

**New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes
January 22, 2011
Wellesley Monthly Meeting – Wellesley, MA**

11-01 Opening Worship: We opened in waiting worship.

11-02 Roll Call: The Recording Clerk called the roll.

Present: Edward Baker, Aimee Belanger, Susan Davies, Jeremiah Dickinson, Sarah Gant, Andrew Grannell, Dorothy Grannell, Galen Hamann, John Humphries, Sandy Isaacs, Allan Kohrman, Rebecca Leuchak, Dwight Lopes, Christopher McCandless, Sarah Sue Pennell, Suzanna Schell, Patricia Shotwell, Carolyn Stone, Philip Stone, Jane Van Landingham, Donn Weinholtz, Rosemary Zimmermann

Regrets: Jennifer Baily (Personnel Committee Clerk), Holly Baldwin, Debbie Block, Judy Goldberger, Beth Gorton, Jan Hoffman, Linda Jenkins (YM Presiding Clerk), Mary Knowlton, Donald Mick, Karen Sanchez-Eppler, Ruah Swennerfelt, Carl Williams

Ex-Officio: Travis Belcher (Finance Committee Clerk), Ed Mair (Treasurer), Jonathan Vogel-Borne (YM Secretary)

Guests: Cynthia Ganung, Ben Guaraldi, Nancy Haines, Clifford Harrison, Jacqueline Stillwell

11-03 Minutes of 11/22/2010 were **approved** with corrections.

11-04 Purpose and Procedures for Permanent Board: The Clerk asked Friends to consider the current Purpose and Procedures (P&P) document for PB, along with the description of PB in the 1987 *Faith and Practice* (F&P). Several aspects of these documents were reviewed and discussed, including:

- Role and structure of Coordinating and Advisory Committee (C&A);
- Staff supervision process and structure (C&A supervises YM Secretary, who supervises all other staff);
- Personnel Committee's role in receiving grievances, reflecting that committee's belief that it's important to separate this role from the supervision function of C&A;
- Need to update Purpose and Procedures documents for Personnel Committee and Moses Brown School Board (to be done by those committees, with input from C&A);
- Difference in language used in F&P and P&P to describe PB's authority to act upon behalf of the YM between Annual Sessions (seems appropriate that P&P is more precise since it is updated more frequently);
- Concern that PB would lose continuity and institutional memory if it were a representative body rather than an appointed body;

- Lack of explicit acknowledgment that PB welcomes the participation of visitors in our meetings and discussions;
- Lack of language highlighting the worshipful nature of our meetings, with consideration of holding one another in prayer and joining one another in worship as we attend to business;
- Concern that we strengthen the structure of support for smaller MMs, recognizing that the health of the MMs is a primary factor in the health of the YM: Which group(s) or individual(s) have or should have specific care for this concern and provide a place for MMs to turn when struggling? Should PB take up this challenge, identifying PB members who will engage in intervisitation and attend to the vitality of the organization?
- Age and geographic diversity of PB membership, with appreciation for Nominating Committee's continuing efforts to encourage YAF participation; and
- Desire for alternative/more immediate ways for Friends from throughout the YM to communicate with each other, identifying needs and opportunities.

Friends approved removing Office Facilities Oversight from the list of committees under the care of PB and adding Memorial Minutes Committee, changing it from ad hoc status.

PB asks Memorial Minutes Committee to draft a Purpose and Procedures document for the Committee and bring it to PB for review.

PB asks Personnel Committee to review its Purpose and Procedures, incorporating language from the revised Personnel Manual to reflect the new staffing structure

PB requests that *Faith and Practice* Revision Committee change the word "exceptional" to "appropriate" in the text describing PB's role in recommending to the YM memorial minutes for publication.

PB reminds Coordinating and Advisory Committee (C&A) of the request (see Minute 10-81) that they bring to PB a report on the various recommendations for restructuring that have been heard and discussed in recent years.

11-05 Minute of Purpose: The Clerk reviewed the Minute of Purpose (printed below; see PB Minute 09-92). Only two MMs have responded to PB's request that they labor with this minute. One responded that they did not find it useful, while the other MM suggested a small change. Following a lengthy discussion about the potential value of the statement to YM staff and to MMs and about the challenges of engaging MMs in such dialogue, the Clerk agreed to work with the YM Communications Director to communicate to MMs and committee clerks that this question is still open, and that we hope to look at it again at Sessions 2011.

Minute of Purpose

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.

11-06 Report from Sessions Committee: Christopher McCandless reported that Sessions Committee met last weekend for the first time since September. Drawing upon the efforts of a working party tasked with identifying a theme for this year's sessions, the Committee has approved focusing on both the 350th anniversary of NEYM and environmental concerns embodied in the campaign to reduce the atmospheric carbon dioxide concentration to 350 parts per million (see www.350.org). Five YAFs participated in the recent meeting. While the exact wording of the theme is still under discussion, some elements of the Sessions program and schedule are emerging:

- Plenary speakers that will present ideas and challenges to be addressed within affinity groups;
- An opportunity for a limited number of Friends to travel to the Great Meeting House in Newport, RI, for worship, community service and a public vigil (the number of people in the meeting house is limited by the fire code);
- Meetings to hear God's call; and a
- Tuesday evening choral production "The Fire & the Hammer," based on the life of George Fox and conducted by John Sheldon of Britain Yearly Meeting.

11-07 Coordinating and Advisory Report: Edward Baker and Jonathan Vogel-Borne reported for the Committee.

