

New England Yearly Meeting of Friends
Permanent Board minutes
Draft
August 6, 2015
Castleton State College, Castleton, Vermont

Clerk: Holly Baldwin

Recording Clerk: Becky Steele

15-66 Opening Worship: Permanent Board Friends met in worship at Castleton State College after the close of 2015 Sessions.

15-67 Roll Call: Present: Outgoing Clerk Holly Baldwin, Incoming Clerk Sarah Gant, Recording Clerks Bruce Neumann (outgoing) and Becky Steele (incoming), Virginia Bainbridge, Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Justice Erikson, Hannah Zwirner Forsyth, Christopher Gant, Ben Guaraldi, Ian Harrington, Nancy Isaacs, Sandy Isaacs, Tom Jackson, Leanna Kantt, Allan Kohrman, Jean McCandless, Elias Sanchez-Eppler, Karen Sanchez-Eppler, Suzanna Schell, Sara Smith, Carolyn Stone, Philip Stone, Bill Walkauskas, Fritz Weiss, Rosemary Zimmerman

Ex Officio: Edward Baker (Supervisor of YM Secretary), Noah Baker-Merrill (YM Secretary), Jackie Stillwell (outgoing Presiding Clerk), Shearman Taber (Incoming Treasurer)

Regrets: Galen Hamman, Rocky Malin, Anna Radocchia, Carole Rein, Elizabeth Szatkowski, Donn Weinholtz

Guests: Douglas McCown (Portland), Bob Murray (Clerk, Personnel Committee), Francis O'Hara (Finger Lakes Monthly Meeting, New York Yearly Meeting), Sarah Spencer (Beacon Hill)

15-68 Minutes: We considered the minutes from our August 1, 2015 meeting, made corrections, and approved them.

15-69 Comings and Goings: Permanent Board welcomed new members and assigned mentors for them as follows: Tom Jackson (Dover New Hampshire MM — mentor Travis Belcher), Anna Radocchia (Bennington — Fritz Weiss agreed to find a mentor), Carole Rein (North Shore — Nancy Isaacs. Permanent Board held outgoing Friends Aimee Belanger, Jan Hoffman, Rebecca Leuchak, and Patsy Shotwell in gratitude for their service.

Leanna Kantt announced that she has been selected for the Guildford Quaker Leadership Scholars Program at Guilford College starting this fall, and will have difficulty attending Permanent Board meetings during the academic year. She will hold us in the light

during the school year, and will see us at Sessions. Friends congratulated her, thanked her for forthrightly facing multiple calls on her time, and wished her well.

15-70 Friends Camp legal bill: Ben Guaraldi gave an update about the legal bill for obtaining tax-exempt status on the Friends Camp lakefront property acquired in 2012. During the time of Sessions, Ben and Elias Sanchez-Eppler talked to the Friends Camp Director and some members of the Friends Camp Committee. Ben and Elias heard that the Camp representatives were not clear about the degree of the Yearly Meeting's support for the Camp.

Members of Permanent Board discussed the need for good financial practices regarding the costs of operating the Friends Camp. Some members thought the legal bill should properly be treated as a Camp expense, either as an operational expense or as an expense incident to purchasing the lakefront property. In the interest of maintaining the right relationship with Camp, however, Permanent Board was willing to offer to split the bill equally between the Camp and the Yearly Meeting. Members discussed the importance of the Friends Camp, the close relationship between the Camp and the Yearly Meeting, and the need for further clarity about the relationship between the Camp and NEYM. Jeremiah Dickinson, clerk of the ad hoc committee on the Good Governance of Friends Camp (GGFC), said that the GGFC is already well on its way to making several recommendations about governance of Friends Camp and relationship with NEYM. We ask them specifically to look at the relationship between the Friends Camp Director and the Yearly Meeting Secretary, especially in advance of the hiring of the new Friends Camp director.

