

Lethbridge Medieval Club

*Membership
Handbook*

*A Treatise on what you need to know in order to stop
worrying and learn to love the middle ages*

2020 edition

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Introduction

“The Lethbridge Medieval Club is a non-profit society dedicated to exploring aspects of the human experience across the medieval world. Members learn, discuss, and teach activities such as bardic arts, brewing, cooking, dancing, fibre arts, leather and metal working, and martial techniques. Together we rebuild small fragments of medieval culture through events such as feasts, camps, and tournaments”

Greetings! And welcome, fellow adventurer to our humble gathering of like-minded enthusiasts, bent upon the quest for knowledge and skills from ages past. Herein lies knowledge for those brave enough to seek it, and a word to the wise: tarry not on trivial qualms and self doubt. Around you gathers a community of friends, all with similar aims as you: to explore an age half-remembered, and celebrate the living history of the world.

Turn the page; step into the fold.

This document, cunningly devised as an introduction, provides you with the basic understanding of our shared purpose. To achieve greatness, one must set oneself to the task of gathering about them those tools and accoutrements necessary for one’s quest.

Never fear! If you lack skill or knowledge or coin in plenty to purchase what your require, some hard work and camaraderie shall provide. Within our merry band exist those skilled in many forgotten arts and crafts, and like good wine our cups brimmeth over with the willing eagerness to share our experiences.

Whether you be stout hearted and ready to test the swing of a blade, a craftsperson of some note, or more to the amusing arts inclined, our hearth always has a place for you. So read on and take your first steps into a world long past and, yet, just around the corner.

Club Members

Members of the Lethbridge Medieval Club (we abbreviate it “LMC”) are people who continually seek to expand their knowledge and understanding of the middle ages. As a group oriented towards living history, we take a research-based approach towards a practical understanding and re-creation of the middle ages. Our club has a two-tiered membership system:

Probationary Members: Everyone begins their journey as a probationary member. This membership grants access to club activities that do not have any minimum standards associated with them. Fight practice, workshops, classes, and movie nights are all examples of these types of activities. Probationary members who meet most, but not all, of the club minimum standards, conditionally become full members until they complete their kits.

Probationary members have the greater of: one year from their start date, or the next club annual general meeting, to start the vigilation process and at least conditionally meet the club minimum standards. If someone does not accomplish this, they must be invigilated before renewing their membership in the club.

Full members: Once an LMC member meets all of the minimum standards of the club, and has been approved by the club vigilation team, they become a full member. Full LMC members are able to take part in public demonstrations, formal events, and any other activity held by the club.

Guests: Any full member may sponsor up to two guests at any LMC activity. The member is responsible for making sure their guests meet the minimum standards, and are responsible for ensuring their guests behave according to the club code of conduct.

Code of Conduct

The LMC strives towards a culture of safety and inclusion. This code of conduct is intended to promote that culture.

All members of the LMC are expected to abide by this code whenever they are taking part in any LMC event or activity, or any other event that LMC members are attending in an official capacity. This code is a minimum standard for LMC members; additional requirements may exist for specific activities (eg. Archery, Swordplay, Public Programming).

Members are expected to behave in a respectful manner at all times during any LMC activity. The club exists to allow its members the opportunity to explore medieval history. By acting honestly and in good faith towards one another, we can acknowledge and learn from some of the more controversial aspects of the middle ages, without repeating them.

Inappropriate behaviour at LMC events includes, but is not limited to:

- Aggressive, bullying, or challenging behaviour (including taunting),
- Socially unacceptable conduct (eg. offensive or vulgar behaviour, unwanted advances, etc.),
- Behaviour at public events which undermines the reputation of the club as a professional and respectable organization (eg. inappropriate conversation or activities, 'spit-balling' answers to questions which may not be rooted in historical fact, etc),
- Creating a safety hazard (eg. not following LMC rules for martial activity),
- Deliberately interrupting the atmosphere of medieval immersion at specified events,
- Irresponsible substance use or abuse,
- Violating local, provincial, or federal laws,
- Violating the Canadian Charter of Rights and Freedoms,
- Any kind of harassment or discrimination.

It is not necessarily inappropriate to portray some historically accurate examples of medieval behaviour, for the purposes of exploring medieval social norms. Members are cautioned, however, to take prudent steps (seeking communication and explicit consent) to avoid misunderstandings, either between members, or among the general public. For example, two members may mutually decide on re-creating the conditions for a medieval duel; historically, it would be appropriate for challenges to be uttered to each other. In such a case, it is important to ensure that everyone present knows and understands that what is going on is “all part of the show”.

If a member sees any behaviour that may be inappropriate, it can be handled in one of three ways, depending on that member's individual comfort level and the type of inappropriate behaviour:

1. You can handle the situation yourself, by having a conversation with the people acting inappropriately. If you aren't comfortable with doing so, or if that conversation doesn't work:
2. You can report the behaviour to an instructor or event organizer (or other officer in charge of an activity), and finally:
3. You can report the behaviour directly to a board member.

Inappropriate behaviour is dealt with depending on severity. In many cases, behaviour is often unintentional, and a simple reminder might suffice. More serious cases may result in temporary suspension from club activities, for a specified length of time. The most serious cases may result in permanent ejection from the club.

Regardless of how it is dealt with, inappropriate behaviour ALWAYS needs to be documented. In the case of self-managed resolution, any instructor, event organizer, or board member should be able to help you with this process, which involves a single sheet of paper (an “Incident Report”, see appendix B). For more serious claims of harassment and/or discrimination, members should refer to the Harassment and Discrimination Policy ([link](#)) and the procedures outlined therein. Documentation is kept in club records, according to provincial law.

Any disciplinary action beyond temporary suspension from an activity needs to be handled through the board, or via the club's existing Harassment & Discrimination policies, whichever is more appropriate to the situation.