- YM Presiding Clerk Linda Jenkins is planning to write an article for *New England Friend* that addresses concerns about the Minute of Sending Forth approved at 2010 Sessions.
- Linda hopes that PB will bring a recommendation to Sessions regarding the process for providing financial support to Friends United Meeting (see NEYM Minutes 09-54 and 10-12): Should the YM continue the current process or alter it?
- Peace & Social Concerns Committee is helping to coordinate the planning for the "Call to Witness and Day of Discernment," scheduled for April 22-23. The schedule includes participation in the Good Friday peace vigil on Boston Common organized by Cambridge Friends, a Friday evening program at

Beacon Hill Friends House, and an all-day session at the Wellesley meeting house that will involve worship, discussion and possibly a business meeting.

11-08 YM Secretary Report: Jonathan Vogel-Borne, YM Secretary, reported that he is encouraged by the Life that is bubbling up across the YM. He read a note from the Clerk of Providence Friends Meeting. Words celebrating the vitality of the Meeting and the recent use of the Providence meetinghouse for meetings of YM Ministry & Counsel and C&A Committee were followed by an invitation to strengthen the connection between the MM and the YM. Jonathan also spoke of the YAF group at Burlington that serves food at a local park, the recent memorial service for Hattie Forsythe at Putney, and healing that is occurring at Wellesley.

Staff – Smithfield MM has laid down the pastorate, so Marnie Miller-Gutsell (YM Archivist) has been released from her service as pastor and will be preaching her last sermon in February; whether she will continue to serve as YM Archivist is not yet clear. YM Accounts Manager Allie Hersey's husband has been in the hospital, making her less available for YM work. Kevin Lee & Gretchen Baker-Smith are still doing great work together, coordinating the JYM and JHYM programs. Nia Koch, YF/YAF Coordinator, is doing a tremendous job, as reflected in the waiting list for the last YF retreat. Her six month trial period has ended, and she has accepted the offer of continuing her service. YM Christian Education Coordinator Beth Collea's recent tour of meetings in Vassalboro Quarter was a fruitful way to build connections and strengthen MM religious education programs. Kevin, Beth and Jonathan will be collaborating on a retreat at Woolman Hill: "Caring for One Another." YM Communications Director Jeff Hipp is settling in well, and Jonathan is happy that Jeff knows as much about computers as he does (relieving Jonathan of his IT department hat). There have been two all-staff meetings since Sessions, including one attended by the Director of the New England Friends Home, Barbie Rugg.

Wider World – Colin Saxton will begin his work as FUM General Secretary in January 2012. FUM's General Board continues to struggle with the tensions present within the organization. Following this summer's Triennial in Wilmington, OH, a new General Board will sit together in the fall. Mary Lord is clerking a 6-person restructure working group that includes Jonathan. Last year they proposed a plan to devolve direct management of FUM's various institutions (e.g., hospitals, schools and the like) to YMs, hopefully allowing FUM to focus on new things we can do together. The working group is currently moving toward identifying "lead partnerships" to work with the various projects and institutions. One proposal is to move toward an FCNL-type structure with a large annual meeting of representatives, and with a smaller, appointed Board.

Priorities Process Budget – Jonathan reviewed the draft of the Priorities Process Budget that was distributed with the advance documents and responded to questions about the proposed increases embodied in the various priority levels.

Website – Jonathan noted that NEYM will be one of the pilot participants in the new program by Friends General Conference to help YMs and MMs develop or improve their websites. Jeff Hipp will be working with FGC staff on this project.

11-09 Treasurer's Report: Ed Mair, YM Treasurer, presented the year-to-date financial report (as of January 19), observing that the figures are satisfactory and comparable to the previous year's figures at the end of the first quarter.

11-10 Development Committee Report: Nancy Haines, Clerk of the Development Committee, reported for the Committee. Roughly 300 people make donations to NEYM, with about 30 donors giving monthly. The Committee's focus this year will be on maintaining the current base and expanding the number of donors. Written testimony with photos of individual donors, being published in the *New England Friend*, will "put a face on" the donors. An improved database will facilitate generating reports and tracking donors.

Nancy reported on the ad hoc Listening Committee, a joint project of the Development Committee and the Finance Committee that is being coordinated by Jerry Sazama and Bruce Hawkins. The ad hoc committee is organizing visits to MMs with the goals of strengthening relationships between MMs and the YM and understanding what MMs want and need from the YM. Nancy presented a proposal that PB assume the care of the ad hoc committee to make it clearer that this process is about relationships and not just about money.

During the discussion that followed, Friends clarified the differences between the goals of this process and the intervisitation effort happening under the care of YM Ministry & Counsel. The latter is focused more on traditional travel in the ministry, to "know and be known", while the Listening Committee process is focused on the long-term relationship and communication between MMs and the YM. The Listening Committee has a specific set of questions that they are asking MMs to respond to, with a form used to report back on the discussion.

Friends approved taking the ad hoc Listening Committee process under our care. The report on this experience will come back to us, and PB will have a role in determining how the findings should be used.

11-11 Finance Committee Report: Travis Belcher, Clerk of the Finance Committee, reported that the Committee has not met since the last PB meeting. They are preparing for the "Funding Our Vision" gathering on April 2 at Concord (NH) Meeting. Like last year's gathering, the focus is on bringing together MM treasurers and finance committee members to learn from each other, sharing ideas about how to resolve common issues.

11-12 Report from Puente de Amigos Committee: Cynthia Ganung reported on behalf of the Committee.

The clearness process for Victoria Hollingsworth Rhodin, who was previously approved by PB as a representative to Cuba YM (see Minute 10-85), has been completed, and Hanover MM has written a letter of introduction. The Clerk read the letter. **Friends approved** uniting with this letter.