After further discussion, the Permanent Board heard and **approved** the following minute:

NEYM loves our camp, and cares for it both spiritually and financially, as shown by the approval of an immediate \$100,000 grant to the Camp from our Legacy Fund in Sessions 2014. In the interest of maintaining the close relationship between NEYM and the Friends Camp, Permanent Board approves splitting equally the allocation of the cost of the legal bill. We authorize the Friends Camp to pay its share of the legal bill from its unused remainder of the Legacy Fund grant. We further authorize the NEYM Treasurer to make a recommendation about how to allocate the NEYM portion of the legal bill at the next Permanent Board meeting. We authorize the Clerk of Permanent Board and the Treasurer to send a letter to the Friends Camp Director and Committee, explaining our decision about how to account for the legal bill, affirming our care for the camp, and stating that we intend to send Permanent Board representatives to the next Friends Camp Committee meeting to show our care. We also approve sending Jeremiah Dickinson and Sarah Gant, as representatives of the Permanent Board, to the next Friends Camp Committee meeting.

15-71. Friends Camp Director Search Committee: Edward Baker reported that the committee recommends adding the following ex officio members to the search committee: the Yearly Meeting Secretary, the Clerk of Permanent Board, and the Clerk of the Friends Camp Committee. In addition, a former camper and camp counselor, Meredith Noseworthy, has volunteered to serve on the committee. Permanent Board **approved** adding Meredith Noseworthy and the above-listed ex-officio members to the Friends Camp Director Search Committee. We also **approved** Edward Baker as convener of the committee.

15-72. Internal Nominating: Carolyn Stone noted additional names nominated to committees this week:

- Clerks Nominating: Donn Weinholtz (Class of 2017), Marion Athern (class of 2018), and Leslie Manning (Class of 2018).
- Yearly Meeting Nominating at Large: Marian Baker (Class of 2018).
- Personnel: Karen Sanchez-Eppler (Class of 2018).

Permanent Board **approved** appointing the above committee members.

After discussion about the need to nominate subcommittee members to disburse the grants approved by Sessions from the former student loan fund, we approved that Internal Nominating nominate three to five members for the Student Grant Disbursement Committee. The current members of the Student Loan Subcommittee are willing to serve on the grant committee. Permanent Board noted the need for NEYM to develop good policies to handle any potential conflicts of interest, both with respect to student grants and for NEYM as a whole.

Regarding nominations of members to the Friends Camp Committee, which is nominated in part by the Friends Camp committee, and in part by Internal Nominating, Carolyn reported that they have only nominated two representatives to the Friends Camp Committee and are looking for Friends to serve. Recognizing that this is a new process, somewhat confused and yet vital, Internal Nominating agreed to report back on progress in September.

15-73. Puente de Amigos: Permanent Board **approved** sending a delegation to the November 2015, celebrations of the 15th anniversary of Havana Meeting and the 115th anniversary of Cuba Yearly Meeting. The delegation includes Frances Brokaw, Leonard Keyes Cadwallader, Shawn Donovan, Charles Grant, Cathy Miles Grant, and Frederick Charles Weiss.

15-74. Sessions Celebrations and Next Steps: The Clerk led us through a discussion of matters approved by Sessions, and any next steps for Permanent Board as follows:

- Sessions approved a procedure for NEYM to respond to time-sensitive matters when a public statement from New England Friends might be valuable. Celebration ensued.

