

**New England Yearly Meeting of the Religious Society of Friends  
Permanent Board Minutes  
May 11, 2013  
Putney Monthly Meeting**

**13-39 Intervisitation with Putney Meeting:** Some members of Permanent Board began the day with an opportunity for intervisitation with Friends from Putney Monthly Meeting, part of our on-going endeavor to foster communication with Monthly Meetings. This event took place at the home of several members. Friends from Putney spoke of their experience of deep community and spiritual sharing, while PB members described their work and the joys of developing community with Friends from around New England. We heard a memorial minute for Glenice Hutchins.

**13-40 Opening Worship:** After relocating to the Meetinghouse, we settled into worship. We heard memorial minutes for Proctor Houghton, Tim Nicholson, and Sandy Spencer.

**13-41 Roll Call:** The Recording Clerk called the roll:

**Present:** Holly Baldwin, Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Sarah Gant, Ben Guaraldi, Jan Hoffman, John Humphries, Nancy Isaacs, Sandy Isaacs, Allan Kohrman, Rebecca Leuchak, Christopher McCandless, Bruce Neumann, Karen Sanchez-Eppler, Patricia Shotwell, Sara Smith, Carolyn Stone, Jane Van Landingham, Donn Weinholtz, Fritz Weiss, Carl Williams, Rosemary Zimmermann, Hannah Zwirner.

**Regrets:** Aimee Belanger, Eric Edwards, Galen Hamman, Mary Knowlton, Elias Sanchez-Eppler, Robert Murray, Suzanna Schell, Philip Stone.

**Ex-officio:** Edward Baker (Clerk of Personnel), Maria Lamberto (Clerk of Finance), Edward Mair (Treasurer), Noah Baker Merrill (Yearly Meeting Secretary), Jacqueline Stillwell (Presiding Clerk).

**Visitors:** Mary Frances Angelini (Fram, Archives Cttee), Nat Shed (Vass, Friends Camp), Delia Windwalker (Fram, Development Cttee.) Clarence Burley (Worc), Elisabeth Dearborn (Put), Cookie Forsythe (Put), Sheila Garrett (Dur), Roger Jasaitis (Put), Nancy Long (Put), Jim Nortz (Put), Susan Slowinski (Put), Kathleen Wooten (Law)

**13-42 Minutes:** We considered the draft minutes from our March 16 Meeting. With a few minor edits, the minutes were approved. The clerk advised the gathered body that she and the recording clerk will prepare a minute for Sessions in regard to the establishment of the new supervisory position, with language appropriate for insertion in Faith and Practice.

**13-43 Memorial Minutes:** In discussing which memorial minutes to forward to Sessions, we reflected on how these choices should be made. We heard both that F&P suggests forwarding minutes “in exceptional cases,” and that our recent practice has been to forward minutes for Friends who were active in the Yearly Meeting. We were reminded that all Memorial Minutes read at PB become part of the permanent minutes. (see also Minute 13-57)

**13-44 Yearly Meeting Secretary Report:** Noah began by pointing out that since Putney Meeting has given him the use of space in the Meetinghouse, “This is my office.” We heard that Noah is continuing his efforts to meet and get to know Friends, in a variety of settings including monthly meetings, committee meetings, and other gatherings. In his travels, he finds himself looking and listening for where there is new life, for where the growing edges are. And he hears questions like “What is the YM for?” And “What can the YM do to help us?” As the All-Maine gathering celebrated the 150<sup>th</sup> birthday of Rufus Jones, Noah was reminded that Rufus Jones thought BIG, and asked us, “Is this the time for us to think BIG?”

Regarding the Mid-year gathering, we heard that at the final accounting, there was a surplus of \$35. Responses to the survey were generally positive, and recordings of the talks are available at the YM website. As pointed out at our last meeting, the concern remains about impact on staff time. The Communications Director alone spent more than 100 hrs, time which was not in his job description, and which kept him from working on other tasks, such as the new website which, in fact, has about 100 hours left of work before it is ready to launch.

We heard that due to an oversight a recommendation for Sessions Fees was not brought to the last Sessions Committee meeting. The Treasurer, Accounts Manager, and Yearly Meeting Secretary have recommended an increase of \$25 per full-time adult attender for Sessions 2013. Also due to Finance Committee is a proposed budget for Sessions 2014.

Regarding the NEFH, Noah informed us that he had met with a CPA about closing the books and finalizing unemployment claims. Noah and Holly also met with an attorney who will assist us in resolving the State’s claim regarding unemployment insurance.