The Committee is pleased to recommend that Benigno Sanchez-Eppler (Northampton) be approved for travel in the ministry as an additional representative of NEYM to Cuba YM. **Friends approved** this recommendation.

Cynthia also reported the good news that NEYM has once again been granted a license to travel to Cuba as a "church" under U.S. law. This change in status will

allow larger groups to travel to Cuba and may facilitate the process of securing visas for Cuban visitors to NEYM.

11-13 Travel Minute for Benigno Sanchez-Eppler: The Clerk presented a travel minute for Benigno Sanchez-Eppler (Northampton) (born Benigno Ramon Sanchez Ulloa), previously approved by Northampton Monthly Meeting. The minute describes way opening for Benigno to travel to Cuba Yearly Meeting in February 2011, serving in the role of elder for Noah Baker Merrill and Victoria Hollingsworth Rhodin.

Friends approved endorsing this travel minute. It will be considered by Connecticut Valley Quarterly Meeting at its meeting on February 6, 2010.

11-14 Travel Minute for Ruah Swennerfelt: The Clerk presented a travel minute for Ruah Swennerfelt (Burlington), previously approved by Burlington Monthly Meeting and endorsed by Northwest Quarter. The minute describes Ruah's travel to visit, "Sustainable Cities, and 'green' initiatives in Europe, Israel, the Palestine Territories and North America," for the purpose of strengthening the relationships of those working for the sustainability of the earth around the world. **Friends approved** endorsing this travel minute.

11-15 Report of Internal Nominating Committee: Donn Weinholtz, Clerk of Internal Nominating Committee, reported the following recommendations:

- Clerks Nominating: Debbie Humphries (Hartford), class of 2014
- Internal Nominating: Judy Goldberger (Beacon Hill), class of 2014
- Memorial Minutes: Patsy Shotwell (Wellesley), class of 2013; and Sarah Spencer (Beacon Hill), class of 2014

Friends approved these recommendations.

Donn also reported that Carl Williams has resigned from the Memorial Minutes Review Committee.

11-16 Report of YM Nominating Committee: Christopher McCandless, co-convener of the YM Nominating Committee, reported the following recommendation:

- Permanent Board: Ben Guaraldi (Beacon Hill), class of 2015

Friends approved this recommendation.

Christopher also noted that Jessica Hipp's name was inadvertently omitted from the Minute Book's list for Christian Peacemaker Teams, but she was included in the list approved by PB at its August 12, 2010, meeting.

11-17 Other items:

- Nancy Haines announced that the Friends General Conference Annual Gathering will be held at the University of Rhode Island in July 2012. Nancy and David Haines are serving as co-clerks of the Gathering Planning Committee, and they are recruiting other interested Friends who wish to serve on the committee.
- Jeanne McKnight has written the Clerk that, as required by law, she is informing YM of a potential conflict of interest. Her firm represents the Town of

Mattapoisett, and there is a pending case involving Mattapoisett MM and the Town. The Clerk accepted the finding that should this case move forward, she would be representing the Town and not the YM.

- Jeanne McKnight also asked to be relieved soon of her service as legal advisor to the YM. Phil Stone shared his perspective that the YM needs someone in a Massachusetts law firm large enough to have easy access to the advice of colleagues on questions outside her/his specific expertise.

11-18 Minute of Appreciation: PB expresses its deep appreciation for the long and diligent service of Jeanne McKnight as the YM's legal advisor. Her expertise and thoroughness have been invaluable to us during these years marked by some significant transitions.

11-19 Closing Worship: We closed in waiting worship, planning to meet again on Saturday, March 12, 2011, at 9:30 AM at Friends Meeting at Cambridge.

Edward Baker, Clerk
John Humphries, Recording Clerk

New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes draft
November 20, 2010
Woolman Hill, Deerfield, MA

10-72 Opening Worship: We opened in waiting worship.

10-73 Roll Call: The Recording Clerk called the roll.

Present: Edward Baker, Holly Baldwin, Jeremiah Dickinson, Sarah Gant, Judy Goldberger, Jan Hoffman, John Humphries, Sandy Isaacs, Rebecca Leuchak, Dwight Lopes, Christopher McCandless, Donald Mick, Sarah Sue Pennell, Suzanna Schell, Patricia Shotwell, Carolyn Stone, Philip Stone, Ruah Swennerfelt, Jane Van Landingham, Donn Weinholtz, Carl Williams, Rosemary Zimmermann

Regrets: Jennifer Baily (Personnel Committee Clerk), Aimee Belanger, Debbie Block, Beth Gorton, Andrew Grannell, Dorothy Grannell, Mary Knowlton, Allan Kohrman, Galen McNemar, Karen Sanchez-Eppler

Ex-Officio: Travis Belcher (Finance Committee Clerk), Linda Jenkins (YM Presiding Clerk), Ed Mair (Treasurer), Jonathan Vogel-Borne (YM Secretary)

Staff: Jeff Hipp

Guests: Ben Guaraldi, Cliff Harrison

10-74 Memorial Minute: During opening worship, we heard the memorial minute for Burt Knopp (Middlebury).

10-75 Minutes of 8/12/2010 were **approved**.

10-76 YM Secretary Report: Jonathan Vogel-Borne, YM Secretary, reported that the new staff are settling in. Nia Koch (YF/YAF Coordinator) has organized the first Young Friends' retreat of the year, and the attendance was larger than in the recent past, reflecting good energy. Jeff Hipp (Communications Director/Office Manager) is finalizing the Minute Book and the Fall issue of the NE Friend. The Minute Book will go to the printer on December 9 and should reach mailboxes in early January. Allie Hersey (Bookkeeper) is very busy during these months, working to close the books on FY2010, a task that must be completed before the Minute Book can be printed. Delia Windwalker (Interim Office Manager) will continue on staff through December, and she is working with Cliff Harrison to update/upgrade the database. Jonathan completed staff evaluations in September, but he will shift the timing of the evaluations in 2011 to try to complete them in June.