- Permanent Board also celebrated Sessions' approval of a plan to recover pending debts owed to the former student loan fund, and to disburse remaining funds as grants to eligible students. Next steps: Internal Nominating will nominate committee members, as described in minute 15-72.
- **Long-Term Financial Planning:** After Sessions' approval of a foundational purpose statement and priorities, Chris Gant will continue to clerk the committee as it works on a long-term financial plan. Sarah Gant, as Permanent Board Clerk, will replace Holly Baldwin on the committee. Chris will see if current committee members wish to continue the work, and will consider the value of adding members with expertise in specific areas.
- **Structural Review:** Permanent Board **approved** laying down the Structural Review Committee, with deep gratitude for its valiant and useful labors. We took time to acknowledge the sorrow of laying down the Committee, holding in worship the Committee and its work. Sarah Gant, Holly Baldwin, and Susan Davies will contact the clerk of Ministry and Counsel about reaching out to members of Structural Review to thank them for their service, apologize for not tending better to their committee, and listen to their experience so that we may learn from our mistakes. We discussed Permanent Board's need to improve our communication and coordination. Coordinating and Advisory may tackle this need in its September conference call. The new Permanent Board Clerk will consider ways to follow up on the Committee's proposals and will suggest next steps for Permanent Board arising from the Structural Review Committee's work. We also found clerk Lisa Graustein's oral report to our August 1st meeting so valuable that it may be good to invite her to share the gist of it more widely, perhaps in the *New England Friend*.
- **Archives:** We celebrated Sessions' approval of moving our archives to UMass-Amherst and holding proceeds from the sale of *The Bloody Tenent* to cover costs associated with the move. Permanent Board **authorized** Noah Baker Merrill and Karen Sanchez-Eppler to coordinate with the Archives Committee and U. Mass-Amherst to negotiate an agreement to bring back to Permanent Board for final approval.

15-75. Nominating Committee Recommendation: We **approved** the Nominating Committee's recommendation to appoint Epchez Sanchez-Eppler to serve as a 2015 representative to the FGC Central Committee.

15-76. Rufus Jones Property: Rufus Jones's childhood home in South China is up for sale. Individuals from China Meeting and the Vassalboro Quarter have approached some NEYM Friends about the opportunity. Friends noted that currently this is an interest of individuals, not the Quarter or China Meeting, but that support from the Permanent Board may be helpful to these Friends and meetings. **We approved** asking Sarah Gant and Susan Davies to confer with Ralph Green, Joann Clark Austin, and others in Vassalboro Quarter to help them explore the possibilities afforded by the sale.

15-77. Finalizing minutes from Sessions and transition to the new Clerk of Permanent Board. Presiding Clerk Jackie Stillwell brought us minutes from Sessions,

which we **approved**. Holly Baldwin read a list of our ongoing initiatives: Structural Review, Good Governance of Friends Camp, Student Loan grant, MM relationship care, PB Policies review, Personnel, Internal Nominating, Clerks Nominating, Delegation visiting Mattapoisset Friends regarding their municipal grant, By-laws revision. She then handed the meeting over to the new Permanent Board clerk, Sarah Gant, who led the Permanent Board outside for a lively exercise on the lovely grounds of Castleton.

New England Yearly Meeting of Friends

Permanent Board Minutes (draft)

August 1, 2015

Castleton College, Castleton, Vermont

15-49 Opening Worship: Permanent Board Friends met in worship at Castleton College in anticipation of 2015 Sessions.

15-50 Clerk: Acting clerk Edward Baker introduced himself and reminded us that Holly Baldwin was at memorial service. Friends approved Edward acting as clerk for this meeting.

15-51 Roll call: The recording clerk called the roll:

15-52 Minutes: We considered the minutes from our May 9 meeting. With a few changes, the minutes were approved.

15-53 Presiding Clerk Report: Jacqueline Stillwell shared her excitement about the coming week; she feels full of wonder and mystery to see what unfolds.

We heard that the Bloody Tenent sold for \$175k, of which NEYM will receive \$128,800. C&A considered this windfall and offered the following minute:

We have sold the Bloody Tenent, a rare old book discovered in our archives, and have received \$128,000 from its sale. PB directs that this money be tracked separately until the future of our archives and future expenses related to the archives are clear. Friends approved this recommendation.

Jackie spoke about a recommendation which will come to Sessions. The clerks of FUM, FGC, and FWCC committees got together to consider how NEYM's allotment for these groups should be divided. Current practice uses a formula created in 19xx. The clerks agreed to recommend that the pool, approved each year in the budget, should be divided evenly.

