

**New England Yearly Meeting of the Religious Society of Friends  
Permanent Board Minutes  
January 16, 2010  
Storrs Monthly Meeting - Storrs, CT**

**10-1 Opening Worship:** We opened in waiting worship.

**10-2 Roll Call:** The Recording Clerk called the roll.

**Present:** Edward Baker, Holly Baldwin, Susan Davies, Jeremiah Dickinson, Sarah Gant, Judy Goldberger, Andrew Grannell, Dorothy Grannell, Carolyn Hilles-Pilant, Jan Hoffman, John Humphries, Mary Knowlton, Allan Kohrman, Rebecca Leuchak, Dwight Lopes, Christopher McCandless, Susan Reilly, Karen Sanchez-Eppler, Patricia Shotwell, Sarah Spencer, Philip Stone, Ruah Swennerfelt, William Upholt, Donn Weinholtz

**Regrets:** Thomas Ash, Debbie Block, Beth Gorton, Sandy Isaacs, Linda Jenkins (Presiding Clerk, YM), Donald Mick, Suzanna Schell, Jane Van Landingham, Carl Williams, Susan Zeichner

**Ex-Officio:** Travis Belcher (Finance Committee Clerk), Judith Shea (Personnel Committee Clerk), Jonathan Vogel-Borne (YM Secretary)

**Staff:** Katherine Clark

**Guests:** Joe Pandolfo, Bruce Kay, Clifford Harrison

The Clerk reported that Sara Sue Pennell has resigned her position on Permanent Board.

**10-3 Minutes** of 11/21/2009 were **approved** with corrections.

**10-4 Minute of Purpose:** The Clerk reported that the letter regarding the Minute of Purpose, provided as an advance document, was sent to Clerks of NEYM Committees and all MMs, as approved in November (Minute 09-92).

**10-5 Report from Coordinating and Advisory Committee (C&A):** The Clerk reported on behalf of C&A which met last week to discuss the Priorities Budget, quarterly staff reports and Sessions Committee concerns (to be addressed later in this meeting). They also received a report from two members of the *Faith & Practice* (F&P) Revision Committee, who spoke about the challenge of continuing to carry this work after eight years. They highlighted a need for sufficient time set aside at Sessions to facilitate a process of mutual inspiration—YM gaining inspiration from consideration of the F&P draft documents and the Committee receiving inspiration from the YM's responses. Jan Hoffman, the F&P Revision Committee Clerk, responded to questions from PB members, who expressed gratitude for the Committee's continuing discernment and writing.

**10-6 Report from the YM Secretary:** Jonathan Vogel-Borne reported that this year's theme of Jubilee has taken root in various ways at both the monthly meeting and quarterly meeting levels. He spoke of a harrowing process (like breaking up the soil after plowing), as we struggle with what to let go of: "God is taking this yearly meeting and shaking us." Part of the YM Secretary's job description is to "create a structure for meeting the pastoral needs of the yearly meeting," and that was part of

the focus of last week's Ministry & Counsel meeting. We're attending to our spiritual health so we can better attend to the work of witnessing to and transforming the world. There is Life within the YM as we undergo this process of wrestling and harrowing, but Jonathan shared a phrase he had heard – "it could have been better than it will be." Acknowledging the cynicism reflected in the phrase, he wonders whether we are truly being faithful to our leadings.

**10-7 Personnel Committee Report:** Personnel Committee Clerk Judith Shea reported that the Committee has received and reviewed the staff reporting process outlined by the YM Secretary, and they have begun the work of updating the Personnel Policy Manual to reflect the new staffing structure approved by Sessions last August. She also reported on the Committee's process for developing the salary and benefits recommendations incorporated into the Priorities Budget:

- Gathering information from comparable Yearly Meetings and other organizations, the Committee concluded that NEYM would need to budget a minimum of \$65,000 to hire a new YM Secretary. Under their recommended salary of \$62,500, the NEYM YM Secretary would still be the lowest-paid executive among the northeastern YMs.
- Many organizations in the Friends Mutual Health Group pay 100% of health insurance costs for staff members. The Committee has recommended increasing the YM's contribution to cover 100% of health insurance premiums for staff (up from 80%) and continuing to cover 80% of premiums for family members.
- Finally, the Clerk reported that the cost of living adjustment for all salaries will be close to 2% (awaiting numbers to be published by the government in February).

**10-8 Finance Committee Report:** Finance Committee Clerk Travis Belcher reported that the Committee has not met since PB's November meeting. He highlighted the upcoming gathering for MM finance committees on Saturday, March 6 at the Amesbury meetinghouse. Called "Funding our Vision: Local Meeting Finances and NEYM Priorities Budget Day", the gathering will combine a discussion of best practices for MMs in the morning with an opportunity for MMs to give input into the YM budgeting process in the afternoon.