Minimum Standards

Your Portrayal(s)

To become a full member of the Lethbridge Medieval Club you will need to develop at least one complete medieval portrayal, which must be approved by the club vigilation team. The following is intended to be a guide on how to start and what you need in order to become “vigilated”:

The “Stop Light” Principle

It can be difficult to tell what is actually medieval, versus what isn't. Unfortunately, modern media does a terrible job of relating historical accuracy to entertainment – there are very, very few historically accurate movies, games, books, or other forms of entertainment out there. At the very least, you will be looking through museum collections and academic books for your references. The club also has a pinterest page, complete with many pre-vetted examples of medieval artifacts. None of these remove your own responsibility for thinking critically about the suitability of your sources – beware the Dunning-Kruger effect!

Any time you are looking at something and wondering whether or not it might be medieval, it can be useful to classify it, using the same colours as a stop light:

Green is 100% medieval. No question. An extant, dated museum artifact from right in the middle of the middle ages, would be green.

Yellow is probably medieval. A manuscript illustration might be yellow – there are some artistic conventions that need consideration, whenever looking at a medieval drawings or paintings – medieval artists often depict things in their own contemporary styles, regardless of what the artwork is about.

Red is probably not medieval. Modern reproductions are generally red, regardless of quality. They might even be decent (or excellent) reproductions, but any reproduction is never as good as an extant artifact.

Black (or no colour) is definitely out of the scope of the LMC. Anything hollywood or mainstream entertainment is generally black. This includes computer games, tabletop RPGs, and fantasy novels, with only a few exceptions.

New members should try to start out “in the green” - branching into the late or early middle ages only after mastering a firm grasp of what is DEFINITELY medieval. Those early/late eras can be very interesting and rewarding to explore, but they are NOT a place for beginners to start.

Here are some other examples of the stop light principle, applied to various topics. Note how dates don't necessarily all line up as one might expect. The middle ages were complicated:

Religion:

Black:	Council of Nicaea (325)
Red:	Council of Ephesus (431)
Yellow:	St. Augustine (597)
Green:	First Crusade (1099)
Yellow:	Gutenberg's Bible (1439)
Red:	Martin Luther (1505)
Black:	Church of England (1532)

Warfare:

Black:	Rome (410)
Red:	Vouille (507)
Yellow:	Nineveh (627)
Green:	Crecy (1346)
Yellow:	Reconquista (1492)
Red:	Siege of Vienna (1529)
Black:	Conquest of Mexico (1519)

People:

Black:	Justinian I (527)
Red:	St. Augustine (597)
Yellow:	Charles Martel (732)
Green:	Charlemagne (800)
Yellow:	Richard III (1483)
Red:	Henry VIII (1509)
Black:	Magellan (1520)

Technology:

Black:	Ballista (ancient)
Red:	Greek fire (500s?)
Yellow:	Lamellar (700s?)
Green:	Crossbows (universal)
Yellow:	Matchlock Firearms (1475)
Red:	Movable type (1439)
Black:	Scientific method (1543)

Getting Started

When putting together a portrayal, you want something that is as homogenous in time and place as possible. We do not mix items from western and eastern Europe without good evidence that it was done. Likewise, we do not mix early medieval clothing with late. Copying an outfit from primary (extant artifacts) or secondary (manuscript illustrations) sources makes it much easier to keep all of the items of your kit coherent and practical.

What you wear is also related to the social class you are portraying. The LMC does not restrict social class portrayals, so you *can* choose to portray an insanely wealthy monarch, but your clothing and material culture *must* back it up! For your first outfit, the best place to start is something simple, which makes it easier to add to or change, if another time and place in the middle ages strikes your interest.

How you put your outfit together is up to you, but as final advice, consider this: It is far easier to do your research ahead of time and then build your kit, than it is to build a kit and then come up with a plausible (or, for that matter, ridiculous) back-story to explain it! Remember that we are exploring what actually happened before our time, and if we end up getting TOO creative in our re-creations, we cease to study history, and instead pursue works of fantasy.

Some members prefer to choose a historical event or period that interests them and build their portrayal accordingly. Others take a more material approach, and select their time, place, and social position around fashion or armour that they find attractive. Still others base their role, garb, and period around skills and knowledge they want to explore. At the end of the day, provided your concept is cohesive and based in fact, there is no right or wrong path to follow when deciding who you want to be.

There is Value in the Typical

As you add to your portrayal, it is important to keep with items that were known to be common in your chosen timeframe. You can have items that would be considered exotic or out of place for your place, time, social station, but you should have a plausible explanation for your choice, and you should also be able to explain why it is unusual. Finally, you should also not have more than one (at most, two) unusual or exotic items on your person. In Re-enactment, there is value in portraying the typical.

For more information on this, Ian LaSpina of Knyght Errant has a very good article on the subject: <http://knyghterrant.com/index.php/2016/07/10/there-is-value-in-the-typical/>

LMC Minimum Clothing and Accessory Requirements:

1. Undergarments: Period and class appropriate, made of either bleached or untreated linen. *For most of the early, high, and late middle ages, these garments are quite similar.*
2. Outerwear: Period and class appropriate made from wool, linen or silk. *Solid colour wool or linen is always a safe bet. In general avoid neon colours and modern patterns.*
3. Head-covering: Period or class appropriate hat, hood, cap, coif, headwrap, veil, etc. *For all of the middle ages, it would be uncommon for hair to be left uncovered while in public.*
4. Belt: Leather or woven, with period and class appropriate fittings (Steel, brass, pewter). *A belt makes an excellent first metalworking project!*
5. Pouch or purse: In the middle ages, they were pretty much the same thing, for both males and females. *Period and class appropriate design. Leatherwork was often highly embossed.*
6. Knife: With period appropriate sheath of leather or wood. *Kept on your belt, a knife is an extremely handy utility tool. Also great to have with you in case food happens!*
7. Shoes: Class and period appropriate footwear – Leather, welted and vibram soles are OK. *These can be difficult to source, but the club has a stock of shoes available via the quartermaster.*
8. (Optional): Pieces of flair, period and class appropriate. Examples include pewter pins, jewellery, garters, belt fittings, swords, weapons, tools, Pater Nosters, religious insignia, talismans, etc. *This is your chance to really customize your kit and your own personal look. We don't expect everyone to look the same in the LMC!*

Don't be afraid to go the extra mile - raising the bar only encourages others to do the same. Provided you have the resources to back it up, the whole club benefits when members up the ante!