Jonathan reviewed the staff work plan that was provided with the advance documents. In developing the document this year, he is working with staff to address several questions: How can we move the organization from "OK" to "Good" to "Excellent?" How can we implement our vision of growing the YM? How can we reflect the YM's vision and goals in staff work priorities?

Jonathan reported on some recent events within the YM:

- More than 100 people attended the open house for Concord MM's new meeting house, which is both beautiful and very energy efficient;

- Joyce Ajlouny, Director of Ramallah Friends School, was in New England for two weeks, fundraising and building relationships; she visited each of the Friends schools in New England, as well as the gravesite of Eli and Sybil Jones, the School's founders. Jonathan was very involved in facilitating her schedule of visits.

Jonathan also spoke of the energy and momentum that continues to flow from YM Sessions and the themes captured in the Minute of Sending Forth: forgiveness; strengthening spiritual community; recognizing spiritual gifts; and encouraging witness. Peace & Social Concerns Committee is planning a gathering for Good Friday/Easter weekend in April, and two intervisitation initiatives have been launched. At the same time, the perceived exclusive Christian language in the Minute of Sending Forth is causing a bit of a stir in some meetings.

Recent and anticipated changes in leadership at national and international Quaker organizations promise significant transitions. Shan Cretin (former Clerk of Pacific YM) is the new General Secretary at American Friends Service Committee. Diane Randall (Hartford MM) has been approved as the next Executive Secretary at Friends Committee on National Legislation (beginning in March 2011). And Colin Saxton (superintendent of Northwest YM) has been designated the new General Secretary of Friends United Meeting (FUM), although he still needs to be approved by the FUM General Board.

10-77 Treasurer's Report: Ed Mair, YM Treasurer, presented the FY2010 Year-End Financial Report. While the numbers indicate that we ended the year with income covering expenses, Ed cautioned that the balance was achieved by a combination of factors: staff kept expenses lower than budgeted; the financial markets rebounded, yielding a positive change in fair market value "on paper" for the YM's investments; and a large one-time gift at the of the year made up the remaining difference. Ed noted that the YM approved a deficit budget for FY2011 and expressed concern about the need for increased contributions. He encouraged Friends to facilitate the efforts of Finance Committee and Development Committee to arrange visits with MMs, seeking to strengthen the connection and commitment to the YM.

Edward Baker noted that Nancy Haines, Clerk of the Development Committee has asked to make a presentation to PB in January.

Friends accepted the report.

10-78 Finance Committee Report: Travis Belcher, Clerk of the Finance Committee, reported for the Committee. Eileen Cummings has agreed to serve as co-Clerk for the Committee to ameliorate the challenges presented by Travis's distaste for computers and internet communications. Electronic communication with the Committee can be accomplished through Eileen. Shearman Taber is the new Recording Clerk for the Committee. Bruce Hawkins' long-time service in that capacity is appreciated and missed.

Travis reported that, in addition to the 15-month loan of \$43,000 made to Friends Camp in August for the purchase of the new waterfront property (PB Minute 10-62), the Committee has also approved a bridge loan of \$12,000 to allow the Camp to

initiate renovations on the kitchen before summer registration income begins to arrive.

The large gift of \$43,166 received in August was a one-time gift from the estate of the donor. Travis echoed the Treasurer's concern about contributions in the coming year and encouraged Friends to make sure local Friends are informed about the YM and aware of its financial needs.

However, Travis noted that the intervisitation process being coordinated by Finance and Development Committees is not just about money. A recent visit to a MM in ME involved no discussion of money, but generated goodwill through deep listening and building relationships.

On Saturday, March 5, 2011, the Committee will again host the "Funding Our Vision" gathering for MM Treasurers and Finance Committee Clerks. One Friend said that ongoing budget discussions at the MM level would benefit from knowing the expected contribution from MMs to the YM (per resident adult member). Jonathan Vogel-Borne said the figure will be published in the Minute Book, but estimated that it will be \$110-\$120 per resident member. The Treasurer noted that several MMs contribute at a much higher rate, offsetting MMs that find it challenging to make substantial contributions.

- 10-79 Administration of New England Friends Peace Tax Fund** – Ruah Swennerfelt Administrator of the Fund, reported that she will be away for a period of time during the next year and asked PB to appoint a co-signer. Twice since 2003, Friends have asked for their contribution to be returned to meet IRS demands. Ruah reviewed the Fund's approved procedure requiring the Fund to turn the money over to the IRS "under protest" if the IRS approaches the fund directly. She raised concerns, however, about the need to update the language in the trust agreements signed with individuals who choose to contribute to the Fund and about moving the account to TD Bank, following the recent transfer of the YM's accounts to TD Bank. Jonathan Vogel-Borne consulted the Finance Committee's Handbook to confirm that the Finance has oversight of the Fund and would therefore need to discuss and approve such changes.

Friends approved re-appointing Ruah Swennerfelt (Burlington) as Administrator and appointing Linda Jenkins (North Sandwich) as a co-signer for the Fund.

Finance Committee will review the language in the trust agreement and work with Ruah on moving the account. Coordinating & Advisory Committee will review the structure and procedures for the Fund and report back to PB.