Regarding staff, we heard that he is close to hiring an Information Management Assistant. We also heard that Jodi Goodman, former Archivist who has been doing a limited amount of work for us, will soon terminate this arrangement, raising concerns about the ongoing management of our archives (see Minute 13-51).

The group considering a five-year financial plan will hold a first meeting in the near future.

**13-45 Presiding Clerk Report:** Jackie Stillwell, reporting on Coordinating and Advisory Committee (C and A), echoed Noah as she declared that considering where the life is, is at the heart of their work. C and A met with members of the Faith and Practice Revision Committee to offer support for their work, specifically in terms

of 1) documenting NEYM structural changes in recent years and 2) considering how they might present their progress and current sense of their work to Sessions this summer, including what text will be brought for consideration.

We heard that Sessions Committee is exploring new sites, recognizing that a move from the familiarity of Bryant requires many decisions. If a new site is chosen, much work will be required to configure the space to fit our needs. In counterpoint, one Friend pointed out that the relative opulence of Bryant sometimes feels counter to our testimonies.

In considering the success of last year's Mid-year gathering, Jackie pointed out that it is clear that Friends are seeking spiritual nourishment and connection. The question of responsibility for organizing and oversight remains unresolved: how do we responsibly make it happen without burdening staff? This is a question which may need to be discerned by PB, but should certainly also be on the agenda for the Structural Review Committee.

**13-46 Clerk's Nominating Committee:** On behalf of Clerk's Nominating Committee, Allan Kohrman offered the following names for the clerk's table, for 2013-2014. Friends **approved** forwarding these names to Sessions.

Presiding Clerk: Jacqueline Stillwell

Recording Clerks: Will Taber, Karen Sanchez-Eppler

Reading Clerks: Susan Davies, Andrew Grannell

**13-47 Memorial Minutes:** During our early afternoon worship, we heard memorial minutes for Hal Nomer and Eleanor Wilson.

**13-48 Treasurer's Report:** Ed Mair pointed out that although we appear headed for another deficit, we are in better shape than last year at this time.

Ed expressed his frustration with our continued deficit, given that modest contributions from all Friends with NEYM involvement would eliminate the current gap in funding.

**13-49 Development:** On behalf of the Development Committee, Delia Windwalker reported that since their retreat with Michael Wajda, their primary focus has changed to fostering major donors. She encouraged us all to be fundraisers, pointing out that if we don't *ask* for money, we don't *get* money. If we believe in the work of the YM, we should be helping to support it.

The Development Committee requested an additional \$1000 in excess of their FY2013 committee budget to support attendance at a fund-raising conference. Friends **approved**.

**13-50 Finance:** Maria Lamberto, clerk of Finance Committee, reported on their desire to produce a balanced budget without knowing how much money will actually come in. Looking for input from Permanent Board on how to approach our financial condition, Finance presented us with two budgets. “Option A” is a bare-bones budget with no staff cuts, but barring immediate change in our income is likely to include a deficit of at least \$48K. “Option B” is balanced, but includes 10% across the board cuts. Asked if he had imagined how such cuts might take place, Noah told us he has sketched out options including three levels of cuts, at \$11K increments, and stated his judgment that there is no way to make cuts without dramatic reductions in what programs, staffing, and services we provide to the Yearly Meeting.

We considered whether to accept Finance’s recommendation to use the interest from the Legacy Gift as income. While there was some concern about reducing the potential of this gift, we heard that the fund has in fact increased in value, and we were reminded that the decision at last year’s session was to not use capital or interest for one year. This leaves us open to request permission from Sessions to use the interest in FY2014.

Noting that Monthly Meeting giving is down, Friends touched on approaching the MM’s for more support of the ministry of the YM. Currently, while the Development Committee is responsible for encouraging individual donors, Finance Committee is charged with nurturing the financial relationships with MM’s. Is this the right approach? Should we resuscitate conversations about a broader, more intentional approach to visiting MM’s to nurture our spiritual and financial relationships? One PB member noted that she has come to recognize her role, within her MM, as representative from PB, and makes regular reports on issues and decisions.

Sensing movement in the Development Committee’s efforts, and recognizing that work is beginning on a five-year approach to budgeting, Friends tentatively **approved** sending “Option A” budget (including use of Legacy interest) to Sessions, requesting a final review of this recommendation at our Aug. 3 meeting.

**13-51 Assistant Treasurer:** Finance Committee also proposed Ben Guaraldi for Assistant Treasurer, as Sandy Moyer has resigned from this position. Friends **approved**.

**13-52 Travel minute:** the clerk presented a travel minute for Margaret Benefiel. The minute, from Beacon Hill Meeting, forwarded to us by Salem Quarter, endorses an upcoming trip to Kenya. Friends **approved** the Clerk endorsing it on behalf of the YM.