In considering our time together, Jackie reflected that the agenda is usually focussed on the organization. She felt a yearning for the body to hear about our witness, about what individuals and groups are doing. In an effort to create balance, she invited two panels to share about their work. One will be on work around climate change, the other on creating Gospel order.

15-54 YM Secretary: Noah reported that the NEYM Sessions Staff relocated to Castleton on Tuesday. We understand that, due to the parade and football game, Castleton staff will be helping to direct people. Registration hours have been adjusted and expanded to accommodate a variety of arrival times.

We heard about a few changes this year, including an attempt to make the Campus Center be a center of connection and fellowship, similar to the role the Unistrukture played at Bryant. A gender inclusivity working group was gathered to consider how we might be more aware and welcoming of Friends who do not fit in the old binary gender model. They suggested allowing Friends to designate their preferred pronouns on their name tags, having gender-neutral bathrooms, and including gender awareness training for Anchor Group facilitators.

15-55 Structural Review: Lisa Graustein spoke for the Structural Review committee which was charged with looking at committee and staff structure. She pointed out that while the size and diversity of the committee provided a wide range of experience and viewpoints, the geographical distance and the group dynamics of this particular group both proved to be challenges. The group came to three points of clarity if not unity, and would like to present the following points to sessions for seasoning:

*MM need more support. Some support is available but not widely known about, while the committee feels that other supports are not available. The committee proposes increasing resources for monthly meetings, which should include both communication and outreach.

*Referring back to the Nominating minute which set this work in motion, the Structural Review Committee would like to see YM nominating be able to focus on gifts and leadership. They suggest putting similar committees in three clusters: Administrative, Pastoral Care, and Witness. Lisa presented this idea at committee day, and was encouraged that many found it exciting. Increased communication between committees within a cluster would allow them to discuss what roles and responsibilities need to go on in perpetuity, which ones can be done by a working group, and which ones can be done by resource people, with a shorter commitment. The cluster structure could form working groups for specific issues.

*Structural Review repeatedly heard that people want more time to get together to know each other, yet August Sessions are not possible for some, and for others, business is not an effective entry point. We need opportunities for gatherings whose focus would be worship, spiritual growth, and community building.

When the committee did not discuss their future to any consensus, Lisa personally recommends laying the committee down. While they have done some good work in information gathering and imagining a new structure, she feels that the committee is dysfunctional. Perhaps we should appoint three working groups to carry on the work of the three issues.

Finally, she pointed to a non-structural issue which the committee recognized early in their work, and call the "culture" of Quakerism in New England. We are not friendly, we are not always nice, or welcoming. We can change that. Changing the structure will change nothing unless we change culture. Lisa shared the analogy of deck chairs on the

Titanic: changing the structure without addressing "culture" is as effective as rearranging deck chairs as the ship is going down.

Friends agreed that while laying the committee down may be the next step, we should wait until we hear what the body reflects after the Structural Review presentation. This fall, PB can discern how this work should be carried forward.

The clerk expressed thanks to Lisa and the committee on behalf of PB.

15-56 Long term financial planning: Chiris Gant, clerk of LTFP reflected That he feels like we are on the verge of something big.

He began with a brief review of their history (PB minutes xx,yy,zz), then spoke about the five themes they intend to present to Sessions:

Spiritual development

Outreach, including engaging with the world, witnessing, and welcoming those who come as a result.

Leadership: we yearn for leaders to help us accomplish the things we wish we were doing. How do we cultivate and develop leaders?

Accountability and integrity. Let's do what we say.

Relationship and communication. Friends want to meet, want to know what's going on with others. How do we share best practices? The YM organization is not good at letting meetings know what help is available.

Chris believes we can do a lot without spending money, by prioritizing differently.

The committee is looking for affirmation that they are going in the right direction, and that Friends agree with their sense that the purpose of the Yearly Meeting is not to build itself, but is to help MM be more effective at what they do.

The underlying theme is that we have a wonderful thing, let's be proud of it and share it.