Getting Started

In addition to the physical objects associated with re-enactment, you will also need to have a social portrayal to match your material 'kit'. Some members take this portrayal as an opportunity to be someone else entirely, crafting their persona as an individual whose life experiences are entirely different from their own. Other members choose to take the approach of being themselves, but doing so "medievally". Some people want to use their persona as an opportunity to connect with their family history and roots; others find their family's origin story to be drab and would rather live a different culture. As with your material culture, there is no right and wrong way to build your persona, provided your backstory and experiences are rooted in historical fact, and appropriate to your physical portrayal.

LMC Minimum Persona Requirements:

- 1. Who:** Your persona must be a named person; a broad category such as "I'm a merchant" or "I'm a Viking" is insufficient. Persona development involves becoming a self-aware individual. *Your medieval name should reflect the time and place you wish to portray. Using your own name is acceptable, if it is historically accurate to do so for your own portrayal.*
- 2. What:** What does your persona do? Where does your persona fit within the social context of your period? This takes into account things like family, community, and profession. *The social context of your persona will be reflected in the material culture you put together. A butcher's wife likely won't be wearing jewels. A duke's clothing will be suitably ornate.*
- 3. When:** What time period do you live in? "The Dark Ages" is insufficiently specific - "During the reign of King Aethelstan" is better. *Remember, your persona has a normal lifespan, meaning that your experiences should not include events that are more than ~60 years apart (if you are portraying an elderly individual). Your material culture should be congruent with your 'when': A Viking woman will not be wearing a 14th century gown. A late medieval seamstress will not be seen in an apron-dress.*
- 4. Where:** What geographical location do you call home? Your "where" could be very narrow (a village or town if you are a butcher, a religious establishment if a nun, a military company if a soldier) or broader (a region, nation, or group of nations if you are a noble or a person who travels often). *You should have a general understanding of the geography, climate, and mores of the place your persona resides. Regardless of your 'where', your clothing and possessions must be congruent with the place you call home; do not mix culture or artifacts without a very plausible reason.*

Consider Research Requirements to Support Your Persona

As mentioned above, many reenactors wish to explore their own ethnic heritage as part of their persona. This is a fine thing, but it can present challenges. For example, you have Polish roots and quickly discover that almost all of the research material you need to build a persona is in Polish – a language that you neither speak nor read. Accessibility of resources will be important. Be aware that persona development involves the use of both primary and secondary sources, visual and written so be prepared to do some work. If you have a partner or friend who shares your interest, or notice other club members reenacting your period of interest, pooling research knowledge can save a lot of effort and get you up the learning curve faster.

Note that movies and television shows set in the middle ages, even those that claim to be based upon research, are almost universally guides to what should be **avoided**. Modern media caters to the modern world, not the medieval one; put another way, modern media is about our perceptions of 'medieval', so that contemporary audiences can relate. Beware of using any modern media as a basis for your persona.

Vigilation – Becoming a Full Member

The process of vigilation is one that every club member has to go through. If you pay attention, ask good questions of your fellow club members, and start from good historically accurate sources, the process is fun and challenging. On the other hand, if you start from fantasy artwork or hollywood sources, and don't listen to advice, you will find the process expensive and frustrating, and you may even end up getting turned away from events. The principal of "Garbage In, Garbage Out!" is never more true than here.

Once you have your full portrayal put together, contact a vigilator and get the process going. If you have everything ready ahead of time, the process can take as few as fifteen minutes, during which you and the vigilator discuss your portrayal. At the end, you will have one of three verdicts. You shall: Pass, Conditionally Pass, or Not Pass. Here are examples of each:

The ideal example (you shall pass):

An LMC member wants to portray a town-person from mid-15th century France. The member has gone online and looked up various manuscript illuminations from the time period, as well as some extant garments from an online museum repository. Following the minimum standards, the member puts together a complete outfit, making or buying everything on the list. Their name is congruent with late medieval France, and they know the name of their king and current Pope. They can describe broad details of current events, and know the specifics of seasonal climate in their general region.

Result: The member looks like they stepped out of a medieval manuscript and have a basic understanding of the life they would have led. The vigilator passes the member with flying colours, and asks that member to be a reference for 15th century France for others in the future.

An okay example (you shall conditionally pass):

An LMC member likes the look of a modern picture of an Irish Kern from an osprey history book, and wants to portray that, but the picture is too late to be considered “medieval”. The member interpolates that Irish Kerns probably looked the same thirty years prior, and does some research that backs this up with a little bit of modification. Unfortunately, there aren't very many illustrations from that period or region, so a little bit of “reading between the lines” is necessary. The member puts together the outfit. The cloth for the outer garment is a synthetic mimic of linen, which looks okay, but some people can tell it isn't linen from a few feet away. The member read a wikipedia article about the period and has a vague idea of local geography and habits.

Result: The vigilator conditionally passes the member for one event, with the requirement of upgrading the outer garment (to linen, rather than synthetic fibre) in time for the next event. In the future, the member is also encouraged to start from period sources, rather than a modern picture, and work from that starting point. The member is expected to have an historically accurate name, and a better concept of self for future events.