As in recent years, the YM is helping Friends Camp cover its annual winter cash flow challenge by temporarily depositing some of the YM's funds in the Friends Camp operating account. Once deposits for this summer's camps start coming in, the YM funds will be transferred back to the YM.

The Committee will start honing next year's budget at the end of this month, so committees anticipating unusual expenses should alert the Finance Committee Clerk or the YM Secretary as soon as possible.

**10-9 Treasurer's Report:** Acting Treasurer Jonathan Vogel-Borne, presented the Treasurer's Report for the quarter ending 12/31/2009. He first reviewed the "Statement of Activities FY09 and Budget FY10" on page 51 in the 2009 Minute Book, highlighting the good news that individual and monthly meeting contributions

slightly exceeded the budgeted amounts. Of the roughly 300 individual contributors, 5 people contributed a total of \$70,000, including a \$25,000 gift received in early FY09.

In reviewing the report for the First Quarter of FY10, he noted that an additional \$8,000 in individual contributions has been received after January 1. A new contribution from Wellesley Meeting has also just been received. Therefore, we are at roughly the same place we were this time last year (minus the special \$25,000 gift mentioned above), so the Treasurer is comfortable with our current position.

Friends accepted the Treasurer's report and expressed gratitude for Jonathan's willingness to take on these additional responsibilities for this interim period.

**10-10 Priorities Budget – First Draft:** The YM Secretary reviewed the new budget process, beginning with the preparation in December of an initial draft, drawing upon discussions with Gerald Sazama (Storrs), who has served as a planning consultant, and input from other staff. Further input from Personnel and Coordinating & Advising committees helped produce the "First Draft" being presented today to PB. With input from YM committee clerks, Finance Committee will review and revise this draft before posting it on the YM website in February. MMs will provide further input at the March 6<sup>th</sup> gathering, and in April the Finance Committee will prepare the Second Draft to present to PB in May. The Finance Committee will then prepare the final budget to present to Sessions.

A primary goal of this process is to engage more people at earlier stages of the budget development process so that there is broader "buy-in" when the budget is finally presented to Sessions.

Jonathan reviewed the detailed calculations presented in the Priorities Budget, explaining the changes in expenses incorporated within each of the priority levels and their impact on the projected gap in income.

Jonathan also reviewed the calculation of working capital reserves as a percent of annual budget, highlighting the significant difference resulting from whether or not you include Sessions income and expenses in the calculation. Since Sessions expenses (other than staff time) are covered by collected fees, Jonathan believes they should not be included, yielding a greater percentage of annual budget available as working capital reserves (roughly 29% vs 22%). Jonathan is comfortable with our current position.

One Friend shared his continued discomfort with the increased reliance on individual contributions to meet our budget, noting that such contributions are unstable and unpredictable. Some discussion of Development Committee's recent and planned fundraising efforts followed. Another Friend reminded us that in the early 1990s, the YM implemented a process of budgeting the use of large gifts over a period of five years to reduce the inherent instability.

After some further discussion of the priorities outlined in this First Draft, the Clerk stated his sense that PB approves of the process thus far and accepts what the YM Secretary has brought to us, knowing that we will have further opportunities for input and discernment.

**10-11 Report from Sessions Committee:** Christopher McCandless read from the recent Sessions Committee minutes describing their discernment concerning a Mid-Year Gathering and their referral of the question to PB. He asked PB to consider whether a Mid-Year Gathering might be an opportunity to gather not only for worship and fellowship, but also to conduct some business. One Friend expressed the concern that, unlike some other YMs, NEYM has not delegated decision-making authority to any body other than PB. Following a lengthy discussion of the possible timing, structure and purposes for a gathering, **Friends approved the following minute:**

**Friends recognized many very good reasons for gathering together – worship, fellowship, committee work, discernment of vision and/or structure – and we encourage Friends throughout the YM to continue seeking and creating opportunities for doing so. We embrace the concept of a YM gathering in addition to Annual Sessions, and we will continue our discernment about the function and structure of such a gathering. We were unable, however, to reach unity in response to the request from Sessions Committee, and we are not clear to organize a Mid-Year Gathering this spring.**

Additionally, Jonathan reported that Sessions Committee has met three times already, with intense energy. Much work has been accomplished, but much remains to be finalized. They have decided not to invite outside speakers, and there will be no keynote address nor Bible Half Hours; they decided not to have our usual committee-sponsored workshops; they have decided not to include a visit to the Great Meetinghouse in Newport; and they are considering holding off celebrating the 350<sup>th</sup> anniversary of the Yearly Meeting until sessions 2011. A key element of this year's sessions will be meeting in daily "anchor groups". Waiting worship/discernment and "essential" business will be the focus of business sessions.

