Atenveldt Chartered Guild Guidelines

Written by THL Raven Mayne, KMoAS, 2/8/2011

Within the Kingdom of Atenveldt, Chartered Guilds will be under the auspices of the Kingdom Minister of Arts & Sciences (KMoAS). It is the purview of each Kingdom to determine how Guilds will be organized, managed and recognized. Although Guilds are not official entities within the Society for Creative Anachronism, Inc. (SCA), it is important for there to be a consistent structure within the guilds that are present in a Kingdom.

**Kingdom of Atenveldt law (*Lex Atenveldtus*) states:** “5. The Minister of Arts and Sciences shall: i) Foster the creation and growth of guilds within the Kingdom.” [III.B.5.i in version dated 6 November 2010]

**The *Corpora* of the SCA states (in the *Governing Documents of the SCA, Inc.*):**

**I. GENERAL A. Precedence of Law:** “If they [SCA Governing Bodies/Documents] find it useful to codify their customs, branches and organizations such as orders, guilds, et cetera, are permitted to create charters. Charters are primarily administrative tools that can help the group to define structure and procedures. Unless written into kingdom or principality law organizational charters do not have the force of law. Branch charters may not be written into law. [June 11, 2009 revision]”

**I. GENERAL E. Unofficial Entities:** [Concerning Guilds] “In many kingdoms, there are groups in which many people participate but which are not formally recognized by the Society. These can range from highly structured guilds to loosely associated camping groups. Entities that fall into this category can have many names, including but not limited to households, guilds, ships, and clans. Although these entities are not recognized by the Society in any formal way, some kingdoms have awards that can be given to these groups. Because they are not official Society groups, unofficial entities cannot sponsor Society events.”

The main purpose of this guidance is to help with the process of creating a charter, for and establishing a guild, how to rewrite a charter, and what happens when a guild is abandoned. This will answer many of the questions that come up when starting a Chartered Guild in the Kingdom of Atenveldt.

## Establishing a Kingdom Chartered Guild

- Start by doing research and inquire on every level to see if a Chartered Guild already exists, or if one previously existed, that encompasses what you had in mind concerning a Chartered Guild in our Kingdom. This will help determine if this will be a new guild, a revived guild, or if there is already a guild to join. If the idea for the guild is new, discuss with other populace members who are also interested in the proposed guild to establish what everyone would like it to become.
- Work with the Kingdom Minister of Arts & Sciences from the beginning of the process as they are a valuable resource.
- Decide if there are enough interested persons to start a guild. Are there a number of folks who will be active within the guild?
- A group wishing to become a Kingdom of Atenveldt Chartered Guild must submit a proposed charter for that guild to the Crown and KMoAS. The charter must contain a defining purpose, procedures, and the structure of the guild.
- Baronial guilds may be structured, organized, and run independently of the Kingdom Chartered Guilds, and may be governed independently from Kingdom guilds. Baronial guilds are not necessarily under the auspices of Kingdom guilds with the same focus.

## **Naming a Guild**

- The SCA has reserved certain words used for certain entities (e.g., the word “College” is applied to an SCA group that is established as a College/University, and is usually titled “College of...”. A guild can still be called a “college” if it is associated with the kingdom/local group name where it is established (e.g., Aten College of Bards). The selected wording should make it clear that this is a guild rather than an established SCA group.

- The name of the guild should reflect the activities of the guild.
- A guild name should not be easily confused with the name of an SCA region (e.g., the “College of Fools” should perhaps be named the “Atenveldt College of Fools”).

### **Steps for Creating a Charter**

- Fill out the Chartered Guild Proposal Template found on the A&S Website under Guilds.
- This Charter must contain:
  - A defining purpose for the guild.
  - An internal governing structure (i.e., procedures, officers, etc.).
  - If rules or policies will be in place for the guild, these must be included in the charter and may not conflict with any Society or Kingdom Laws. [Note: Guild structure is considered separate from any Kingdom Office which may have the same focus. No overlap should be assumed in duties, rules or leadership.]
- A petition must be submitted to the Crown and KMoAS. It should be signed by members of the populace who agree with the wording of the proposed charter and intend to become members of the guild once the charter is approved. The petition must be signed by a reasonable number of persons (this should be discussed with the KMoAS who will consider what constitutes a reasonable number for the particular guild focus). A majority of the signees should be populace members “in good standing” (i.e., holding current SCA membership, and residing in the Kingdom of Atenveldt).
- On approval and signature of the charter by the Crown of Atenveldt, the guild will then become a Kingdom of Atenveldt recognized Chartered Guild.

### **After the Charter is in Place**

- The KMoAS will hold copies of all the charters that are signed by the Crown of Atenveldt and reserves the right to publish these (e.g., on the Kingdom A&S Website or in the announcement of the guild in the *Southwind*).
- A Kingdom Guild Charter can be annulled by the Crown of Atenveldt and the KMoAS.
- Once a charter for a guild has been approved, regardless of structure, the guild will be a Chartered Guild of the Kingdom of Atenveldt.

### **Changes to a Current Charter or Reviving a Charter:**

Additions/changes or reviving of an abandoned Atenveldt Guild Charter may be done at any time as follows:

1. Suggested additions/changes to Guild Charters are sent to the Crown and the KMoAS.
2. The Crown and KMoAS will review any proposed revisions and may either approve/sign the additions/changes or may return with suggestions for further consideration.
3. The KMoAS will publish an updated copy of the charter on arts.atenveldt.org, and any other place the charter was previously published.

### **Putting a Kingdom Guild on Hiatus**

If research determines that there are no currently active members of a specific Kingdom Chartered Guild, the KMoAS may opt to put the Chartered Guild on hiatus. The guild charter will remain in the possession of the KMoAS indefinitely.

If a Chartered Guild has been on hiatus for a minimum of two years, with no interest from members of the populace in reviving the guild, the guild will be closed. The charter will remain in the KMoAS archives and could be re-established at a later time. A closed guild’s charter will not be published.

---

Writ by my Hand 2/8/2011

**The Honorable Lord Raven Mayne**

**Kingdom of Atenveldt Minister of Arts & Sciences**

Approved by TRM Phelan and Amirah during their 2010–2011 Reign