

# Amtgard, Kingdom of the Emerald Hills, Inc.

## Corpora of Bylaws

### Vol. II: Subgroup Operations

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#### Additional Resources

[www.amtgard.com](http://www.amtgard.com)

From this, everything flows. Download the Amtgard Rules of Play (Rulebook) and Dor Un Avathar (Official Sourcebook for Monster Classes) from here

[www.amtgard-eh.com](http://www.amtgard-eh.com)

The primary online resource the Kingdom of the Emerald Hills, including the latest version of this document, office holders, a calendar of local and perhaps regional events and archives

[www.amtgard-eh.com/forums](http://www.amtgard-eh.com/forums)

The Kingdom-specific forum including announcements and discussion boards

[www.amtgard.com/ork/orkui](http://www.amtgard.com/ork/orkui)

The Online Record Keeper (ORK) is the official record keeping resource of the Emerald Hills as well as an Atlas of the known realms with geographical breakdowns of most Amtgard groups

[www.amtwiki.net](http://www.amtwiki.net)

The online Amtgard Encyclopedia, which anyone can edit, for upkeep of Subgroup history

#### I. Introduction

- A.** This is a generic Corpora that describes the rights and privileges of Subgroups of the Kingdom of the Emerald Hills. Any rights or privileges not specifically granted in this document are reserved for the Kingdom level
- B.** Any conflicts between this document and the Emerald Hills Kingdom Corpora, Joint Rulings of the Emerald Hills Kingdom Monarch and PM or GMR, decisions of the Emerald Hills Kingdom Althings, the Amtgard Rules of Play, or Agreements created by the Circle of Monarchs, this document is subservient to all of the above listed

- C.** Decisions made by Emerald Hills Kingdom level officers cannot be overruled by Subgroup level officers
- D.** Subgroups of the Kingdom of the Emerald Hills are the local branches of the Kingdom, the physical locations where the members of the Kingdom gather to participate in regular Amtgard functions

## **II. Subgroup Residency**

- A.** To become a resident of a Subgroup of the Kingdom of the Emerald Hills one must:
  - 1. Have a signed waiver (signed by either themselves, or a parent/guardian if under 18 years of age) on file with an Emerald Hills Chancellor or the Prime Minister
  - 2. Declare themselves to be a resident of the Subgroup
  - 3. Not hold residency in any other Amtgard group
- B.** Subgroup Residents may:
  - 1. Have their awards and credits tracked in the Amtgard Online Record Keeper
  - 2. Receive awards from their Subgroup, and from the Kingdom of the Emerald Hills

## **III. Contributing Membership**

- A.** To become a Contributing Member of a Subgroup of the Kingdom of the Emerald Hills one must:
  - 1. Have been a resident of that Subgroup for the preceding 6 month period
  - 2. Have signed in at a minimum of six Emerald Hills functions, in Six different weeks, (the Amtgard week starts on Tuesday) within the six months immediately preceding two weeks before the end date of an Althing
  - 3. Be currently Dues Paid within the Emerald Hills
  - 4. Be at least 14 years old
- B.** Contributing Members may:
  - 1. Vote in Subgroup Althings
  - 2. Submit Subgroup Althing Items
  - 3. Hold Subgroup office

#### **IV. Subgroup Treasuries and Dues**

- A.** Subgroup Treasuries are Emerald Hills funds managed by the Kingdom Treasurer and the Subgroups, made up of dues paid by current residents or proceeds generated by Subgroup Functions.
  - 1. Subgroups may choose to not maintain a Treasury, and allow the Emerald Hills to maintain it in their stead. In this case any dues or proceeds shall be turned over to the Emerald Hills by the next Kingdom Event
  - 2. All subgroups must follow the Emerald Hills Treasury Policy, including submitting audits to the Emerald Hills Treasurer
  - 3. Subgroup Monarchs may spend, with the agreement of their chancellor/treasurer, for the running of their parks. The monarch's budget 10% of their park coffers as of the first of the month of their coronation. Expenses that would take the monarch in excess of this amount during their reign must be approved by a subgroup althing.
- B.** Residents may choose to pay Dues
  - 1. Dues are \$10, and last for a period of six months from the date paid
    - a) The Kingdom must set aside \$2 from each player who paid dues since the last payment to the AIBOD was made. If dues are paid to the park, the PM of that park is required to notify the Kingdom PM at or by the next Kingdom event and ensure the transfer of funds to the Kingdom PM occurs no later than the close of the gate at the event.
  - 2. Receipts shall be given (Receipt books are available from the Emerald Hills Prime Minister)
  - 3. Subgroup Officers (Monarch, Regent, Chancellor, Champion, and GMR) are not required to pay dues (or Subgroup fees). Normally, adding 6 months to their Dues Paid expiration date will suffice