**10-12 Report on Moses Brown School incorporation:** The Clerk reported that the Working Group on MBS Incorporation has met once since November and has another meeting scheduled in a few weeks. Charles White, who has been retained to represent NEYM during the incorporation process, has prepared a 'red line' version of all the legal documents. They are still working toward agreement on the structure of a commitment from MBS Board that the school's mission includes not only providing a Quaker education but also the education of Quakers.

**10-13 Travel Minute:** PB received a written report on Marion Baker's (Weare) recent trip to Kenya, traveling in the ministry. She has an open-ended travel minute, endorsed by PB, to support those in ministry in East Africa, especially women and youth. The Clerk read excerpts of her report, including some of the endorsements from Meetings she visited.

**10-14 Closing Worship:** We closed in waiting worship, planning to meet again on Saturday, March 20, 2010, at Hanover MM at 9:30 AM.

Edward Baker, Clerk  
John Humphries, Recording Clerk

**New England Yearly Meeting of the Religious Society of Friends**  
**Permanent Board Minutes draft**  
**November 21, 2009**  
**Moses Brown School, Providence, RI**

**09-75 Opening Worship:** We opened in waiting worship.

**09-76 Roll Call:** The Recording Clerk called the roll.

Present: Edward Baker, Holly Baldwin, David Baxter, Travis Belcher, Debbie Block, Susan Davies, Jeremiah Dickinson, Sarah B. Gant, Judy Goldberger, Andrew Grannell, Dorothy Grannell, Carolyn Hilles-Pilant, Jan Hoffman, John Humphries, Sandy Isaacs, Linda Jenkins, Mary L. Knowlton, Allan Kohrman, Rebecca Leuchak, Dwight Lopes, Christopher McCandless, Donald K. Mick, Marnie Miller-Gutsell, Karen Sanchez-Eppler, Suzanna Schell, Nat Shed, Patricia Shotwell, Philip Stone, Ruah Swennerfelt, William Upholt, Jane Van Ledingham, Jonathan Vogel-Borne

Regrets: Tom Ash, Beth Gorton, Susan Reilly, Judith Shea, Sarah Spencer, Donn Weinholtz, Carl Williams

Guests: Kimberly Allen, Matt Glendenning, Habib Gorgi, Clifford Harrison, Ed Mair, Allan Sifferlen, Janice Sifferlen, Charles White, Elizabeth Zimmerman

**09-77 Minutes** of 8/6/2009 were **approved** with corrections.

**09-78 Report on Moses Brown School incorporation:** The Clerk reviewed the minute approved by Sessions (Minute 09-24) authorizing PB to complete the necessary tasks to implement the incorporation of Moses Brown School (MBS).

The clerk introduced Charles White (Providence), who has been retained to provide legal representation for NEYM during the incorporation process, to report on his work to this point.

Charlie began with a review of recommended changes to some key documents, growing out of his meetings with NEYM's Working Group on MBS incorporation and detailed in the memo (dated 10/25/09) provided to PB in advance. He shared his experience of a sense of openness and willingness on the part of MBS leadership to maintain and strengthen the Quaker influence on the school.

One member of the Working Group noted that a primary concern is incorporating language in the documents that will ensure NEYM participation in decision-making during unforeseen future challenges and major transitions at MBS.

One Friend urged PB and the Working Group to remember that the requirement for Quaker representation on the MBS Board of Overseers is "not less than one-third" of the membership, making one-third the minimum and not a fixed target.

Friends felt at ease with the recommendations presented. The Clerk reminded Friends that Charlie is negotiating with the attorney for the MBS Board, with input from the Working Group, to arrive at language that will meet the needs of both the School and the Yearly Meeting. Once the attorneys agree on their final version of the documents, those documents will have to be reviewed and approved by both the MBS Board and PB.

**09-79 Membership of the Working Group on MBS Incorporation:** At the 8/6/09 meeting, PB approved having the Clerk seek additional members for the Working Group who would begin participating immediately, with the anticipation of being formally approved at this meeting (Minute 09-65). The Clerk presented the names of four Friends who have been participating, or who have expressed their interest in participating, in the Working Group: Sam Baily (Amesbury), Debbie Block (Providence), Pamela Dahlberg (Providence), and Janice Sifferlen (Lawrence). **Friends approved** these new members of the Working Group on MBS Incorporation.