One Friend reminded us of our (PB) role during sessions: we need to be knowledgeable and helpful, since we are more familiar than most with this work. He pointed to the potential for confusion, in the distinction between the mission and goals of the NEYM the organization, and of NEYM the "people"

15-57 Student Loan repurposing: Rebecca Leuchak spoke for the ad hoc committee which has been discerning the future of student Loan funds. We were reminded that their proposal suggests using funds currently allocated to student loans, to provide grants for post-secondary education. The money would be spent down over several years, providing grants in a maximum amount of 2k. the grant program would be administered by a named subcommittee of PB.

One Friend on this ad-hoc committee pointed out that our previous decision to discontinue accrual of interest did not make it into the advance docs. This should be announced during the verbal report.

15-58 Legacy Gift: Regarding the Legacy Gift Committee which will administer the new grant programs, we were reminded that we had previously taken three ex officio members off the proposal for this committee, noting that they are already busy Friends. Further reflection suggests that it would be important for these Friends to be aware of and affiliated to this work, even if they are not required to attend. Friends Approved adding YM secretary, Presiding Clerk, and PB Clerk as ex officio members of the Legacy Gift Committee.

15-59 Personnel: For the personnel committee, Bob Murray presents the names of Noah Baker Merrill for reappointment as Yearly meeting secretary, and Nat Shed for reappointment as Friends Camp director. Friends approved Bringing these names to sessions for final approval.

Bob also presented several changes to the Personnel policy manual, noting that more significant changes are likely in the future.

*A more detailed description of the search process for a new Friends Camp Director, and a procedure for appointing an interim director if needed.

*A provision requiring that Personnel files be locked and accessible only by the YM Secretary.

* A change putting the YM secretary in charge of initiating discussions about salary range with YM personnel

Friends requested clarification about the timing of PB approval of an acting camp director. Bob will modify the language to make it clear that PB approval is not required before an acting director can begin their work.

Several Friends suggested that a former camper should be part of search committee. Bob reminded us that this concern can be added in later revisions. Friends approved the changes with adjustments.

15-60 Finance Committee: For the Finance Committee, Shearman Taber presented two policy changes for our consideration. The first is a revision to current policy for line item overruns, the purpose of which is to not have to come to PB for minor changes. Friends approved this change.

The second is a change to the grant application policy, which would revise a policy approved in 1991. The change moves oversight of grant applications from the finance Committee to the YM secretary and raises the level which requires PB approval to 10k.

Suzanna Schell, clerk of the Legacy Gift Committee, asked for clarification on whether this includes legacy gift applications. We understand that that is not the intent of the policy change, and that language will be added to the policy making clear that this is for application to "outside bodies" Friends approved this policy change.

15-61 Travel minute: The clerk presented a travel minute for Beth Gorton. Friends approved endorsing this minute.

15-62 Friends camp search committee. The ad hoc comm charged with naming a search committee for a new Friends Camp Director brought the names of Edward baker, Maggie Fogarty, Michael Griffin, David Marstaller, and Lise Wagner.

Friends voiced the wish that a recent former camper be involved. Friends approved this committee, and giving that committee authority to add new members. If needed, such additions would be reported to the next PB.

15-63 Tax and legal issues: Noah presented two issues for our consideration, one involving difficulties arising from the Friends Camp and the rest of NEYM using different payroll services while one NEYM employee is a resident of Maine. Noah requests authorization to transition to a single payroll provider, including CPA expenses which may require anntnnt overrun of contractual services. Friends Approved. We also understand that some questions have arisen regarding multiple MM's using the NEYM Employer Identification Number (EIN). Noah requested authority to engage a CPA to help resolve these questions and allow us to give clear advice to MM about such issues. Friends approved.

15-64 Friends camp mortgage elimination and tax exempt status: Noah reported on Nat sheds efforts to incorporate the recently purchased waterfront property and cottage as part of the tax exempt larger property of the camp. Significant legal work was involved in bringing this about. We also heard from Nat that he understood that the YM would fund these legal expenses.