#### **V. Subgroup Functions**

- A.** Regular Park Days
  - 1. Each Subgroup must meet at least once every other week for the purpose of playing Amtgard, and this meeting must include at least one battlegame
  - 2. Subgroups are expected to have one regular gaming day per week. Occasionally Subgroups may have more than one regular gaming day per week, or miss a week, but the expectation is one per week
- B.** Fighter Practice
  - 1. This is a meeting focused on combat that does not involve class games
- C.** Arts and Sciences (A&S) Events
  - 1. This is a meeting focused on working on or teaching arts and sciences, and typically does not involve Amtgard combat
- D.** Coronation
  - 1. This is the meeting where one Monarchy's term ends, and the next Monarchy's term begins
  - 2. Often has Fighting Tournaments, A&S Tournaments, a feast, and award distribution (Court)
  - 3. Coronation takes place roughly every six months
- E.** Midreign
  - 1. This is the meeting where one Chancellor's term ends, and the next Chancellor's term begins
  - 2. Often has Fighting Tournaments, A&S Tournaments, a feast, and award distribution (Court)
  - 3. Midreign takes place roughly every six months, at the midpoint between Coronations
- F.** Althings
  - 1. Althings are Meetings of the Subgroup membership where votes occur by which the Subgroup makes decisions regarding issues not directly governed elsewhere (See section VI)

## **VI. Althings**

- A.** Examples of decisions that may be made via Althing are:
  - 1. Election of officers;
  - 2. Removal of elected officers;
  - 3. Spending from the Subgroup Treasury;
  - 4. Establish an ongoing Subgroup Event;
  - 5. Other decisions that are not in conflict with: the Amtgard Rules of Play; an Agreement created by the Circle of Monarchs; the EH Kingdom Corpora; a Joint Ruling of the Emerald Hills Kingdom Monarch and PM or GMR, or a decision of the Emerald Hills Kingdom Althing
- B.** Althing procedures
  - 1. Shall be run by the Chancellor, or the highest ranking officer if there is a conflict of interest
  - 2. Must be scheduled once a month
    - a) If there are no agenda items submitted two weeks prior to the scheduled date, no Althing occurs for that month
  - 3. Officer Elections occur at the following Althings:
    - a) Crown Elections will occur at the Althings immediately preceding Coronation.
    - b) Prime Minister Elections will occur at the Althing immediately preceding Spring Midreign and at the August Althing.
  - 4. Only Contributing Members may vote in Althings
  - 5. Unless otherwise specified, all Althing items will be decided by plurality vote
  - 6. Any Contributing Member of the Subgroup may submit an Althing item. Such an item must be submitted to the officer in charge of the Althing at least two weeks prior to the scheduled vote
    - a) By joint agreement, the Monarch and Chancellor may reject any Althing item from appearing on the agenda that they do not consider appropriate. Agenda items to remove an elected officer from office may not be removed in this manner
  - 7. Agenda items to remove an officer from office must meet the following requirements:
    - a) Shall be initiated by a petition signed by at least 10% of the current Contributing Members of the Subgroup
    - b) Requires a 2/3 majority in order to remove an officer from office
    - c) In the event that an officer is removed from office, the Monarch appoints a new officer, as with any other vacated office (See section VII.F)
    - d) The Monarch shall have the power to break ties on any Althing vote in which they are not directly involved. In which case, the Chancellor shall have the power to break ties
- C.** To qualify for Coronation Elections one must:
  - 1. Be a current Contributing Member of the Subgroup
  - 2. Be at least 18 years old 2 weeks prior to Coronation Elections
  - 3. Declare for office at least 4 weeks prior to Coronation Elections
    - a) No candidate may concurrently announce for (nor hold) more than one office
  - 4. Pass a current Emerald Hills Reeves Test and Emerald Hills Corpora Test
    - a) Tests must be available at least 4 weeks prior to Coronation Elections
    - b) Tests must be passed at least 2 weeks prior to Coronation Elections
  - 5. Answer the current Statecraft Questions