**09-80 Report from Committee on Nurturing Friends Education at Moses Brown School:** Elizabeth Zimmerman (Providence) reviewed the work of the Committee in the past year, along with the goals and mission of the Committee. She reported on her interactions with the Lower School's Quaker Life Committee and her participation in worship with students at the school. She also reported that a number of specific tasks have been taken up by NEYM volunteers not serving on the NEYM Committee. One such task was the creation of a website for the Committee: [www.nurturingfriendsed.org](http://www.nurturingfriendsed.org).

The Committee brought forward a proposal to expand its membership by adding two ex-officio positions, one for the Clerk of the MBS Board of Overseers and one for either the Clerk of Permanent Board or the YM Presiding Clerk. As part of the PB task of moving this committee from an ad hoc basis to permanent status, the Clerk suggested that the Committee develop a proposed statement of Purposes and Procedures that would include this new membership structure, along with the goals and mission for the committee. This document should be brought to PB for approval at a later meeting. **Friends approved** this course of action.

**09-81 Report from Coordinating and Advising Committee (C&A):** YM Presiding Clerk Linda Jenkins reported on behalf of C&A. She reminded Friends that the expanded C&A committee, approved as part of the staffing restructure, consists of the Presiding Clerk, the Clerk of Permanent Board, the Clerk of Ministry and Counsel, and the Yearly Meeting Treasurer or Clerk of the Finance. The committee met twice this fall, and both meetings have included work to monitor and facilitate the development of the staff work plan.

One of the roles of the Committee within the new structure is to serve as the supervisory body for the YM Secretary, a role they are "feeling their way into." Edward Baker, Clerk of PB, has been named by the committee to serve as the YM Secretary's supervisor. He reported that he and the YM Secretary have initiated a practice of weekly phone reports and frequent face-to-face meetings.

Linda also shared about the experience of C&A members when they gathered recently at Cambridge Meeting and made time to meet with Cambridge Friends to discuss the relationship between the YM and MMs. The dialogue was "welcoming and honest," with some Friends expressing questions and concerns about the YM's role (or lack thereof) in the life of MMs. This experience highlights the need for intervisitation and outreach to MMs to improve their understanding of the work of the YM.

**09-82 Report from the YM Secretary:** Jonathan Vogel-Borne reflected on this fall's transition into his new position as YM Secretary. He spoke of the challenge of Jubilee ("What do you let go fallow?") and of the struggle Sessions Committee is having with how to implement Jubilee in planning for next August ("How much non-structure can we risk?"). He spoke of the focus on worship (M&C retreat and upcoming extended worship gatherings) growing out of last April's mid-year gathering and about the possibility of a public witness in June to mark the 350<sup>th</sup> anniversary of Mary Dyer's hanging in Boston.

He reviewed the Staff Work Plan, noting that the Priorities have provided a useful tool for checking in with staff members and keeping track of planned activities.

Jonathan will serve as treasurer for the FWCC triennial in 2012, and in that role he will be traveling in December to Nairobi, Kenya, for a planning meeting. Following a significant, hopeful turning point in the life of Friends United Meeting's General Board, he has also agreed to serve on a committee responsible for restructuring FUM.

**09-83 Intervisitation:** The YM Secretary reported that he is now doing less travel as part of losing the "Field" in his job title. This shift in his time commitments gives new urgency to the question of how to meet the pastoral needs of our local meetings, especially our small meetings. He encouraged PB members from larger meetings to visit smaller meetings regularly. The Clerk suggested mentioning our role on PB when we do visit, and two Friends spoke about the need for some more formal guidelines and talking points since one goal of this process is providing information about NEYM.

One Friend asked about reporting what she had learned in a recent visit to a smaller meeting in her Quarter – with whom should she share the concerns that emerged? Friends are encouraged to take such concerns to the Quarter, as well as share them with the YM Secretary.

**09-84 Treasurer's Report:** David Baxter, who is completing his service as YM Treasurer, presented the FY2009 Year-End financial report, highlighting the good news that total contributions from both individuals and MMs turned out to be almost exactly what was budgeted. Staff implemented a number of cost-saving measures (some of which, he suggested, would not be sustainable in the long-term), resulting in total expenses being below what was budgeted. Therefore, if we ignore the loss on investments (which we do not control), the YM had a net positive income for the fiscal year. Friends gratefully accepted this report.

The Treasurer noted that this year's budget priority process will begin in January, in consultation with the YM Secretary.