We thank Friends Camp for doing the work of transitioning to tax exempt status, and for engaging legal services for this process. What remains is an accounting question: should the funds come from the 100k legacy gift grant, from YM reserves, or from the Friends Camp budget.

While some Friends feel that legal expenses of the camp should be covered by the YM, others felt that in this case, expenses related to transitioning this property to tax exempt status should be covered by the 100k grant from the legacy gift.

While the camp has paid the bill, we understand that no one wants an unbudgeted legal expense affecting their bottom line.

We look forward to the continuing Discernment of the Friends Camp Committee on Good Governance for guidance on a better understanding of the legal and financial relationships of the Camp and NEYM as a whole.

We ask Ben Guaraldi and Elias Sanchez Eppler to speak with Nat Shed this week in hopes of finding a resolution to this accounting question.

15-65 Closing Worship: We closed in worship excited at the prospect of our coming days in Spiritual community, and pursuing to meet again at the close of Sessions.

**Internal Nominating Committee
Report to Permanent Board
August 2015**

Currently, Internal Nominating Committee is submitting three names for approval by Permanent Board. They are:

Marion Athern - Clerks Nominating Committee Class of 2018

Donn Weinholtz – Clerks Nominating Class of 2017

Marian Baker– YM Nominating Committee Class of 2018

All current appointments are included in the attached table.

The committee has several offers pending. Some individuals may accept appointments during Sessions. If so, their names will be brought forward at the Permanent Board meeting immediately following Sessions.

Also, Internal Nominating requests some clarification regarding finding appointees to inhabit the Ad. Hoc Scholarship Disbursement Committee. (Sorry if I butchered the name.) How many people are needed, and by when?

As I will be in Rwanda teaching Help Increase the Peace skills during Sessions, **Carolyn Stone** will present the Internal Nominating Committee report.

Wishing you all a wonderful Sessions.

Warmly,

Donn Weinholtz
Clerk – Internal Nominating Committee

P.S. The table that we have submitted will have to be updated to accurately reflect recent changes in the Permanent Board assignments.

Internal Nominating Committee Report to Permanent Board August 1,2015

Clerk: Sarah Gant -2015-2018

Recording Clerk : Rebecca Steele: 2015-2018

2016	2017	2018	2019	2020
#Sarah Gant #Sandy Isaacs Bruce Neumann Elias Sanchez- Eppler Fritz Weiss Nancy Isaacs Elizabeth Szakowski	Holly Baldwin #Suzanna Schell Sara Smith Karen Sanchez- Eppler Travis Belcher Hannah Zwirner	Susan Davies # Donn Weinholtz Jean McCandless Rebecca Steele #Jeremiah Dickinson Rocky Malin Leanna Kantt Justice Erikson	Jacqui Clark Ian Harrington Chris Gant Ginny Bainbridge Bill Walkauskas Philip Stone #Deanna Chase #Carolyn Stone #Allan Kohrman	

in second term (can't be reappointed)

* filling out term – can be reappointed 2 entire terms

Sub Committee	2016	2017	2018	2019
Clerks Nominating	Allan Kohrman Ben Guaraldi	Fran Brokaw Donn Weinholtz	Marion Athern	
Personnel	Rebecca Leuchak Jan Hoffman Bob Murray Edward Baker	Chris Gant Jacqui Clark Resigned Elizabeth Szakowski	Neil Blanchard	
Internal Nominating	Patsy Shotwell Carolyn Stone	Susan Davies	# Donn Weinholtz + # Sarah Sue Pennell	
YM Nominating at Large	Rhoda Mowry Virginia Bainbridge Eileen Cummings resigned-	+ Sara Sue Pennell Richard Ristow Leslie Umans	Connie Kincaid – Brown Marian Baker	
Friends Camp Nominating	Brad Bussiere- Nichols Mary Knowlton			
NEYM Secretary Supervisor	Edward Baker			

Bold = Submitted for Permanent Board Approval

+ = not on Permanent Board

in second term (can't be reappointed)