- a) Statecraft questions will be selected by the highest officer not running for re-election from those submitted by the populace
  - (1) No more than 3 questions may be selected
  - (2) Questions should be relevant to the offices
  - (3) Different offices may have different questions (All candidates for a given office will answer the same questions)
- b) Questions must be posted 4 weeks prior to Coronation Elections
- c) Candidates must submit answers at least 2 weeks prior to Coronation Elections
- 6. Have earned a Chimera (or Hydra) that is current
  - a) A Resident of the Subgroup must complete the following during the same reign to earn a Chimera (If a player started the process at Summer Coronation or after, they must complete all requirements before or during Winter Coronation):
    - (1) Reeve a fighting tournament or battlegame
    - (2) Judge an A&S tournament or host an A&S workshop
    - (3) Autocrat or sub-crat (Feast, Tournament, etc.) a Subgroup event (Coronation, Midreign, or other event as agreed upon by Althing or the Monarch and Chancellor at least a month in advance)
  - b) All items listed in the Chimera section must be signed off on by one of the other players of the same position (i.e. another reeve, judge, or co-crat)
  - c) In the case of a dispute, the Subgroup Monarch may determine that the candidate fulfilled their obligations
  - d) If there is still a dispute, the final decision will rest with the Kingdom Monarch
  - e) Once earned, a Chimera is valid for the elections during the current reign, and the elections during the next 2 consecutive reigns
  - f) Any items listed in the Chimera section that cannot be completed at your home Subgroup may instead be done at a Subgroup of the same level (or higher) of your home Subgroup, or at the Kingdom level (This means that earning a Hydra automatically fulfills this section's requirement at the Subgroup Level)
- D.** To qualify for Midreign Elections one must:
  - 1. Be a current Contributing Member of the Subgroup
  - 2. Be at least 18 years old 2 weeks prior to Midreign Elections
  - 3. Declare for office at least 4 weeks prior to Midreign Elections
    - a) No candidate may concurrently announce for (nor hold) more than one office
  - 4. Pass a current Emerald Hills Corpora Test
    - a) Tests must be available at least 4 weeks prior to Midreign Elections
    - b) Tests must be passed at least 2 weeks prior to Midreign Elections

## **VII. Subgroup Officers**

### **A. Monarch**

1. Is responsible for the primary maintenance and leadership of the Subgroup
2. Should maintain a schedule of events for their Subgroup, and ensure that schedule is readily available to all members
3. May bestow awards and titles to members of their Subgroup:
  - a) Ladder awards (as defined in the Amtgard Rules of Play Award Standards) and Progressive Orders (awards that increase in rank, but do not count as Ladder awards) listed in section VIII, up to the limit allowed by their Park Level
  - b) Titles up to the limit allowed by their Park Level
  - c) Monarchs may create new (non-Ladder) awards as necessary, so long as those awards do not conflict or compete with awards reserved to the Kingdom level by the Emerald Hills Corpora or the Amtgard Rules of Play
4. Acts as a liaison with local law enforcement, and adjudicates conflicts within their Subgroup
5. Should preside over all Subgroup ceremonies, functions, and Althing
6. Is responsible for organizing the Subgroup's Midreign event
7. Is responsible for enforcing the Amtgard Code of Conduct within their Subgroup
8. Shall have the power to break ties in their Subgroup's Althing unless they are directly involved in the proceedings, in which case, the Chancellor shall break ties

### **B. Chancellor**

1. The Chancellor is the primary record keeping officer for the Subgroup, responsible for updating Subgroup Resident's awards and attendance
2. Shall maintain a record of the Subgroup's Treasury (if applicable), including income and expenditures
3. Is responsible for assisting the Monarch in enforcing the Amtgard Code of Conduct within their Subgroup
4. Has the power to break ties in their Subgroup's Althing if the Monarch is involved
5. Is responsible for running the Subgroup's Althing, and for tabulating and communicating results to the Subgroup
6. Is responsible for entering attendance for all functions held by their Subgroup into the Online Record Keeper. This is expected to happen on a weekly basis. Failure to do so for 4 consecutive weeks may result in action from the Kingdom.
7. Is responsible for entering awards granted at their Subgroup level into the Online Record Keeper
8. Is responsible for providing copies of Subgroup sign-ins, waivers, and the Treasury audit (if applicable) to the Emerald Hills at each Kingdom Coronation and Midreign
9. Must be capable and legally able to handle Subgroup funds
10. Must have consistent internet access readily available

### **C. Regent**

1. The Regent is in charge of fostering the Arts and Sciences for the Subgroup
2. Shall assist the Monarch in the exercise of their duties, and shall act in the Monarch's stead in their absence
3. Will become Monarch if the office is vacant
4. Shall organize events to promote the Arts and Sciences (A&S) (e.g. local A&S tournaments, craft nights, etc.) within their Subgroup

5. May bestow the following award types up to the limit allowed by their Park Level: Dragon, Garber, Owl, Rose, Lion, Smith
6. Is responsible for organizing the Subgroup's Coronation event