**09-85 Report on YM Financial Support of FUM:** The Treasurer reported on the status of the implementation of Sessions' minute (Minute 09-54) regarding financial support of FUM. Under the new policy (which will expire at the end of September 2010 unless extended) a MM can include a letter with its contribution, instructing the YM to withhold the portion that would go to FUM.

Before the end of FY2009, the Treasurer received one check with such a letter. The percentage of the YM budget allocated to FUM in FY2009 was 1.5%. The

amount of the contribution was \$42, so 63 cents were subtracted from the amount NEYM contributed to FUM at the end of the year.

This year the relevant percentage for the purpose of this calculation is 1.9%.

MMs wishing to make use of this policy should send a letter, signed by the Clerk, preferably with a copy of the minute approved at a Meeting for Business, documenting the MM's intention.

The Treasurer again noted his concern about this process, which gives to individuals and MMs the power to change the budget. One Friend reminded us that Sessions had also decided to establish a fund for FUM-specific contributions, allowing concerned Friends to "make up the difference" and so maintain the FUM contribution at the budgeted level. The Treasurer confirmed that the bookkeeper is working out the process for administering such a fund.

**09-86 Minute of Gratitude:** Friends expressed deep gratitude for the service of David Baxter as Interim Treasurer this past year. He even got a round of applause.

**09-87 Finance Committee Report:** Clerk of Finance Committee Travis Belcher reported that the Committee has nominated Ed Mair (Amesbury) to be YM Treasurer. **Friends approved** appointing Ed Mair as YM Treasurer, beginning May 1, 2010.

**09-88 Granting Authority of the Treasurer to YM Secretary:** **Friends approved** granting Jonathan Vogel-Borne, YM Secretary, the authority of the Treasurer, beginning today and continuing through April 30, 2010.

**09-89 Report of Internal Nominating Committee:** Dorothy Grannell presented the following nominations:

- Clerks Nominating Committee: Brian Drayton (Weare), class of 2013; Patricia Shotwell, class of 2013
- Internal Nominating Committee: Karen Sanchez-Eppler, class of 2013; Donald Mick, class of 2013
- Memorial Minutes: Allan Kohrman, class of 2013

**Friends approved** these recommendations.

Friends are encouraged to help the Committee identify appropriate people to fill the remaining open slots on Personnel Committee and YM Nominating Committee.

**09-90 Report of YM Nominating Committee:** Kimberly Allen (Durham), a member of the YM Nominating Committee, reported on behalf of the committee. The discussion of Jubilee and overlapping concerns of various committees (e.g. several youth-related committees) led the Committee to consider the possibility of "super committees" that would group similar committees together. Such committees would have fewer members than the combined membership of the current committees, but they might choose to set up working parties (of self-appointed members) that would seek to engage Friends from outside the committee in some aspect of the committee's work. The Nominating Committee intends to continue its discernment on this topic but brings forward the



suggestion at this time for seasoning, inviting input from PB and other Friends in the coming months.

Several Friends noted that this suggestion has a history, most recently arising out of the Procedural Review Committee's efforts. One Friend expressed the hope that this important work would move beyond development of an elegant diagram, but also wondered whether the proposed change would be addressing a cause or a symptom. Another Friend reminded us that the earlier work had been discontinued to await the outcome of the staffing restructure, and that now is an appropriate time to return to the question of committee structure.

**09-91 Filling an Open Seat on MBS Board of Overseers:** Elizabeth Zimmerman presented a letter from Donn Weinholtz, addressed to the PB Clerk, stating his need to resign from the MBS Board of Trustees. With this resignation, the number of Friends on the Board has dropped below the minimum one-third proportion at a time of significant transition. Another Quaker member of the Board was dependent on this Friend for transportation, so there is a critical need to appoint a new Friend to the Board from the same geographical area.

YM Nominating Committee has begun to develop a list of possible candidates. In the meantime, the name of a qualified and willing candidate has been brought forward. Normal process would involve bringing this nomination to Nominating Committee for approval and then to PB for approval before forwarding it to MBS Nominating Committee. Due to meeting schedules, such a process could not be completed until March 2010.

Recognizing the critical need, **Friends approved** setting aside the usual nominating process and forwarding the name of David Holdt (Hartford) as a qualified and willing candidate to the MBS Nominating Committee for consideration as an interim appointment to fill Donn Weinholtz's position for the remainder of this year.

**09-92 Vision/Mission Statement:** The Clerk reviewed PB Minute 09-66 from the 8/6/09 meeting, when PB released the three Friends who had labored faithfully with the task of drafting a vision/mission statement for the YM but also acknowledged the need to revisit this work. The Clerk asked Friends to take some time in silent worship to consider how this work might move forward or evolve.

