

DEFINITIONS: Provided per CH-01.

OVERVIEW: This document, and all those supporting it (bearing the “CH” prefix), are a social contract outlining the benefits and responsibilities of Alchemy AOE Guild Membership, and are the Alchemy AOE Charter. Individuals meeting its requirements form a community that produces the intended online experience for anyone who desires it. Some defining characteristics include:

- Exploration: Emphasis of Innovation over “Meta”
- Fellowship: Emphasis of Teamwork over Talent
- Ethics: Emphasis of Principles over Personality

Most importantly, we are united by our love of Age of Empires, and this charter lays down the terms by which our high-trust society exercises that love.

COMMUNITY STRUCTURE: The {Roles}s affecting Discord Server permissions are described below. The ability to view/write in any channel is restricted, unless otherwise noted.

i) **SERVER GENERAL** – Any user of the Alchemy server may invite anyone to join the Discord Server, and it is said that they belong to the Alchemy Community, despite not being a Guild Member or having permission-altering roles. In exchange for meeting the requirements of CH-03 (Discord Server Rules), Community members are granted read/write access to all public channels, and read access to all announcement channels.

ii) **MEMBERSHIP PROCESS** –

- {Applicant} → A server user who has messaged an {Officer} expressing interest in joining "Alchemy" and has pledged to uphold the Guild's values per CH-04 (General Membership Requirements). They receive no advanced permissions, but are in consideration for induction into the Guild.
- {Provisional Member} → An {Applicant} who the {Officers} agree would exemplify the charter, based on positive gaming experience and server interaction. The decision to award {Provisional Member}ship to an {Applicant} is complex, discretionary, and not bound to a specific time-frame. Benefits include:
 - Access to all Member discussion channels in the server (there is no channel just for {Member}s).
 - Access to the Alchemy Guild's talents in game-play, map-making, and presentation.
 - Eligibility to represent Alchemy in competitions.
 - Eligibility for {Streamer} role per CH-05.
 - Eligibility for {Cartographer} role per CH-06.

When a user of the Alchemy server becomes an {Applicant}, they are pledging to uphold our values, but when an {Applicant} becomes a {Provisional Member}, the guild has reached a subjective point where they believe that pledge. The journey to full {Member} is “green-lit” by the Alchemy Council, based on positive experiences with that person.

- {Member} → A {Provisional Member} who has been promoted to {Member} through the process described in CH-07, which involves creating content or participating with the guild. {Member}s receive all the benefits of {Provisional Member}ship, in addition to the following:
 - Access to custom server emoji.
 - Authority to host official Alchemy Community Games and post the results in the #trophy-wall.
 - Ability to read (but not write in) Alchemy Council discussions.
 - Eligibility to be an {Officer}.
- {Officer} → A {Member} who has been elevated to the Alchemy Council per CH-09, and serves the guild by requirements of that same document. Dependency on CH-09 in this context cannot be removed or modified except by consent of the general Membership. This prevents {Officer}s from changing the rules about how to become an {Officer}, since they are servants of the community.

- iii) **OFF-BOARDING** – Leaving a guild can be an unfortunate but necessary decision to pursue other goals:
- Any member who wishes to leave Alchemy need only send an {Officer} a message and it will be taken care of. As long as the roles can be adjusted in a reasonable time-frame, such a person would be welcomed back, with an accelerated re-application if they desire it.

CHANGE PROCESS: This section of the Alchemy AOE charter describes how it may change based on experience, lessons learned, or simply a fluid environment. Changes are taken seriously, and require proof that the Alchemy community will be positively impacted.

- RECORD KEEPING** – For ease of access and transparency, the charter and all supporting documents are located in an online repository:
 - “Supporting documents” in this context includes:
 - Previous revisions of charter (CH prefix, but superseded by never version)
 - Charter Change Orders (CCO prefix)
 - Image files for charter documents and worksheets are published [here: Alchemy AOE Charter](#)
- CHANGE AUTHORITY** – Unless otherwise noted, only {Officer}s have the authority to open and approve Charter Change Orders (CCOs).
- CHANGE THRESHOLD** – A minimum of 80% support is required to revise any charter document. This threshold is a fraction of total respondents. This allows decisions to be made despite inactivity.
- RECRUITING FREEZE** – The guild induction process is paused for as long as a Charter Change Order (CCO) is open and/or seeking approvals. Members cannot be removed or demoted for expressing a refusal to approve any changes.
- TIME-FRAME** – The maximum duration for which a Charter Change Order (CCO) may be open is four weeks, after which, if the CCO has failed to meet its threshold approvals, then it is rejected. A new Change Order affecting the same documents may not be opened for another 4 weeks.

BILL-OF-MATERIALS: Table 1 below summarizes the bill of materials for the Charter, and how those documents relate to the {Role}s assigned in the Alchemy AOE Discord Server, and who can change them:

Number	Description	Expected Compliance	Optional Compliance	Change Authority
CH-01	Charter Definitions	N/A	N/A	Officers
CH-03	Discord Server Rules	All Server Users	None	Officers
CH-04	General Membership	{Provisional Member}, {Member}, {Officer}	{Applicant}	Officers
CH-05	Live Video Creation	{Streamer}	{Provisional Member}, {Member}, {Officer}	Officers
CH-06	Random Map Creation	{Cartographer}	{Provisional Member}, {Member}, {Officer}	Officers
CH-07	Membership Progression	{Member}	{Provisional Member}	Officers
CH-09	Guild Leadership	{Officer}	{Member}	Members

Table 1: Relationship Between Charter Documentation and Server Roles

Expected Compliance → Adherence to CH-XX is required to maintain the role(s) in {} or “status as”.

Optional Compliance → Adherence to CH-XX is the only path to being promoted from the role(s) in {} to the corresponding role(s) {} in **Expected Compliance**



Authentication:

TechChariot#4776

XX/XX/XX

Prepared

Date

XX/XX/XX

Approved

Date

XX/XX/XX

Approved

Date

Revision	Description	Change Document	Date
Original Issue	-----	-----	XX/XX/XX