***D. Guildmaster of Reeves***

1. The Guildmaster of Reeves (GMR) is the representative of the Reeves Guild in the Subgroup, and is responsible for ensuring the rules of play are applied fairly and accurately within their Subgroup
2. Shall coordinate with the Emerald Hills GMR to administer the current Emerald Hills Reeves Test and Emerald Hills Corpora Test for Subgroup Residents
3. Shall act as adjudicator of rules disputes within their Subgroup
4. Is responsible for assisting the Monarch in enforcing the Amtgard Code of Conduct within their Subgroup
5. Is responsible for assisting the Champion with weapon and armor safety and legality

***E. Champion***

1. The Champion is the primary safety officer within their Subgroup
2. Is responsible for checking all weapons and armor for safety and legality
3. Is responsible for maintaining the lost and found for the Subgroup
4. Is responsible for planning and running battlegames for their Subgroup
5. May bestow the following award types up to the limit allowed by their Park Level: Battle, Gladius, Griffin, Smith & Warrior

***F. Vacated and Pro-Tem Positions***

1. If a Subgroup officer position (other than Monarch) becomes vacated, or no one qualifies for the position, a Pro-Tem replacement may be appointed through the end of the term for which the position was elected by joint agreement of the sitting Subgroup Monarch, and either the Chancellor or GMR
2. Pro-Tem Subgroup officers may only bestow up to third level awards

## **VIII. Subgroup Ladder Awards, Orders, and Titles**

- A.** Residents of a Subgroup may not receive awards, orders, or titles from other Subgroups
- B.** Ladder Awards: These awards are defined in the Amtgard Rules of Play Award Standards, and may be granted up to the limit allowed by their Park Level (See section IX. F)
  - 1. Battle
  - 2. Crown
  - 3. Dragon
  - 4. Garber
  - 5. Lion
  - 6. Owl
  - 7. Rose
  - 8. Smith
  - 9. Warrior
- C.** Progressive Orders: These Orders progress to tenth level. All levels must be earned consecutively (Monarchs have the discretion to award multiple levels of Orders to the same individual but all Orders must be given in sequence). These orders may be granted up to the limit allowed by their Park Level
  - 1. Chimera: for successfully qualifying for Subgroup Coronation Elections
  - 2. Emerald: for good preparations (garb, armor, weapons, knowledge of the rules). May only be granted to a new player(first six months), and only has one level
  - 3. Gladius: for excellent death on the battlefield or in a tournament
  - 4. Griffin: for courage, chivalry, and honor on the battlefield or in a tournament
  - 5. Jovious: for outstanding attitude. May only be granted once per reign
  - 6. Zodiac: for outstanding contributions in a single month. May only be granted once per month
  - 7. Mask: For consistent portrayal of persona
- D.** Titles: For exceptional service in the following Subgroup offices:
  - 1. Baron/Baroness: Duke of a Duchy
  - 2. Baronet/Baronette: Baron of a Barony or Regent of a Duchy
  - 3. Lord/Lady: Chancellor of a Duchy, Regent of a Barony, or Sheriff of a Shire
  - 4. Protector: Subgroup Champion at any level
  - 5. Esquire: Chancellor of a Barony or Shire, or Regent of a Shire



## **IX. Subgroup Size/Status Guidelines**

- A.** Subgroup Size/Status is calculated by unique Monthly Attendance: The number of unique sign ins in a calendar month.
- B.** Subgroup Status shall be defined/changed as follows:
  - 1. Inactive - A subgroup that has not met minimum attendance requirements for at least a Shire or has been deemed inactive by the Kingdom Monarch and Kingdom Prime Minister
  - 2. Active - A subgroup that has met the minimum attendance requirements for at least a Shire for the previous 12 months
  - 3. Subgroups may have their Status changed by joint agreement of the Kingdom Monarch and Kingdom Prime Minister by meeting the following requirements:
    - a) If the subgroup is currently Inactive, they may request to be moved to a temporary Active status for a 12 month period where they will attempt to meet the minimum attendance requirements of a Shire.
      - (1) It is required that a park under this temporary active status must have an appointed Monarch and Park Chancellor.
      - (2) If they are unable to meet this requirement at the end of the 12 month period, they will be marked as inactive once more and are unable to request another Status review for the succeeding 6 months.
    - b) A Subgroup that has met the minimum attendance requirements for at least a Shire during their temporary Active period may be reevaluated by the Kingdom Monarch and Kingdom Prime Minister and remain an active park.
    - c) A Subgroup that is currently Active but wishes to become Inactive may request so at the agreement of its Monarch, Chancellor, and GMR.
- C.** Subgroup Size shall be defined as:
  - 1. Shire
    - a) Monthly Attendance of at least 3
    - b) No time limit (any new subgroup is considered a shire)
  - 2. Barony
    - a) Monthly Attendance of at least 30
    - b) Must have been a Shire for at least 6 months
  - 3. Duchy
    - a) Monthly Attendance of at least 50
    - b) Must have been a Barony for at least 9 months
  - 4. Principality
    - a) A principality shall be a park or group of parks that has a minimum unique monthly sign ins of 90
    - b) Must be comprised of parks in good standing with the Kingdom for the last 12 months.
    - c) Must submit a request to form principality agreement which must comply at minimum with the following:
      - (1) A Principality is created for the sole purpose of petitioning the Interkingdom Circle of Monarchs to become a new Kingdom
      - (2) A Principality must operate as a chapter of Amtgard, Kingdom of the Emerald Hills, Inc. and is subject to all bylaws, and mundane laws as applicable to the Kingdom as a whole.
      - (3) All subgroups within a principality must sign an intent to merge document with the Principality and be released from their obligations under the intent to merge