During the lengthy discussion that followed a period of silence, one Friend suggested that we draw upon the example of Friends General Conference, which had approved a "Minute of Purpose" to guide their work.

**Friends approved** the following minute:

Responding to Sessions' expression of the need for further discernment on this question of a mission/vision statement, we believe there may be value in these words. Therefore, we will forward this statement (reprinted below) as a Minute of Purpose to the YM Committees and MMs, asking them to consider it during the coming year and to discern its usefulness for our lives together. We will then see where we are when we gather again in August, following some months of living into it.

The statement:

*Witnessing to the power of God in our lives...Spirit-led to faithful action.*

Yearly Meeting provides a voice and a center for Quakers in New England, upholding monthly and quarterly meetings through support, resources and connections so that Friends can do God's work.

New England Friends come together in worship and fellowship from a rich diversity of theological perspectives and both unprogrammed and pastoral traditions. We are called to listen deeply to the Inward Guide and to each other as we seek to be a gathered faith community.

Witnessing to the power of God in our lives, we envision a vibrant and growing Quaker presence in the world, Spirit-led to faithful action.

**09-93 Travel Minutes:**

The YM Presiding Clerk informed PB that the travel minutes which Benigno Sanchez-Eppler (Northampton) and Brian Drayton (Weare) carried with them during their travel among Friends in Peru and Bolivia have been received with endorsements from leaders of the yearly meetings in those countries. The travel minutes for these Friends had been approved by their respective Quarterly Meetings, but time constraints prevented consideration by PB prior to the trip. The Presiding Clerk had therefore provided a letter of introduction. She suggested that one or both of these Friends might be invited to report on their journey at a future PB meeting.

We heard a travel minute presented by Vassalboro Quarter for Ann Dodd Collins (Winthrop). Ann has served faithfully as Clerk of the YM's FUM Committee and as a member of the Working Party on the FUM personnel policy. She attended two FUM triennials as a representative of NEYM. According to the travel minute, Ann's "leading now is to travel among Friends ... in order to know and to be known," as she continues to carry a concern for the work of FUM. **Friends approved** endorsing this travel minute.

**09-94 Personnel Committee Report:** The Clerk reported that the Personnel Committee has begun revising the policy manual to reflect the new staffing structure approved by Sessions.

**09-95 Closing Worship:** We closed in waiting worship, planning to meet again on Saturday, January 16, 2010, at Storrs MM at 9:30 AM.

Respectfully submitted,

John Humphries  
Recording Clerk

Edward Baker  
Clerk

# ***NEW ENGLAND YEARLY MEETING OF FRIENDS***

*The Religious Society of Friends in New England*

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Witnessing to the power of God in our lives...Spirit led to faithful action

To: Clerks of Yearly Meeting Committees and Clerks of Monthly Meetings  
Re: A Mission Statement for the Yearly Meeting

Greetings Friends,

At sessions in 2008 we asked Permanent Board to consider and work on a mission/vision statement for the Yearly Meeting as part of our "year of discernment." During sessions in 2009 we heard a report from the ad hoc committee of Permanent Board which worked on this and they presented the mission statement that had been approved by Permanent Board to be brought to sessions.

Many were pleased with the wording presented, some offered a few small but useful suggested changes, but there was also some resistance to adopting these words as a statement of mission for the Yearly Meeting. We did not reach unity on the issue and the minute approved suggested more work be done. We did not return to that work during sessions and so Permanent Board took up the topic as an item of business at its November meeting. The minute we approved at that time is as follows:

Responding to Sessions' expression of the need for further discernment on this question of a mission/vision statement, we believe there may be value in these words. Therefore, we will forward this statement (reprinted below) as a Minute of Purpose to the YM Committees and Monthly Meetings, asking them to consider it during the coming year and to discern its usefulness for our lives together. We will then see where we are when we gather again in August following some months of living into it.

The statement:

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Yearly Meeting provides a voice and a center for Quakers in New England, upholding monthly and quarterly meetings through support, resources and connections so that Friends can do God's work.

New England Friends come together in worship and fellowship from a rich diversity of theological perspectives and both unprogrammed and pastoral traditions. We are called to listen deeply to the Inward Guide and to each other as we seek to be a gathered faith community.

Witnessing to the power of God in our lives, we envision a vibrant and growing Quaker presence in the world, Spirit-led to faithful action.

This letter then Friends, is that follow-up. We ask that you consider this statement of mission, gauging its usefulness to your work, and let us see where we are led at sessions in 2010.