**13-53 Archives:** Looking for guidance from PB, Mary Frances Angelini, Clerk of the Archives Committee, reported on the state of the NEYM Archives. Currently housed at the Rhode Island Historical Society (RIHS), the Archives contain a great

deal of material that has not yet been catalogued. We heard that the limited hours we have allotted for an Archivist are mostly spent filling requests for information and cataloguing incoming materials, leaving the older material unknown and unavailable.

Given this concern, together with the fact that Jodi Goodman will be terminating her limited hours, the Archive Committee has begun to consider whether a better solution would be to donate the Archives to an institution which would be in a position to care for and catalogue our archives.

Acknowledging that the archives have at times been quite useful, Friends recognized that we are not being responsible about our care of these historical documents. If the documents go to an institution where they are close to the heart, they may become more available than they are now, particularly if some are digitized. Friends **approved** of the Archives committee exploring options for moving the archives, including the possibility of relinquishing ownership. We expect to hear a more specific recommendation at some point in the future. We understand that the YM Secretary and the clerk of Archives will have oversight of the Archives in the absence of an Archivist, and care of the Archives in the interim.

One Friend recalled that some of the archives may be on loan from Monthly Meetings, a situation which would need to be clarified and resolved before any transfer. Another Friend pointed out that even if the archives are transferred, we will likely continue to have need for an archivist to oversee the on-going transfer of documents. And another Friend offered the idea that we might use the un-spent Archivist salary to support legal fees during such a transfer. Friends **approved** use of unspent portions of the Archivist's salary to support this exploration

**13-54 Governance of Friends Camp:** Carolyn Stone, for the Ad-hoc Committee on the Good Governance of Friends Camp, reported that their Committee has expanded to include herself, Mary Knowlton, Jeremiah Dickinson, Phil Stone, Nat Shed, Laura Street, Andrew Grannell, Dee Kelsy, and James Grumbach. While there are other recommendations in the offing, Carolyn brought to our attention the Ad-hoc committee's recommendation that the Camp proceed with applying for accreditation from the American Camp Association (ACA).

Nat Shed, Camp Director, outlined the process, whereby work on his part will begin in the fall (after camp), followed by a site visit from the ACA in the spring and, assuming approval, accreditation in the fall of 2014.

The Clerk of Finance informed us that the \$2200 accreditation fee is in the "Option A" budget. Friends inquired as to whether this is a one-time budget request. Nat explained that it is an annual fee, and voiced the hope that the YM would be able to support the Camp this way in an on-going fashion. The clerk of PB suggested that this was a good question for the discernment of the Good Governance committee.

Friends **approved** the Camp moving forward with accreditation, and with inclusion of the necessary funds in the 2014 budget.

**13-55 Legacy Discernment Committee:** From the Legacy Discernment Committee we heard that they met on March 30 and agreed to extend the deadline for input from April 1 to May 15, to allow for more responses. They will meet again on June 9 to review the responses they have received, and consider next steps. So far they have heard from Monthly Meetings, Quarterly Meetings, Yearly Meeting Committees, Staff, Young Friends and YAF's.

**13-56 NEFH Memorial Minute:** Galen Hamann reports that she would like some additional support in this project. Kathleen Wooten has sent a few inquiries, looking for input. Ed Mair will contribute also. The clerk is concerned that, while there is some interest, there may not be enough to keep this moving forward.

**13-57 Student Aid Revisioning:** Hannah Zwirner reported that further conversations have yielded an intent to do more research: the ad-hoc committee will contact PB members, loan holders and MM clerks, seeking their thoughts and impressions on the usefulness and practicality of student aid.

**13-58 Structural Review:** Bruce Neumann gave an abridged version of a report from the Structural Review Committee (see attached). Janet Hough has agreed to clerk this committee. The group met on March 30 to begin the process of understanding the scope of their work and considering how to approach it. At their next meeting, on June 15, they will continue the process of uncovering assumptions and preconceptions, along with searching for a common understanding of the spiritual underpinnings of the YM. A third meeting has been appointed in July.

