

Canton of Whyt Whey - Financial Policies

- 1) These policies will be subordinate to the policies of the East Kingdom and of the SCA, Inc. In any situation where these policies conflict with either Kingdom or SCA corporate policy, the Kingdom or corporate policy will supercede this document.
- 2) Financial Committee
 - a) The Canton will have a financial committee which will be responsible for any decisions on budget for the Canton as a whole and for individual events that the Canton hosts.
 - b) The financial committee will consist of all the duly appointed officers of the Canton. This will not include deputies, unless circumstances have required an officer to step aside from their duties and the deputy is acting for the officer.
 - c) Ideally, all members of the financial committee will be approved as signatories on the Canton's bank account. If any individual officer has a conflict of interest that prohibits them from being a signatory, this will not prevent them from serving on the financial committee. Other officers as required by Kingdom law may need to be included as signatories on the bank account (e.g., the Kingdom Exchequer), but this will not entitle them to serve on the financial committee unless they also hold a Canton office.
- 3) Bank Account
 - a) The Canton bank account must comply with all requirements of East Kingdom and SCA corporate financial policy.
 - b) All signatories on the account must provide the Canton Exchequer with their full legal and SCA names, proof of membership, and any other information required by the Kingdom Exchequer or other SCA policy.
- 4) Budgets and Expenses
 - a) Any proposed budget or individual expenses must be approved by a simple majority of the total number of members of the financial committee. This vote may take place at an in-person meeting, a virtual meeting convened via teleconferencing platform, or as a survey administered over email or another online platform.
 - b) The Canton Seneschal and Exchequer shall share the responsibility for chairing the financial committee. Either the Seneschal or the Exchequer can call a meeting or implement a survey as required above.
 - c) Yearly budgets for the Canton shall be established in accordance with East Kingdom and SCA corporate policy requirements.
 - d) The budget for an event must be approved before the official event announcement is submitted to the Kingdom for official publication.

- e) Once the budget for an event has been approved, the event Steward or Autocrat will have full authority to determine how to spend the funds allocated for the event. In the case where an event goes over budget, the autocrat will have the opportunity to present proposed corrective measures to the financial committee. However, it will be up to the committee to determine how to address the budgetary shortfall for the event.
 - f) If any approved expense (other than those related to an event) requires modification after its approval, it must be voted on again by the financial committee.
 - g) In the event that expenses come up on an emergency basis and there is no time to convene a meeting or hold a survey of the financial committee, the Canton Seneschal and Exchequer may jointly authorize payment for such expenses. However, if this occurs they must convene an in-person or virtual meeting of the financial committee **within one calendar week (7 days)** to determine if further changes to the Canton's budget will be required as a result.
 - h) All decisions by the financial committee must be publicized to the populace in the same manner as the minutes of regularly scheduled business meetings.
- 5) Fundraising and Donations
- a) Any fundraising done by the Canton must comply with all East Kingdom and SCA corporate policies.
 - b) The Canton Exchequer must provide a receipt when requested by any persons giving cash donations.
 - c) Non-cash donations may be accepted, but all relevant East Kingdom and SCA corporate policies must be followed.
- 6) Approval and Changes of these policies.
- a) These policies must be approved by the Canton's populace at a regularly scheduled Commons meeting.
 - b) Once approved by the Canton, these policies will not go into effect until approved by the East Kingdom Exchequer. The Canton Exchequer will be responsible for forwarding a copy of the approved policies to the Kingdom Exchequer and any appropriate regional deputies.
 - c) Once approved, the policies may be changed by the Canton's populace at a regularly scheduled Commons meeting. However, if changes are made to these policies, they will need to be re-submitted to the East Kingdom Exchequer for approval.
 - d) In any case, these policies must be reviewed every two (2) years at a regularly scheduled Commons meeting. Whether or not any changes are made, a copy of the approved policies must be forwarded to the East Kingdom Exchequer and any appropriate regional deputies.
 - e) Addendum 8 April, 2021 - the review of these policies was unanimously approved without changes.