In peace,



Edward Baker  
Clerk of Permanent Board

12:22 PM  
01/13/10  
Cash Basis

# New England Yearly Meeting

## Operating Actual Income and Expense vs. Budget Summary

### October through December 2009

	Oct - Dec 09	Budget	% of Budget
<b>Income</b>			
4010 · Individual Contributions	21,904.87	130,000.00	16.85%
4020 · Monthly Meeting Contributions	25,211.25	300,000.00	8.4%
4030 · Organizations Contributions	0.00	2,200.00	0.0%
4050 · Interest and Dividend Income	4,509.25	10,000.00	45.09%
4070 · Books and other Items	770.14	27,500.00	2.8%
4080 · Retreat Program Fees	7,823.00	47,000.00	16.65%
4085 · Sessions Program Fees	1,455.00	171,500.00	0.85%
4090 · Change in Fair Value	11,720.75		
<b>Total Income</b>	<b>73,394.26</b>	<b>688,200.00</b>	<b>10.67%</b>
<b>Expense</b>			
5000 · Staff	70,731.62	270,021.00	26.2%
5075 · Undistributed Credit Card Charge	3,530.67		
5100 · General & Administration	9,398.73	57,995.00	16.21%
5300 · Travel & Conferences	4,784.30	25,650.00	18.65%
6000 · Programs	10,364.75	258,575.00	4.01%
6140 · Books and Other	134.49	25,500.00	0.53%
6200 · Benevolence	0.00	39,009.00	0.0%
6600 · Publications	673.00	11,450.00	5.88%
<b>Total Expense</b>	<b>99,617.56</b>	<b>688,200.00</b>	<b>14.48%</b>
<b>Net Income</b>	<b>(26,223.30)</b>	<b>0.00</b>	

# New England Yearly Meeting

## Income & Expense Prev Year Comparison Detail

### October through December 2009

	Oct - Dec 09	Oct - Dec 08	% Change
<b>Income</b>			
4010 · Individual Contributions	21,904.87	51,333.02	(57.33%)
4020 · Monthly Meeting Contributions	25,211.25	59,178.68	(57.4%)
4050 · Interest and Dividend Income	4,509.25	2,870.00	57.12%
4070 · Books and other Items	770.14	298.60	157.92%
4080 · Retreat Program Fees	7,823.00	5,826.00	34.28%
4085 · Sessions Program Fees	1,455.00	0.00	100.0%
4090 · Change in Fair Value	11,720.75	(11,816.76)	
<b>Total Income</b>	<b>73,394.26</b>	<b>107,689.54</b>	<b>(31.85%)</b>
<b>Expense</b>			
5000 · Staff	70,731.62	70,212.66	0.74%
5075 · Undistributed Credit Card Charge	3,530.67	0.00	100.0%
5100 · General & Administration	9,398.73	18,111.80	(48.11%)
5300 · Travel & Conferences	4,784.30	3,291.29	45.36%
6000 · Programs	10,364.75	7,664.17	35.24%
6140 · Books and Other	134.49	0.00	100.0%
6600 · Publications	673.00	4,178.14	(83.89%)
<b>Total Expense</b>	<b>99,617.56</b>	<b>103,458.06</b>	<b>(3.71%)</b>
<b>Net Income</b>	<b>(26,223.30)</b>	<b>4,231.48</b>	

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**Statement of Activities FY09 and Budget FY10**


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<b>Income</b>	<b>OCT '08 – SEP '09</b>	<b>FY09 BUDGET</b>	<b>FY10 BUDGET</b>
4010 · Individual Contributions	130,385.61	130,000.00	130,000.00
4020 · Monthly Meeting Contributions	286,307.89	285,000.00	300,000.00
4030 · Organizations Contributions	2,577.25	2,200.00	2,200.00
4050 · Interest and Dividend Income	7,977.79	12,000.00	10,000.00
4070 · Books and other Items	16,027.87	27,500.00	27,500.00
4080 · Retreat Program Fees	37,901.00	47,000.00	47,000.00
4085 · Sessions Program Fees	173,177.31	171,500.00	171,500.00
<b>Total Income</b>	<b>654,354.72</b>	<b>675,200.00</b>	<b>688,200.00</b>
<b>Expense</b>			
5000 · Staff	258,633.25	266,521.00	270,021.00
5100 · General & Administration	53,138.12	65,995.00	57,995.00
5300 · Travel & Conferences	20,554.69	27,650.00	25,650.00
6000 · Programs	222,840.13	256,675.00	258,575.00
6140 · Books and Other	14,251.53	25,500.00	25,500.00
6200 · Benevolence	30,312.44	31,350.00	39,009.00
6600 · Publications	18,468.99	18,450.00	11,450.00
<b>Total Expense</b>	<b>618,199.15</b>	<b>692,141.00</b>	<b>688,200.00</b>
<b>Non-Operating Activities</b>			
4090 · Change in Fair Value	(34,301.33)		
4000 · Reconciliation Discrepancies	(3,000.00)		
<b>Net Income</b>	<b>(1,145.76)</b>	<b>(16,941.00)</b>	<b>0.00</b>