A “store-bought” example (you shall conditionally pass):

An LMC member wants to attend an event, but they don't have enough time or inclination to do much research, or make things themselves. So, the member asks a vigilator for a reputable supplier to buy an outfit from. The vigilator makes some recommendations, and tells the member what to avoid. The member buys a complete 13th century English outfit from an online vendor. Unfortunately, one of the outfit components, the hat, is a poor example of an obviously modern rendition of an obscure extant artifact. In other words, it is obviously “a copy of a copy”, and doesn't look at all medieval. For their persona, the member selected a name from Anglo-Saxon England, and is basing their behaviour off a Youtube “Medieval English Way of Life” video.

Result: The vigilator passes the member, on condition that they aren't allowed to wear their hat, and must select a temporary name more appropriate to their time for the purpose of the event. The member hasn't really learned much about the middle ages, but they also aren't going to disturb anyone else at the event by being blatantly modern, so this isn't a problem.

The member is expected to seek out some more reputable sources upon which to base their persona for the next event.

An unacceptable example (you shall not pass):

An LMC member shows up to an event in a fantasy costume, with no evidence to support the historical existence of any part of the outfit. When asked, the member simply replies that they thought the outfit “Would be good enough. After all, if they had it, they would have used it! And it totally looks medieval!” Their ‘persona’ bears an uncanny resemblance to a character from a popular television show.

Result: The outfit does not pass. The member is not allowed into the event without a suitable outfit; other members are kind enough to help out, and lend the member some stuff for the day that does pass. A quick conversation with a vigilated member familiar with the time period in question reveals no understanding of appropriate behavior or culture. The member has to start over from scratch – although, at least they now own a killer cosplay outfit!

Okay, where can I find all of this stuff?

GREEN sources (most of the items on these sites will pass. NOT necessarily everything, though – even green sources require care when purchasing!):

Historic Enterprises (<https://historicenterprises.com/>) Sells all kinds of medieval wares. They are expensive, but one of the “gold standards” of re-enactment vendors.

Medieval Design (<http://www.medievaldesign.com/english.asp>) is primarily an Italian clothing supplier. Their wares are about on-par with Historic Enterprises.

Fabrics Store (<https://fabrics-store.com/>) Sells raw fabric for making clothing. Cotton/linen blends are not generally appropriate for the middle ages, but their linen is of very high quality. Even shipped, their cloth is cheaper than almost anything you can buy locally.

Reconstructing History (<https://reconstructinghistory.com/>) Looking for a pattern to go with your fabric? This website has you covered, specifically the “historical patterns” section.

Fabri Armorum (<https://www.fabri-armorum.com/en/homepage/>) Is a Czech manufacturer of weapons and armour. Their goods are very high quality, but be aware that they also sell renaissance and modern items. Be sure that you are purchasing medieval-era items!

Panther Primitives (<http://www.pantherprimitives.com/medieval.html>) Sells tents. Make sure the tent you want to buy is medieval, but other than that, Panther is one of the best tent manufacturers for re-enactment in the world.

Midwest Tents (<http://www.midwesttent.com/website/>) Slightly less expensive option from Panther. Their “pyramid” tents may not be suitable.

Raymond's Quiet Press (<https://raymonds-quiet-press.myshopify.com/>) Looking for pieces of flair, belt fittings, or pouches? This is an excellent source.

Billy and Charlie's (<http://www.billyandcharlie.com/>) Sells medieval pewter as well, including tablewares such as spoons, candle holders, and bowls. They are a US-based supplier

Lionheart Replicas (<https://www.lionheartreplicas.co.uk/>) An England-based supplier of pewter, similar to Fettered Cock and Billy & Charlie's. Their belt buckles are excellent, in particular.

English Cutler (<https://todcutler.com/>) is a UK-based supplier of knives, daggers, and other reproduction cutlery. Their stuff is not cheap, but one of their knives will last your lifetime, if well taken-care of.

YELLOW sources are reputable suppliers, but exercise extra caution when purchasing from these sources. They often sell a mix of medieval and not:

Forge of Svan (<https://forgeofsvan.com/>) Sells items specifically for combat. Mostly of high quality, but some of their stuff is geared for sport combat, and is not medieval in the slightest.

Tandy Leather (<https://www.tandy-leather.ca/en/>) Sells leather. This is strictly a source of raw materials. Under no circumstance should you purchase any of their patterns that say “medieval”!

Viking Leathercraft (<https://www.vikingleathercraft.com/>) Their shoes are nice. Everything else is hit-and-miss. Be careful.

Sharukhan Market (<http://www.sharukhanmarket.com/>) Sells a variety of combat equipment. Not all of it is medieval – some is sport-combat oriented, and inappropriate for the LMC.

Age of Craft (<https://ageofcraft.com/>) A European supplier of generally good-quality wares, both clothing and armour. Their payment system is a little suspect, but LMC members have successfully ordered many items in the past.

Purpleheart Armoury (<https://www.woodenswords.com/>) Sells HEMA gear exclusively – no clothing or other medieval-era products can be found on this site. For more modern-looking practice gear, they are excellent.

Master Ark's Fine Medieval Jewelry (<https://www.masterark.com/index.html>) Sells, as the name implies, jewelry. There is some modern stuff intermixed with the medieval.

Fettered Cock Pewters (<http://www.fetteredcockpewters.com/>) Is a Canadian supplier of pewter objects, belts, belt fittings, and other small sundries. They do sell some modern items as well (beware the “SCA” section).

Raymond's Quiet Press (<https://raymonds-quiet-press.myshopify.com/>) Be sure to sort through time periods here, as Raymond sells non-medieval stuff as well.

Lori Factor (<http://lorifactor.com/>) A source for ceramic tableware, as well as other sundries.

Armour and Castings (https://armourandcastings.com/en_US/) A fairly comprehensive supplier – they sell a little bit of everything. There is a fair amount of modern and fantasy items on their site.

RED sources are often inexpensive, but expect the non-medieval to heavily outnumber medieval wares. Use extreme caution and do your research before you make a purchase!