agreement signed with Amtgard, Kingdom of the Emerald Hills, INC. by BoD majority vote.

- (a) New subgroups not previously subgroups of the Emerald Hills which wish to join the Principality will only sign the intent to merge document with the Principality.
  - (4) A chapter or group which intends to petition to become a principality must submit a Corpora to be reviewed and approved by the Emerald Hills Board of Directors which must
    - (a) Be no less restrictive than the Emerald Hills corpora(s)
    - (b) Comply with all federal, state, and local laws
    - (c) Not create conflict with the operations of the Emerald Hills or its subgroups
    - (d) This initially approved corpora cannot be changed again unless in agreement between a Principality althing and a majority vote of the Emerald Hills Board of Directors.
  - (5) The proposed principality must agree with the Emerald Hills Board of Directors on the borders/region of the proposed principality
    - (a) These borders after initial acceptance are subject to change only by a supermajority vote (67%+) of the Emerald Hills Board of Directors
  - (6) A principality and its subgroups will operate entirely within the bounds of their corpora and no members within a principality may run for or serve in a Kingdom office within the Emerald Hills
  - (7) The sitting Monarch of the principality has a non-voting advisory seat on the Emerald Hills BoD
  - (8) A principality must successfully register and operate as a 501(c)(7) organization within 12 months from formation.
  - (9) A principality has 24 months from the initial date of approval to petition the Interkingdom Circle of Monarchs for independent Kingdom Status, in the event that the Principality is unable to do so, the Emerald Hills Board of Directors may grant a 12 month extension to this provision by a supermajority (67%+) vote of the board.
  - (10) Upon dissolution of the Principality for any reason, all parks will need to sign a new intent to merge document with Amtgard, Kingdom of the Emerald Hills, Inc. and will return as new subgroups.
    - (a) The Emerald Hills holds no obligation to sign any intent to merge agreements with subgroups not contracted with Amtgard, Kingdom of the Emerald Hills, Inc. prior to the formation of the principality, and these parks would revert to freeholds.
  - (11) Any additional agreements that are determined to be required for elevation to Principality not covered by this Corpora shall be clearly defined in a contract signed between the principality and the Emerald Hills Board of Directors
  - (12) Any disputes between the Principality and Amtgard, Kingdom of the Emerald Hills regarding limitations or allowances will be decided by majority vote of the Emerald Hills Board of Directors
- D.** Subgroups may be promoted by: having the minimum Monthly Attendance required for the next group size for the preceding 6 month period; and approval of the Emerald Hills Monarch and Prime Minister
- E.** Subgroups may be demoted once per Reign by joint agreement of the Emerald Hills Monarch and Prime Minister for either:

1. Failing to maintain the minimum Monthly Attendance required for its size/status for 6 of the 12 preceding months or
  2. Failing to comply with the Amtgard Rules of Play; an Agreement created by the Circle of Monarchs; the EH Kingdom Corpora; a Joint Ruling of the Emerald Hills Kingdom Monarch and PM or GMR, or a decision of the Emerald Hills Kingdom Althing
- F.** Title Limits: Subgroup Monarchs may grant Titles up to the highest title which that Subgroup's Monarch is eligible to receive for exceptional service as Subgroup Monarch
- G.** Award Limits: Subgroup Officers may give Ladder Awards and Progressive Orders up to:
1. Shire: Level 3
  2. Barony: Level 5
  3. Duchy: Level 7