- 10-80 Coordinating and Advisory Committee Report:** Linda Jenkins, YM Presiding Clerk, reported for the Committee. The Committee is working hard to support the staff, but she expressed deep concern that we are not providing adequate care for our staff. She drew a comparison with the ongoing transition at Friends General Conference. Facing a major budget reduction, it seems that a reduction in FGC staff is not being matched by a reduction in programming. She noted that our YM staff job descriptions explicitly acknowledge that the jobs require more than 40 hours per week.

C&A and Sessions Committee are moving ahead with planning for YM Sessions

2011, seeking to discern what changes from this past August will be carried forward. It's likely that there will be anchor groups and some "meetings to hear God's call," but they also anticipate having bible half hours. A Friday (pre-Sessions) trip to the Great Meetinghouse in Newport is being explored. The business agenda will include the review of committee Purposes & Procedures, preliminary approval for new chapters of Faith & Practice, and review of the FUM contributions procedure that was continued for this coming year.

Linda reviewed the letter she sent to Committee clerks that was included in the advance documents. She spoke of her concern that there are too many YM committees, that we have no one willing and able to serve as clerk of Nominating Committee, and that many committees have "stable," long-term membership.

Linda is pleased to see Peace & Social Concerns Committee continuing to labor with the concerns expressed in the Minute of Sending Forth. Their planning for the two-day gathering in April is proceeding in a very Spirit-led fashion, with well-attended meetings. Cambridge continues to have a monthly extended worship; but more attention is needed for this concern. There is indeed some "stirring up" over the language in the minute, and Linda has offered to meet with MMs and individuals to listen and to engage with their concerns over the language. She asked that Friends let her know of other meetings or individuals who are feeling "pained" by the minute.

Linda has found herself clear to lay down the role of YM Clerk after August Sessions 2011. She has mixed emotions about this decision, but she is filled with joy about the 9 months ahead. She asks PB to consider how the YM might provide better support to the YM Clerk. Other YMs have more institutional structures of support – e.g. some previous clerks have an explicit accompanying role. She fears that the lack of such supports makes the position of Presiding Clerk an impossible role for many people to consider taking on.

10-81 YM Committee and Organizational Structure: The Clerk introduced a discussion of the YM's committee and organizational structure by thanking Jonathan Vogel-Borne, Linda Jenkins and Jan Hoffman for gathering together the documents, distributed in advance, that provide the background for this discussion. This background helps us both to understand that these questions are not new for us and to reflect upon all the work and discernment that has gone before.

Jan reported that her review of the documents during the previous week had reminded her that the Long-Range Planning Committee believed that there are perennial questions that will arise repeatedly in the life of the YM. Staffing and committee structure are two such concerns that are linked together. Having completed a staffing restructure, it is logical that we now turn our attention to the committees. It's also very important to acknowledge all the work that has already been accomplished in recent years, especially with regard to staffing structure and strengthening our youth programs.

The Clerk reminded us that PB had asked the staff to begin gathering together documents for the creation of a procedures manual (Minute 10-26). Jan reported that she, Jonathan and Jeff Hipp had met to compile documents that already exist, and as a result, we now have 26-page document. Jonathan reviewed the current

table of contents, noting that there are several appendices in addition to the 26 pages of the primary document. Jan described an introductory section to SEYM's procedures manual that provides a basic overview of how the YM works, and she suggested such an introduction would be a useful feature for NEYM's document. A principal reason for this document would be to make the structures we have more transparent and available to the people and constituent bodies of the YM. Jonathan proposed that we begin calling this an "Organizational Handbook."

Friends then began a lengthy discussion (continuing after lunch) about the YM's committee structure and the role and structure of PB. Written reflections from the immediate past clerk of the YM Nominating Committee about the overwhelming nature of the Committee's task provided some context for the discussion.

Some representative comments about the committee structure were:

- Nominating Committee's central role should be the calling forth of God's gifts by discerning who among us has those gifts and helping to nurture them. Unfortunately, the Committee does not get to do much of that work, due to the time pressure of so many positions to fill.
- The important thing about being Quaker is meeting together, and it's important to support the spiritual life of committees as a way to bring people together while doing something useful.
- Some of our committees are moribund, and most of them are too big. We need to prune them to find new life.
- We could identify specific committees to lay down, or we could identify processes that would lead to laying some of them down.

Much of the discussion about PB's role and structure focused on consideration of reorganizing PB as an "Interim Meeting" structure similar to that of some other YMs. Such a body would likely be comprised, at least partially, of appointed representatives and would be empowered to make decisions between annual sessions. Some comments on this topic were:

- Any such change would be a change in "Faith and Practice," requiring approval of Sessions.
- Concerns about a larger body, with representatives from 68 MMs – some of them very small, and about the risk of long-term, self-appointed representatives, led to a proposal for representatives to be appointed by Quarters. Another Friend suggested a hybrid model, with some appointed representatives and some nominated at-large members.
- Having MM representatives means that every MM will receive a mailing, along with an agenda for the meeting.
- Interim Meeting can provide the structure for a mid-year gathering, with other activities happening as part of a long weekend.
- A representative body might lead to individuals feeling the weight of concern for representing one's constituency rather than responding to the movement of the Spirit in discernment.

Coordinating & Advisory Committee will gather the various recommendations on committee restructuring put forward in recent years and report back to PB. The Clerk suggested the need for an ad hoc subcommittee to reflect further on how the establishment of an Interim Meeting structure would affect the YM. Cliff Harrison and Sandy Isaacs agreed to serve in this capacity and to exchange ideas and information with C&A Committee.

10-82 Report of Personnel Committee: Edward Baker reported for the Committee. Jennifer Baily (Fresh Pond) has agreed to serve as Clerk of Personnel Committee. Judith Shea is moving to Philadelphia and will no longer serve on the Committee.