Get Dressed for Battle (<https://www.gdfb.co.uk/>) Sells all kinds of stuff. Most of it is not medieval. If you know what to look for, you might find a deal.

Dark Age Creations (<https://www.darkagecreations.com/>) Is good mostly for swords and fencing masks. They sell Black Fencer polymer swords, which is nice. Under NO CIRCUMSTANCE should you buy a piece of armour from them – virtually none of their armour is LMC-appropriate.

Kult of Athena (<http://www.kultofathena.com/>) Excellent website, excellent service. Wide selection. Unfortunately, there is as much non-medieval stuff as there is medieval. Buyer beware.

Alchem Inc (<http://www.alcheminc.com/>) Makes steel fencing equipment. Most of their products are acceptable for fighting, although there are also quite a few non-medieval blades to be found on their website.

Paul Chen (<https://www.paulchenhanweiswords.com/>) Are an inexpensive American supplier of weapons (they also have a line of shoes). Be very cautious when selecting anything from them.

Wulflund (<https://www.wulflund.com/>) Sells all manner of “historical” items, many of which are appropriate for the LMC, many of which are not. Buyer beware.

Reliks (<https://www.reliks.com/>) is a Canadian supplier. Most of their wares are not appropriate for the LMC in the slightest, although you might be able to find the occasional gem. They do sell Kingston Arms swords, which are of fairly high quality.

Club Structure & Governance

Bylaws

The LMC is a registered not-for-profit organization in the Province of Alberta. As such, we have formal bylaws that detail the legal framework of our club. LMC members need to know that these bylaws exist, even if you don't know the details. Of course, if you ever feel like serving on the Board of Directors, you'll have to read those bylaws!

Annual General Meeting – Elected Directors

Early every year, all members are invited to the Annual General Meeting (AGM), which is your chance to exercise your democratic rights in the club. The club is governed by a board of directors (the “BOD” or “Board”), numbering not less than three, and not more than seven people. The board handles all of the day-to-day business of the club, making decisions, deciding where club money is spent, and executing various club activities. Holding a seat on the board is an act of service – any board member is expected to listen to the desires of the club membership, and do their best to see that those desires are met, as fairly and equitably as possible.

By custom, directors generally serve for two years, with half of the board “turning over” every year, to provide some continuity in club governance. In practice, many board members serve for more than two years. It is rare for two members to seek election to the same board position in the club; most of the time it is more difficult to find qualified, willing, motivated directors!

Appointed Officers

The board will, after the election, appoint various officers to help in running the club as they are needed. Officers are specialists, each expected to perform in a specific realm of influence. They include (but aren't limited to):

Vigilators: This person is an experienced club member, with a broad and scholarly knowledge base of the middle ages. They are tasked with ensuring that all members meet the minimum material culture standards of the club. The Vigilator has the final, ultimate say in which items are allowable at club events, and which are not.

Quartermasters: This person is in charge of physical club assets. The club possesses a stock of items for use, rental, or purchase by members.

Instructors: These are people with direct experience in martial activity. Instructors are primarily charged with making sure nobody does anything unsafe or inappropriate during club activities involving martial activity of any sort – swordplay, archery, test cutting, etc.

Event organizers: The person in charge of an event is also an officer. They get to herd all of the cats necessary for putting together any club event. Sometimes this committee can be as small as two or three people. For larger events, multiple people are required.

Volunteer Work

Whenever the club needs to get stuff done, whether it's organizing events, making or changing club policy, searching for new suppliers of equipment, or anything else that needs doing, the LMC always works by committee. Put another way: Formal LMC business is never conducted by a single person. Even less formally: We get stuff done together, not solo. This serves as a check for members, gives everyone opportunities for input, and ensures that we're all on the same page.

Every club member is encouraged to participate and volunteer in running the club, as they feel comfortable and as their own skills and aptitudes allow for. The LMC exists only because of the volunteer efforts of all our members!

Events and committees planning

If you have an idea for an event, or something that should be done by or for the club, the first step in proceeding is forming a committee. The Lethbridge Medieval Club does everything by committee, including events, workshops, and any other gathering that is considered a club activity. After you have your idea, and have brought it to the board of directors, there are a few things that need to be done:

Call for a committee:

Even if the idea came from a great chat between a group of friends, calling for assistance and ideas from the club at large is always worth it.

Plan your first meeting:

The first meeting is where the team is going to lay the foundation of your project; it is critical that you set a date, time and location, which can be virtual, that works for all members. During the first meeting, you'll collectively need to:

Elect a chair.

Usually, the person that started the ball rolling ends up the chair, but there is no harm in making sure that all committee members are on board.

Create the Terms of Reference (TOR), consisting of:

- ***Preamble:***

What background does the club/committee need to know before starting this activity. What existing policies apply to the plan? Was there an incident that warranted a change in policy? Is there a change in laws that impacts club activities? How does the planned activity fit in with the mission, vision and values of the Lethbridge Medieval Club?

- ***Organizers:***

List who is on the committee, and if they have an assigned role. Example: if you are hosting a feast, list the person(s) in charge of the venues, kitchen, activities, etc.

- ***Objectives:***

What is your end goal? Is it to create/update a club policy, or hold a tournament, or plan a

workshop Be specific, it makes it easier to see if your planning is on target.

- **Financials:**

What are the costs associated with this activity? Is there a known budget? Will you need to request a float from the treasurer? If this is a new activity, is it covered under the club insurance?

Note: whether or not additional insurance is needed may not be an item that you will be able to complete at a first meeting, and will require research.

- **Timeline/End Date:**

Knowing when items must be done so that committees work can be completed. When are the next board of director meetings? In general, the board reviews items at one meeting, and then approves them the following. This allows all club members to be aware of the committees intentions/actions prior to approval.

Follow Up:

Do you need another meeting to bring back items that have been researched? What internal and external events impact the date selection, or ability to have a meeting?