# Proposed Fiscal Year 2011 Priorities Budget, 1-13-2010

—Developed by Jonathan Vogel-Borne & Jerry Sazama with input from the Coordinating & Advisory Committee

Assumptions: 1) Fund benefits/salary increases and restore benevolences 2) Take a conservative view of changes in income

Changes in Expenses:	Estimated Change from FY 2010 Budget	Priority Levels	Changes in Income:	Estimated Change from FY 2010 Budget
1.1 Health Care Premiums			2.1 Contributions from:	
10% (estimated) increase in health care costs (required)	\$5,000	0	Monthly Meetings	\$6,000
100% employee, 80% family members (Personnel Cttee) §	\$5,500	1	Individuals	(\$5,000)
1.2 Staff			2.2 Interest and dividend income	\$1,000
1.8% Cost of Living Adjustment (COLA) (Personnel Cttee) §	\$3,680	1	2.3 Increase fee for retreats and Sessions	\$3,000
Increase YM Secretary salary package (Personnel Cttee) §	\$19,357	2	<b>Total Changes in Income:</b>	\$5,000
Office help part-time (one day/week)	\$7,000	5		
1.3 Increase in administrative expenses				
Publications (NE Friend online, new Minute Book strategy)	\$0		<b>Projected Gap in Income by Priority Level:</b>	
Office (needed equipment & software purchases)	\$4,000	1	Level 0: Flat budget, increased health care costs (required)	\$0
Travel (full-cars, fewer conferences)	\$0		Level 1: Level 0 + COLA +100% health + admin expenses	(\$13,180)
1.4 Restore benevolences (FWCC, FGC, FUM) to FY2008 levels	\$16,746	3	Level 2: Level 1 + Increase YM Secretary salary package	(\$32,537)
5% increase of benevolences beyond 2008 levels	\$2,400	4	Level 3: Level 2 + Benevolences	(\$49,283)
1.5 Increase budget reserves §§	\$0		Level 4: Level 3 +5% Benevolences	(\$51,683)
<b>Total Change in Expenses, all priority levels:</b>	\$63,683		Level 5: All Priorities	(\$58,683)

## Priority Levels by Description

Level 0: Flat budget	Level 1	Level 2	Level 3	Level 4	Level 5
Increased health care cost	Increased health care cost	Increased health care cost	Increased health care cost	Increased health care cost	Increased health care cost
	1.8% COLA	1.8% COLA	1.8% COLA	1.8% COLA	1.8% COLA
	100% employee health	100% employee health	100% employee health	100% employee health	100% employee health
	Increase admin expenses	Increase admin expenses	Increase admin expenses	Increase admin expenses	Increase admin expenses
		YM Secretary salary	YM Secretary salary	YM Secretary salary	YM Secretary salary
			Restore Benevolences	Restore Benevolences	Restore Benevolences
				5% Benevolences	5% Benevolences
					Office help part-time

§ 1/4/2010 Personnel Cttee: "All staff: We recommend paying 100% of the premium for health insurance for the individual staff member, keeping dependents and spouses at the 80%

• "We recommend COLA increases of \_\_\_\_\_ for all staff as called for in the Personnel Policy Manual."

Most recent data—The Boston area Consumer Price Index (CPI) over the 12 month period ending November 2009 was 1.8%. Final data will be based on January 2009 CPI.

• Yearly Meeting Secretary: If this position were vacant today we believe we would need to budget \$60,000 to \$70,000 to fill the opening.

We would like to move our YM Secretary into this range, at the very least, as quickly as possible.

A minimum number we came to in our discernment is \$62,500. We are open to further discernment on this topic.

§§ From the NEYM Treasurer's Manual: "It is the Finance Committee's policy to begin each fiscal year with working capital on hand equal to 25% of the year's expected expenses."

FY2010 total operations budget (minus the in/out of \$218,595 at the annual Sessions) = \$450,530 | 25% of the total FY2010 operations budget = \$112,633

9/30/2009 working capital = \$149,064 or 33% of the total operations budget (from the 9/20/2009 Balance Sheet on page 52 of the 2009 Minute Book)