10-83 Report of Internal Nominating Committee: Donn Weinholtz, Clerk of Internal Nominating Committee, reported for the Committee, presenting the following recommendations:

- Clerks Nominating Committee – Patsy Shotwell (Wellesley), class of 2013
- Internal Nominating Committee – Karen Sanchez-Eppler (Northampton), class 2013; Donald Mick (New Haven), class of 2013
- Memorial Minutes: Allan Kohrman (Wellesley), class of 2013

Friends approved these recommendations.

10-84 Report of YM Nominating Committee: Christopher McCandless, co-convener of the YM Nominating Committee, reported for the Committee.

He first presented the following names for committee appointments:

- Friends Camp Committee – Steve Knight (Vassalboro), class of 2013; Karen Proulx (Winthrop), class of 2012; Laura Street (Fresh Pond), class of 2013
- Sessions Committee – Carolyn Stone (Wellesley), class of 2013; Diane Weinholtz (Hartford), class of 2013
- Friends General Conference – Elise Pearson (Cambridge), class of 2013; and David Rush (Cambridge), class of 2013
- Friends World Committee on Consultation – Mary Hopkins (Cambridge), class of 2011
- Board of Managers of Investments & Permanent Funds – Rowan Spivey (Brunswick), class of 2015
- Committee on Nurturing Friends Education at Moses Brown School – Thia Lord (Providence), class of 2013
- Friends Committee on National Legislation (Representative to General Committee) – Katherine Fisher (Beacon Hill)

Friends approved these recommendations.

10-85 Recommendations from Puente de Amigos Committee: Edward Baker reported on behalf of the Committee. The Committee recommends the following Friends for travel in the ministry as representatives of New England Yearly Meeting to Cuba Yearly Meeting (CYM): Noah Baker Merrill (Putney) and Victoria Hollingsworth Rhodin (Hanover). These two Friends will attend CYM's annual sessions and visit

some of the Cuban monthly meetings in February 2011. NEYM has not sent representatives to CYM's annual sessions for many years.

Noah has a travel minute from his monthly meeting, endorsed by his quarter that supports his call to ministry among Friends, and his leading to travel among Cuban Friends will be guided by his oversight committee.

Victoria is a member of the Puente de Amigos Committee who has had a leading to travel to Cuba for several years. The Committee supports her leading to participate in this trip, though we are aware that she has not yet completed a discernment process with her monthly meeting. The Committee asks that the Permanent Board approve Victoria for travel to Cuba, pending her receiving approval from her monthly meeting.

Permanent Board approved Noah Baker Merrill and Victoria Hollingsworth Rhodin for travel in the ministry as representatives of New England Yearly Meeting to visit among Friends of Cuba Yearly Meeting in February 2011, with the understanding that Victoria will complete the appropriate discernment process with Hanover Monthly Meeting.

10-86 Friends World Committee on Consultation World Conference in 2012: Edward Baker reported on behalf of the FWCC Committee. FWCC has called a World Conference to be held in April 2012 in Nakuru, Kenya. The last such conference was held in 1991 on three sites (Honduras, Kenya, and the Netherlands), with upwards of 25 New England Friends attending. This conference will be smaller than the 1991 one, but larger than the intervening FWCC Triennials. (More information is available at www.saltandlight2012.org.)

After an extensive process of outreach and discernment, the Committee recommends the following Friends to fill the six slots allotted to NEYM for **delegates** to the 2012 World Conference: Ben Guaraldi (Beacon Hill), Noah Baker Merrill (Putney), Hal Weaver (Wellesley), Dorothy Grannell (Portland), Cynthia Ganung (Wellesley), and Laurel Brill Swan (Hartford).

In addition, the Committee recommends the following Friends as **alternates** in the event of unexpected changes in plans: Jeff Hipp (Cambridge), Frederick Martin (Monadnock), Andrew Grannell (Portland), Debbie Humphries (Hartford), Marian Baker (Weare), and Margaret Hawthorn (Monadnock).

Friends approved appointing these Friends as delegates and alternates to the 2012 World Conference.

10-87 Travel Minute for Noah Baker Merrill: The Clerk presented a travel minute for Noah Baker Merrill (Putney), previously approved by Putney Monthly Meeting and endorsed by Northwest Quarter. The minute "affirm[s] his work in building relationships and waking hearts among the people of Iraq, among Friends, and elsewhere." Noah has been traveling in the ministry among Friends, including leading retreats and joining in worship. He will travel to Cuba Yearly Meeting in February 2011 and to the FWCC World Gathering in 2012.

Friends approved endorsing this travel minute.

- 10-88 Report of Clerks Nominating Committee:** Jan Hoffman, Clerk, reported for the Committee. Greg Williams, who is preparing for cancer treatment, has resigned as Reading Clerk. The Committee recommends Will Jennings (Beacon Hill) to serve as Reading Clerk at Sessions in 2011. **Friends approved.**
- 10-89 Review Purposes and Procedures for Permanent Board:** The Clerk addressed the need for reviewing the Purposes and Procedures for PB. One Friend suggested that it would be helpful to review the Purposes and Procedures for all the PB-related committees at once, recognizing that the language for several committees was altered as part of the staffing restructure process (see PB Minute 09-27). The Clerk will gather the appropriate materials, and we will take up this matter in January.
- 10-90 Minute of Gratitude:** Friends spent some time in worshipful reflection on the gifts of service provided by former staff member Katherine Clark and Kimberly Allen. Recalling the outpouring of gratitude expressed in ministry during worship on Sunday morning at Sessions, and recognizing that it was not minuted at Sessions, we are pleased at this time to minute our gratitude for the service and ministry of Katherine Clark as Administrative Secretary and Kimberly Allen as Young Friends/Young Adult Friends Coordinator. The Clerk will follow up with letters to both of them. **Friends approved.**
- 10-91 Minute of Thanks:** Friends express their deep appreciation to Woolman Hill for hosting this meeting and to Mt. Toby Friends for nourishing us at lunch.
- 10-92 Closing Worship:** We closed in waiting worship, planning to meet again on Saturday, January 22, 2011 at 9:30 AM at Wellesley Monthly Meeting.