Example: you want to have a workshop in December that would use club funds.

To allow for review of my TOR, and approval of any actions, you would want to make sure that there were no less than 2 board of director meetings before the event. Since meetings usually happen once a month, I would want to make sure this got started no later than September. Committee would meet, elect a chair, decide on Terms of Reference, and then get to work.

After the event, you'll need to perform a post-mortem analysis:

Event Report: What went well, what didn't and how could the team improve it for the future?

Financial Report: This is a financial event worksheet completed with:

- All income provided to the treasurer and
- All cheque requisition forms submitted with receipts for all expenses.

Life After Invigilation

Okay, so you've read this document, put together a basic kit, come up with a plausible portrayal of a medieval person, and you understand what we're all about. Time to get medieval, right? Right! Our email list is constantly full of messages, giving details for all sorts of activities. It does mean you need to get in the habit of regularly checking your email, but opportunity abounds. Here are some tips for you to get the most out of your experience in the club:

Always be learning

Current knowledge of the middle ages is constantly changing, and modern technology has increased this rate of change dramatically. There are always new information and new discoveries being made, which can and will change what we know about what “medieval” really means. As a club, we're always nerding out about medieval history, and discussing the topic, both among ourselves, and the larger re-enactment community.

Attend Events

The LMC puts on a variety of events, from camps, to feasts, to educational seminars, to public performances (what we call “public programming”). Once you've been invigilated, you are 100% welcome to take part in any, or all, of these events. It all depends on what you'd like to get out of the club – some people really enjoy performing in public, while others just like to camp out in medieval gear, once or twice a year. The level of your involvement is totally up to you.

It's also a great idea to attend events outside of the LMC. There are a lot of different organizations out there, doing things similar to ourselves. You can learn a lot from these groups – in fact, you can probably learn more from groups with different perspectives, than you can from a bunch of people you already know. Going to events outside of Lethbridge is a wonderful way to avoid stagnation.

Being a Re-enactor

Anyone can own a bunch of cool, old stuff – lots of people are collectors, for whatever reason pleases them. While collecting is certainly a part of what the LMC does, there is more to it than simply putting together an assortment of medieval gear.

It is one thing to have all the right period stuff for a particular time and place, but something else to understand a person's thinking about the world, and their place in it. The past is a foreign land, and a medieval person's world view would include many aspects that would seem quite different from our modern perspectives.

Everyone has a different way of approaching and expressing this. Some members' material kit meets the bare minimums; others have a full camp setup complete with furniture and kitchen. Your persona may be very basic, leaving you plenty of room to improvise, or it may be a fully-formed person with an elaborate history and personality. Regardless of our individual strategies, all have a common thread: we are seeking to immerse ourselves in history, and thereby, to learn more deeply than by simply reading and understanding a book.

The Real Journey Begins

Congratulations, fellow adventurer. You have proven yourself capable, and been found worthy by your peers. The past awaits your discovery, via whichever paths you might choose. Those paths might be difficult, or perhaps even treacherous at times, but they are also full of satisfaction and joy and wonder. Many others wander these paths – ahead, alongside, behind. Some can barely be glimpsed, exploring trails far distant. All are seeking together, as best they are able.

You are now one of these people.

Appendix A: Interests/Abilities Checklist

Please indicate what activities you would like to learn, as well as what activities, if any, you are experienced in and may be able to teach to other members. An established LMC member may follow up with you to establish your level of knowledge and experience before you are permitted to instruct.

Interested in Learning:

Combat Arts:

- SCA
- HEMA
- IMCF/HMB
- Archery
- _____

Textile Arts:

- Spinning
- Weaving
- Sewing
- Nalbinding
- _____

Craftmanship:

- Smithing
- Leatherworking
- Woodworking
- Casting
- Cooking
- _____

Performing Arts:

- Singing
- Dancing
- Musicianship
- Storytelling
- _____

Events and Activities:

- Camping
- Feasts
- Workshops
- Public Programming
- _____

Administrative Activities:

- Record-Keeping
- Event Planning
- Policy Development

Prior Experience In:

Combat Arts:

- SCA
- HEMA
- IMCF/HMB
- Archery
- _____

Textile Arts:

- Spinning
- Weaving
- Sewing
- Nalbinding
- _____

Craftmanship:

- Smithing
- Leatherworking
- Woodworking
- Casting
- Cooking
- _____

Performing Arts:

- Singing
- Dancing
- Musicianship
- Storytelling
- _____

Events and Activities:

- Camping
- Feasts
- Workshops
- Public Programming
- _____

Administrative Activities:

- Record-Keeping
- Event Planning
- Policy Development

Name: _____

Date: _____

Appendix B: LMC incident report form

Date/Time:	Location:
Name of person writing this report:	
Name(s) of those involved in the incident:	
Witnesses to the incident (if any):	
Details of the incident: What happened? (facts only):	
Resolution of the incident: How was this incident handled?	

Appendix C: Comprehensive Persona Questionnaire

This is intended to be a (relatively) comprehensive list of questions or prompts to support persona development *in great depth*. Do not be intimidated by its length. Persona development is the work of years not weeks or months. **To begin with, we only need to know the details of who you are, what class or social station you belong to, and when and where you lived.** As we get more comfortable speaking and acting in character we will want to know more about our creation. There is **no** necessity to answer all of the questions, focus on the areas that most interest you and make you more confident in playing your character. It is a process of ongoing discovery.

Personal Sphere: Includes what people know about themselves, their family and neighbours, and family traits that define kinship and shape worldview.

Name and Name History

What is your name and/or what are you commonly called?

Is there a story behind your given name? Was it chosen in memory of someone else?

Does your surname reflect lineage, profession or place of origin?

What social status (good or bad) do you derive from your family name?

Do you like/dislike your name? How has that affected your life?

