

Chapters

Local chapters of the Guild may be established in any area within the Kingdom of Lochac, however all chapter members must be registered members of the Guild.

Chapters are required to dispatch a status report to the administrator once a year (prior to 1 December), confirming members' details & achievements and detailing topics covered in meetings. This information will be incorporated in the yearly 12th Night report dispatched to the Crown, its Heirs, the Lochac Arts & Science Minister and the Lochac Seneschal.

Each chapter shall abide by the Charter of the Guild, the laws of Lochac and the ideals of the Society of Creative Anachronism.

Annual Meeting

A General Meeting of members will be held yearly – either at Rowany Festival (Easter) or a mid-year Crown event. Changes to the Guild's charter may be made by a majority vote of the Guild members. Agendas for the General Meeting are to be dispatched to all active members no later than one calendar month prior to the meeting. Mail voting forms (proxies) are to be included with the agenda, allowing for voting participation by all members regardless of ability to attend the General meeting.

Officers

The Guild Administrator:

The administrative head shall be known as the Guild Administrator and may be of any rank. The Guild Administrator must maintain a current file of members and reply to their correspondence.

Each member's rank and progress must be recorded and filed. It is the duty of the Guild Administrator to notify members of their change in rank as it occurs. He or she should maintain and augment any Guild resources or index. The Guild Administrator reports to their Highnesses, the Lochac Minister of A&S and the Lochac Seneschal prior to Twelfth Night.

The Guild Administrator may appoint deputies and assistants as necessary (including, but not limited to, a newsletter editor and Web minister) and may appoint a substitute to run the Annual General Meeting if unable to attend)

The Administrative Head of the Guild should hold office for not more than two years (unless no other acceptable candidate is available. If this occurs, the administration position is renewed for a further six months until a replacement can be found). The Administrator will select their successor based on merit and ability, and shall notify the Guild members in writing of change of administration details. If possible, the Administration position is to be passed to a Guild member from a different geographic area, ensuring Kingdom-wide rotation of position.

In the event of proven incompetence or mismanagement, an Administrator may be removed from the position by a majority vote of all active members.

Lochac Cooks' Guild Charter

Patron:

Master Drake Morgan
drakey@internode.on.net

Administrator:

Adeline de Montfort
cooks@sca.org.au

Purpose

The purpose of this guild shall be to

- Practice cooking in the style of the Medieval and Renaissance periods
- Further research and study of period cooking
- Make available information on all aspects of period cooking as it pertains to the Society for Creative Anachronism
- Maintain an index of information and period sources
- Publish a newsletter, when required, to keep guild members informed of any changes relevant to the Guild

Membership

Membership is open to any person with an interest in cooking or researching Medieval and Renaissance period recipes. A member is recognised on presentation of the first dish or upon submission of a General Membership form

Only a registered member of the Guild may wear its insignia or claim membership

There is no age limit on Guild membership. However written permission, acknowledging the potential physical risks inherent in all kitchen work, must be given by a Parent/Guardian prior to a minor (under 18 years of age) being admitted into the Guild. Members under the age of 18 years old must only cook or undertake work in kitchens for official SCA events, guild workshop and classes whilst under the supervision of an Adult (18+) Guild member.

Categories for Mastery

1. Breads, Doughs—sweet, savoury or unleavened
2. Cakes, Biscuits, Sweetmeats or Nibbles
3. Sweets—desserts, including creams, curds, custards and fruits (but not pies)
4. Pies & Pastries
5. Soups, Stews & Pottage
6. Vegetables & Salads
7. Meat, Fish, Poultry or Games (but not including pies or stews)
8. Sauces—Thickened, Vinaigrettes, Vinegars & Marinades
9. Beverages—(but not brewed or fermented)
10. Egg or Cheese Dishes
11. Preserves—Jams, Jellies, Pickles, Salted & Dried Items
12. Subtleties

Ranking

All Guild members shall begin as novices as of Twelfth Night AS XXIII (Jan 1989).

All Guild members shall begin as general members. Rise in rank requires a mastery of a number of categories.

To master a category a dish must be produced for an event to help feed those attending (to serve five or more) or may be presented to members of the cook's Shire / Barony / or other SCA group at any official advertised event (i.e. Meetings, A&S events, Fighter Practices, Tourneys & Feasts)

Period recipe documentation must be provided and any adaptations noted. The presentation and taste of the dish will be commented upon, preferably by fellow members

of the local Guild chapter, or by three members of the cook's Shire / Barony / or other SCA group

There will be a form (known as the Recipe Submission form) for recording the cook's name, recipe and adaptations and the comments of three people. This form and all documentation for each recipe must be sent by the cook to the Guild Administrator in order to count towards Guild Ranking.

Individual Guild members are responsible for ensuring their progress and submission forms are dispatched to the Guild Administrator, however a Chapter may appoint a local Coordinator for paperwork if agreed to by the majority of local members. (Copies of all paperwork are to be held by individual members and Local Chapter coordinators in case of non-receipt by Administrator due to postal errors etc).

Guild members are to be aware that all requirements for ranking level must be fully completed prior to advancement to next Level.

GENERAL MEMBER: To become a general member of the guild you must show an interest in cooking or researching medieval food, fill in an application form and dispatch it to the Guild Administrator. Acceptance of membership shall be verified by the administrator by return letter or electronic mail message.

NOVICE: To become a novice you must show an interest, cook one dish and serve it at a feast or an official SCA event and forward all required documentation and commentary to the Guild Administrator.

APPRENTICE: To become an apprentice, the novice must master the cooking of 5 categories (5 separate dishes) and forward all required documentation and commentary to the Guild Administrator. Two of these dishes must be presented at an official Feast or revel or official SCA event.

JOURNEYMAN: To become a journeyman, the apprentice must master the cooking of 5 further categories (5 separate dishes, differing from those presented as an apprentice) and forward all required documentation and commentary to Guild Administrator. Two of these must be presented at an Official SCA event (i.e. feast or revel).

MASTER / MISTRESS COOK: To become a Master or Mistress Cook, a journeyman must be the Head Cook / Feast Steward for an official SCA event; organise a period menu for one feast; and personally cook at least two dishes thereof. There must be complete documentation provided for each dish served at the event and the presentation and taste of the two personally cooked dishes are to be commented upon by three attendees at the event via recipe submission paperwork. They must also write one article for publication in a Kingdom newsletter or magazine (i.e. Pegasus, Tournaments Illustrated or Cockatrice) OR teach on the topic of period cooking at an official SCA event and send a report, including all notes, handouts & documentation, to the Guild Administrator.

Having completed the requirements, each rise in rank becomes valid upon written notification from the Guild Administrator.