Edward Baker, Clerk
John Humphries, Recording Clerk

NEW ENGLAND YEARLY MEETING OF FRIENDS

The Religious Society of Friends in New England

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:

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.

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

NEYM

Budget vs. Actuals: Fiscal Year 2011

Year-to-Date: October 1, 2010 - January 19, 2011

	Actual	Budget	% of Budget
Income			
4010 Individual Contributions	\$28,613.70	\$117,000.00	24.5%
4020 Monthly Meeting Contributions	\$61,178.66	\$300,000.00	20.4%
4022 FUM MM Restricted Funds	\$180.00		
4030 Organizations Contributions		\$2,200.00	
4050 Interest and Dividend Income	\$525.71	\$11,000.00	4.8%
4055 Student Loan Interest	\$90.32		
4070 Books and other Items		\$20,000.00	
4080 Retreat Program Fees	\$11,652.00	\$48,500.00	24.0%
4085 Sessions Program Fees		\$173,500.00	
Total Income	\$102,240.39	\$672,200.00	15.2%
Expenses			
5000 Staff	\$79,626.94	\$285,582.00	27.9%
5075 Undistributed Credit Card Charge	\$2,041.53		
5100 General & Administration	\$10,887.77	\$53,750.00	20.3%
5300 Travel & Conferences	\$3,302.38	\$29,000.00	11.4%
6000 Programs	\$10,135.86	\$257,525.00	3.9%
6140 Books and Other	\$500.00	\$17,500.00	2.9%
6200 Benevolence	\$125.00	\$47,010.00	0.3%
6600 Publications	\$1,121.35	\$12,500.00	9.0%
Total Expenses	\$107,740.83	\$702,867.00	15.3%
Net Income	(\$5,500.44)	(\$30,667.00)	17.9%

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NEYM YTD Comparison with Previous Year

	Oct 1, 2010 - Jan 19, 2011	Oct 1, 2009 - Jan 19, 2010	\$ Change
Income			
4010 Individual Contributions	\$28,613.70	\$35,304.87	(\$6,691.17)
4020 Monthly Meeting Contributions	\$61,178.66	\$37,191.86	\$23,986.80
4022 FUM MM Restricted Funds	\$180.00	(\$19.00)	\$199.00
4050 Interest and Dividend Income	\$525.71	\$4,509.25	(\$3,983.54)
4055 Student Loan Interest	\$90.32		\$90.32
4070 Books and other Items		\$829.14	(\$829.14)
4080 Retreat Program Fees	\$11,652.00	\$11,193.00	\$459.00
Total Income	\$102,240.39	\$89,009.12	\$13,231.27
Expenses			
5000 Staff	\$79,251.94	\$94,450.27	(\$15,198.33)
5075 Undistributed Credit Card Charge	\$2,041.53		\$2,041.53
5100 General & Administration	\$10,887.77	\$13,790.74	(\$2,902.97)
5300 Travel & Conferences	\$3,302.38	\$5,496.47	(\$2,194.09)
6000 Programs	\$10,135.86	\$14,392.19	(\$4,256.33)
6140 Books and Other	\$500.00	\$134.49	\$365.51
6200 Benevolence	\$125.00	\$311.00	(\$186.00)
6600 Publications	\$1,121.35		\$1,121.35
Total Expenses	\$107,365.83	\$128,575.16	(\$21,209.33)
Net Income	(\$5,125.44)	(\$39,566.04)	\$34,440.60
4090 Change in Fair Market Value	\$0.00	\$33,297.59	(\$33,297.59)

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NEYM
Budget vs. Actuals: Fiscal Year 2011
Year-to-Date: October 1, 2010 – January 19, 2011