Birthdate

What day, month, year were you born? Was that a feast/saint's day, or some other observance?

What remarkable thing happened on that date, in that month or year?

Birthplace

Where was your character born?

Are there any special stories associated with that place?

Is that location where you grew up/live now?

Are the circumstances of your birth (legitimacy, class) a source of pride or shame?

Immediate Household/Family

Who else lives in your house? What is your relationship with each of them?

(A simple genogram might be helpful, plus a brief character sketch of each person in the home)

Family/household status: are you the youngest, oldest, head of the household, retainer or servant?

What role does each member fill in the family/household, who does what and why?

Does the family/household have a shared occupation, share in a business enterprise?

Who in the household wields what level of influence/control over what areas of family life? How are roles/tasks assigned?

What sets you apart within the family/household?

Extended Kinship Network

Do you have extended family in the community? How do you interact with them?
How is your immediate family situated within extended family (eg. greater or lesser status)?
How is social hierarchy within the family acknowledged?
How is the family situated in the community social hierarchy? What is its general reputation?
How and to what extent does the extended family function as a social support network?

Residence(s) and Habitation

What does your dwelling place look like? Describe the exterior and interior.
How is it situated in a town or on the land? Is it part of a larger estate/property?
Who owns the land/property? What are the terms of occupancy?
Are there outbuildings? What is the function of each space in the building(s)?
What tools and equipment are associated with each function within the space?
How is each space furnished, finished/decorated? Can you describe the construction, plumbing, lighting, heating? Are those details important for some reason?
Are there special memories attached to the dwelling or particular spaces?
Do you know the dwelling's history?
Where else have you lived? What caused you to move?

Your Education/Literacy

Was skills training or education involved in your growing up and entering your profession?
Where, how and through whom were you trained/educated?
Are you literate? What is the level of literacy required for you to function? Do you both read and write? Do you own/have access to any reading material?
Do you know accounting methods or are involved in written record keeping?
If you are not literate/numerate, to whom do you look for these services?
Do you speak more than one language?

Personal Belongings

Everything in the middle ages was hand made, and therefore valuable compared with common modern household goods. You would be keenly aware of your possessions. Imagine you hired a notary to complete a will by going from room to room to list your possessions down to the last pewter spoon so that you could assign them to those who will inherit. Material culture is an expression of social aspirations (you are what you own) so this will say a lot about your class and level of prosperity or poverty.

Personal Health

What is your state of health? What diseases/accidents have you suffered? How does your health affect your personality/work?
Who in the family system has knowledge of traditional treatments for common illnesses?
Who is responsible for care of the sick?

Personal Habits

What are your simple pleasures or daily rituals? What are your pet peeves? What do you do that might be remarked upon, irritates others, especially your spouse?

Travel

Where have you been? Why did you travel? How did you get from place to place?

How much is travel a part of your character's life?

Do you enjoy travel and relish the adventure or loath the discomfort and fear the unknown?

What landmarks are you familiar with?

What significant events have you travelled to participated in?

Important Personal Events

What is/has been your marriage status?

Has marriage improved or limited your social status?

Have you had children? How many? How old are they? What are your hopes for them?

Have you suffered significant losses: death of a spouse, children?

Have you served an apprenticeship? Attained status or honours? Experience military service/war?

Do you have a patron – a powerful person who has helped you professionally/socially?

Have world events (eg. plague, war, famine, flood or conflagration) had an impact on your life?

Social Skills

What are the social skills for which you are known/notorious?

Are you aware of polite forms of address for people at all levels of the social spectrum?

Do you know how to entertain/interact with people in ways that lead them to be favourably disposed towards you, especially those of higher social status?

Are you a warm and sociable person, or do you rely on more formal manners to manage social situations?

Are you seen as a charming/cunning person who can outwit others, or a wise old soul from whom other seek advice? Are you liked or feared?

How has affability or lack thereof affected your life?

Are you happy/unhappy with your situation?

Local Sphere: What you know about the place you come from.

Your Neighborhood and It's Features

You would probably have a mental map of local roads, shops/markets, landmarks, terrain features, church/cathedral, castles, royal or noble residences, town/guild hall.

Where is the local market? Where do you buy your ale, wine, cider, etc.? Where do you buy your meat, eggs, bread or flour, fresh or dried/salted fish for fast days?

Where do you get your firewood?

What is the local climate, growing conditions, dominant crops?

Are their significant resources in your neighbourhood for pottery, furnishings, clothmaking?

Are their notable historical events associated with your town, raids by hostile forces, sieges, plague infestation, scandals, boundary disputes with or between local lords? Have these affected you? How?

What is the local economy based on? Where do you fit in?
What is the monetary system?
Is there an annual trade fair/weekly market day?
Is your community prosperous or impoverished?
Is your community generally healthy or is there significant mortality from disease?
Are there dangerous political factions/rivalries in your community?
How is your town, estate, county governed? Who wields political power?

Local Social Connections

What is your social station in the town/parish?
Do you belong to a religious/charitable or trade guild?
What are your social aspirations? How do you express them?
How do you relate to the rich and powerful?

Religion

Are you genuinely religious? How do you express your faith? Or is your connection to the parish more a matter of a need for social belonging/approval?
Do you take pride in the size, condition, decoration of your parish church, or do you try to duck paying dues to the parish?
What is the level of your religious education? Can you recite the *Pater Noster*? Do you know the commandments?
Do you attend mass weekly? Do you attend willingly, or to avoid social sanction?
What is your attitude towards the social services (hospitals, schools, alms for the poor) provided by the church in your community? Do you make contributions in cash or kind to support them?
What is your attitude towards the wealth of bishops and monasteries?
Does your family have any special relationship to the church/parish? Are any of your relations members of a faith community: priest, monk, nun?
How has your religious beliefs affected the course of your life?