	<u>Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
4010 Individual Contributions	28,613.70	117,000.00	24.5%
4020 Monthly Meeting Contributions	61,178.66	300,000.00	20.4%
4022 FUM MM Restricted Funds	180.00		
4030 Organizations Contributions		2,200.00	0.0%
4050 Interest and Dividend Income	525.71	11,000.00	4.8%
4055 Student Loan Interest	90.32		
4070 Books and other Items			
4072 Sales - Books		19,500.00	0.0%
4075 Sales -Other Items		500.00	0.0%
Total 4070 Books and other Items	\$0.00	\$20,000.00	\$0.00
4080 Retreat Program Fees	11,652.00	48,500.00	24.0%
4085 Sessions Program Fees		173,500.00	0.0%
Total Income	\$102,240.39	\$672,200.00	15.2%
Gross Profit	\$102,240.39	\$672,200.00	15.2%
Expenses			
5000 Staff			
5010 Salaries & Wages	52,476.90	215,104.00	24.4%
5037 Housing Allowance	8,000.00		
Total 5010 Salaries & Wages	\$60,476.90	\$215,104.00	28.1%
5020 Payroll Taxes	3,714.14	12,424.00	29.9%
5030 Benefits			
5033 Health Benefits	10,132.81	40,000.00	25.3%
5035 Retirements	4,340.54	14,912.00	29.1%
5040 Disability	265.55	1,131.00	23.5%
5045 Workers' Compensation	697.00	811.00	85.9%
Total 5030 Benefits	\$15,435.90	\$56,854.00	27.2%
5050 Spiritual Retreats		1,200.00	0.0%
Total 5000 Staff	\$79,626.94	\$285,582.00	27.9%
5075 Undistributed Credit Card Charge	2,041.53		
5100 General & Administration			
5110 Administration			
5120 Bank Expense	360.59	3,000.00	12.0%
5130 Contracted Services		6,000.00	0.0%
5140 Legal Services		3,000.00	0.0%
5150 Liability Insurance	1,781.00	7,500.00	23.7%
5160 Payroll Service	1,263.45	2,600.00	48.6%
5170 Recruiting Expense		1,000.00	0.0%
5180 Rent	4,675.00	9,350.00	50.0%
Total 5110 Administration	\$8,080.04	\$32,450.00	24.9%
5200 Office			
5220 Cleaning Services	66.00	300.00	22.0%
5230 Maint - Equip & Hardware		2,000.00	0.0%
5240 Postage	777.55	3,500.00	22.2%
5250 Office Equipment		3,000.00	0.0%
5260 Office Supplies	818.16	2,250.00	36.4%
5270 Printing & Copying	24.50	6,000.00	0.4%
5280 Software & Updates		750.00	0.0%
5290 Telephone	1,121.52	3,500.00	32.0%
Total 5200 Office	\$2,807.73	\$21,300.00	13.2%
Total 5100 General & Administration	\$10,887.77	\$53,750.00	20.3%

5300 Travel & Conferences			
5310 Travel - Committee		3,000.00	0.0%
5320 Travel - Clerk		3,500.00	0.0%
5330 Travel - Programs		2,000.00	0.0%
5335 Travel - Representatives Travel	464.20	6,500.00	7.1%
5350 Travel - Staff	2,838.18	12,000.00	23.7%
5360 Travel - Ministries		2,000.00	0.0%
Total 5300 Travel & Conferences	\$3,302.38	\$29,000.00	11.4%
6000 Programs			
6105 Honoraria - Speakers/Wkshp Ldrs	1,045.00	9,600.00	10.9%
6110 Sessions Room & Board		163,000.00	0.0%
6112 Retreats - Room & Board			
6114 Room Rental	3,607.00	35,000.00	10.3%
6150 Food Expense	1,345.41	15,000.00	9.0%
Total 6112 Retreats - Room & Board	\$4,952.41	\$50,000.00	9.9%
6125 Program Expenses			
6115 Equipment Rental		4,000.00	0.0%
6121 Supplies and Other Expenses	1,106.57	8,900.00	12.4%
6165 Pre-Sessions Expense	31.88	900.00	3.5%
Total 6125 Program Expenses	\$1,138.45	\$13,800.00	8.2%
6130 Committee Expenses - General	3,000.00	18,125.00	16.6%
6160 Support - Retreats & Sessions		3,000.00	0.0%
Total 6000 Programs	\$10,135.86	\$257,525.00	3.9%
6140 Books and Other			
6142 Books	500.00	12,000.00	4.2%
6145 Other Items for Sale		1,500.00	0.0%
6147 Consignment Sales		4,000.00	0.0%
Total 6140 Books and Other	\$500.00	\$17,500.00	2.9%
6200 Benevolence			
6310 FGC		16,635.00	0.0%
6320 FUM		16,635.00	0.0%
6325 FWCC		5,990.00	0.0%
6328 Ramallah Friends School		100.00	0.0%
6330 Friends' Organizations			
6335 AFSC		300.00	0.0%
6340 FCNL		750.00	0.0%
6345 QEW		300.00	0.0%
6350 Friends Peace Teams		100.00	0.0%
6355 FWCC 3rd World Travel		500.00	0.0%
6360 QUNO		200.00	0.0%
Total 6330 Friends' Organizations	\$0.00	\$2,150.00	0.0%
6575 Other Organizations		650.00	0.0%
6590 Ecumenical Organizations			
6592 State Council of Churches		4,500.00	0.0%
6594 NE Council of Churches		150.00	0.0%
6596 NECL	125.00	100.00	125.0%
6598 World Council of Churches		100.00	0.0%
Total 6590 Ecumenical Organizations	\$125.00	\$4,850.00	2.6%
Total 6200 Benevolence	\$125.00	\$47,010.00	0.3%
6600 Publications			
6610 Yearly Meeting Minute Book		7,500.00	0.0%
6620 New England Friend	1,121.35	5,000.00	22.4%
Total 6600 Publications	\$1,121.35	\$12,500.00	9.0%
Total Expenses	\$107,740.83	\$702,867.00	15.3%
Net Income	(\$5,500.44)	(\$30,667.00)	17.9%

NEYM Committees FY2011
Budget vs. Actuals
 October 2010 - January 17, 2011

	Actual	Budget
200 Development	\$172.79	\$5,500.00
305 Aging	\$0.00	\$100.00
308 Archives	\$0.00	\$125.00
310 CE	\$0.00	\$2,050.00
315 C&A	\$45.00	\$1,000.00
320 F&P Rev	\$0.00	\$1,750.00
325 FGC	\$0.00	\$800.00
330 FUM	\$0.00	\$125.00
335 FWCC	\$24.50	\$1,450.00
340 M&C	\$63.00	\$400.00
345 P&SC	\$0.00	\$900.00
350 Puente	\$0.00	\$1,000.00
355 RSE&J	\$0.00	\$1,500.00
360 YP	\$25.00	\$1,175.00
370 QEW	\$0.00	\$250.00
TOTAL	\$330.29	\$18,125.00

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