Local Customs, Holidays, Amusements and Pastimes

What are the local customs of your community? Are there special feasts, celebrations, public processions/rituals?
How are events such as births, weddings, deaths marked?
How is a departure or return from pilgrimage, war or any perilous journey marked?
What holidays are celebrated in your family/community? How?
Do you participate in amusements or pastimes or shun them? What is your attitude towards them?
Do they represent sinful behavior or a joyful break from the monotony of daily life?
Do you know songs and dances?
Do you tell stories and jokes or listen while others do so?
What is the gossip about your neighbours?

Weights, Measures and Money

Do you know how to weigh and measure dry goods and liquids? How are these sold in your community?

What coins are in circulation in your community. What is the buying power of each?

What is a typical daily wage for a labourer or skilled artisan?

Foodways

What are favourite local dishes. How are they prepared?

What foods are typically purchased ready to eat and which are usually cooked in the home?

What does a typical daily set of meals consist of for people of your class?

What time of day are meals taken? How is this affected by other activities such as work?

What do you drink? Where does it come from? How is it brought to the home/table? In what sort of vessels is it served?

How (on what) is food served? What implements are used in eating?

What do you keep on hand in your household? How and where are they stored/kept safe and wholesome?

Local Agriculture, Gardening

Do you keep a garden? What do you grow?

What cash crops are grown in the area? How are they marketed?

How does the agricultural year affect you and your household? Are members of your family involved in food production?

Are wild animals part of your diet? Where do they come from?

Weather

Describe the seasons in the location where you live.

How does your life, diet, work change with the seasons?

Local Material Culture

What building materials are used in your area?

Are there building styles unique to your town/area?

Is there wood available for turning bowls, etc., building furniture?

What sort of skilled artisans are present to make high quality, luxury products.

Local Laws and Services

What laws (including bylaws and trade regulations) affect your life?

Can you participate in guild/civic/estate governance? Can you hold any public/civic/estate office?

How is the public peace maintained?

What happens if you violate the law?

What happens if you get into a dispute with a neighbour or business?

How are roads, bridges and docks maintained in your community?

How is garbage disposed of?

How are public nuisances dealt with?

How are matters of property transfers, business contracts, wills and estates dealt with?

Occupational Sphere: This includes traditional occupations, trades and home based production such as brewing and cloth making, as well as the tasks of landowners, householders and business owners.

Occupations

What is your occupation or trade, its tools, materials and processes?

Where do you get your materials from?

Does your occupation determine where you live?

Does your occupation have weekly, monthly or annual cycles?

Does your occupation involve travel?

Is your occupation practiced by few or many people?

Do you belong to a guild or any kind of collective?

Does your occupation relate to other occupations? How?

Who buys/consumes your products?

What are the prices of the goods or services that you sell? Can you relate costs to an average daily wage of the time?

How is your occupation viewed in your community? Are you considered highly skilled?

Is there a gendered aspect to your occupation? Are you primarily focussed outside or inside the home?

How does your professional life relate to your domestic life?

Are your skills unique in your community?

Class/Social Status Sphere: Characteristics, aspirations and relationships related to class, including social competencies such as: dancing, singing, playing a musical instrument, writing or telling stories, hawking, hunting/poaching, courtesies, formal dress and accoutrements, table manners, etc.

Dress

What garments are typical of a person of your class or station?

How do your garments set you apart from those lower on the social scale?

How are your garments different from those higher on the social scale?

How is the quality, construction, colour of your clothing appropriate to your station?

What sort of accoutrements are appropriate to a person of your station?

Do you have special garments for formal/ceremonial occasions in addition to your normal daily ware?

Dining

Are your dinner wares primarily of wood, clay, horn and bone or metal (pewter, silver) and glass? Are you aware of how these differences relate to your level on the social hierarchy?

Are you aware of which items were not in common use during the middle ages; that is no forks or stemmed metal goblets before 1500?

Would you be the type of person invited to the mayor's, guild master's, lord's table on feast days?

Property and Possessions

How much land/wealth/income is needed to support the status of your portrayal?

Where does that place you in the social hierarchy?

How do you use income to communicate your status/social aspirations?

Friends, Enemies, Status and Influence

Whom do you cultivate as part of your social circle/allies/support network? Why?

Who protects you (is your patron)? From what?

Whom do you avoid (antagonizing)? How do you thwart/punish your enemies, if you have any?

How have you used marriages, business partnerships to maintain or improve your social standing?

How have you used hospitality or charitable giving to maintain or improve your social standing?

What have you done to increase your wealth and influence to maintain or improve your social standing?

How much influence do you wield outside of your family? Do people seek you out for advice or support? Who would listen to your suggestions? Are you a leader in your community?

Betters and Inferiors

Who are your betters and how do you show them deference?

Who are your social inferiors? How do you treat them or maintain appropriate boundaries?

How do you maintain positive relationships with those of your own class or station?

Economy

What is the place of your class in the economy for your time and place? How much power does your class have within the economy/local governance?

Do you live in a time of a growing economy or social opportunity, or a time of retrenchment brought on by war, political upheaval, famine or plague?

Wider (World) Sphere: Knowledge of the wider world will depend upon your character, social class, education, travel, location, occupation. The higher up the social ladder the more you would know about things and events in the following categories:

- Who is the regional/national noble, prince, king (or queen)?
- Who is the bishop, arch-bishop, pope?
- The calendar of (often religious) feast days, fast days, saints and martyrs dates
- Local, regional and international pilgrimage sites
- Knowledge of principal trade commodities: wine, wool, iron, tin, lead, glass, timber, etc.
- Past world events
- Current world events
- Famous figures from the past
- Current famous/infamous figures
- Principal trade routes: roadways, bridge locations and navigable rivers
- World geography
- Music, dance, literature
- Medicine
- Law
- Money, accounting and exchange for regional or international bulk trade
- Do you know any foreigners? How?
- What is your attitude towards foreigners? Why?