**13-59 Memorial Minutes:** Lacking more time to reconsider the criteria for forwarding Memorial Minutes, the Clerk suggests that we continue with the current practice of forwarding minutes as led, primarily for Friends with a history of YM activity. Alan Kohrman and Patsy Shotwell, coordinating with the Presiding Clerk, will act as the editing committee. These Friends may add detail or shorten the minute as is appropriate. In the case of minutes which are heavily edited for reading during Business sessions, the full text will appear in the Memorial Minute booklet. These Friends, possibly with the addition of others, will also bring a review of the process back for our consideration in November. Friends **approved** forwarding the following Memorial Minutes:

Glenice Hutchins, Proctor Houghton, Tim Nicholson, Hal Nomer, Eleanor Wilson

**13-60 Closing Worship:** Acknowledging that we had heard a lot and been challenged a lot, the clerk encouraged us to look for the life in our Yearly Meeting, and to share this with Friends at home. We closed in worship, purposing to meet again, God willing, on Aug. 3 at Bryant University, at the outset of our annual Sessions.

Holly Baldwin, Clerk

Bruce Neumann, Recording Clerk

### **Attachments:**

#### **Report from Structural Review Committee to PB – May 11, 2013**

The Structural review committee gathered for its first meeting, March 30, 2013. Fourteen of the sixteen members were in attendance, along with one visitor. Janet Hough was asked by C&A to be clerk, and agreed. Bruce Neumann agreed to clerk the first meeting and to act as recording clerk in the future.

We considered the charge from PB, which includes consideration of committee structure and function, staff job descriptions, governance, and the relationships of MM and YM, and the relationship of sessions to NEYM as a whole. From within our group, and from NEYM leadership, we hear the challenge to start, not by addressing symptoms, but with a deep search for where the life and vitality are, and for an understanding of what the issues are which have caused the current symptoms. We heard a secondary charge from C&A, that for our work to be ultimately effective, we must engage the YM as a whole in the process. Our work may be as much about creating this process as about proposing solutions.

Through the day, a number of reflections were offered which provide thought for our process moving forward:

- Joy and Love should be at the center of our work (both our ad-hoc committee and the YM). What is giving us life? What is sucking our spirit? What is God's invitation for us in this?
- How do we build vitality, despite an aging population, budget issues, nominating issues, and monthly meeting concerns? Is there vitality, love & joy in our Quarterly Meetings today?
- Intervisitation can create vitality by building relationships. Relationships are also built from shared experiences: annual sessions, mid-year gatherings, adult and youth retreats/conferences
- There are individuals and groups of Friends who are doing things with Life that *aren't* engaged in the YM. We need to seek them out. What common yearnings/callings are Friends hearing?

- How can we meld the fresh insights, energy and skills of younger and newer Friends with the wisdom and experience of older, more seasoned Friends? How do we welcome and provide support/mentoring to help YAFs and newcomers learn our established ways?
- We should not be afraid to EXPERIMENT!

In discussing how to approach the work ahead of us, it became clear that we as a committee have more work to do: peeling away layers of assumptions and preconceptions about ourselves, our monthly meetings, and our understanding of New England Yearly Meeting; together with searching for a common understanding of the spiritual underpinnings of the yearly meeting. This will be a focus of our committee meeting on June 15 in Hartford. We will meet again on July 20. In addition, a handful of us, including the two who could not attend our March meeting, will be meeting in the afternoon of May 25, at Friends Camp.



**New England Yearly Meeting of the Religious Society of Friends**  
**Permanent Board Minutes Draft**  
**January 19, 2013**  
**Framingham Monthly Meeting**

**13-01 Opening Worship:** We gathered for worship at Framingham Monthly Meeting. During our opening worship we heard that former PB clerk Edward Baker has Thyroid cancer, and we sent our collective prayers to him and his family.

**13-02 Welcome:** we were greeted by John Robinson (clerk) and Susan Woodrow, both of Framingham Meeting, who welcomed us to their Meetinghouse.

**13-03 Roll Call:** The recording clerk called the roll:

**Present:** Holly Baldwin, Aimee Belanger, Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Ben Guaraldi, Jan Hoffman, John Humphries, Nancy Isaacs, Sandy Isaacs, Mary Knowlton, Allan Kohrman, Rebecca Leuchak, Christopher McCandless, Robert Murray, Bruce Neumann, Karen Sanchez-Eppler, Suzanna Schell, Patricia Shotwell, Caroline Stone, Philip Stone, Jane Van Landingham, Donn Weinholtz, Fritz Weiss, Carl Williams, Rosemary Zimmermann, Hannah Zwirner

**Regrets:** Edward Baker (Clerk of Personnel), Eric Edwards, Sarah Gant, Galen Hamman, Elias Sanchez-Eppler, Sara Smith, Noah Baker Merrill (Yearly Meeting Secretary).

**Ex-officio:** Edward Mair (Treasurer), Jacqueline Stillwell (Presiding Clerk), Jonathan Vogel-Borne (Yearly Meeting Secretary), Maria Lamberto (Clerk of Finance).

**Guests:** Cynthia Ganung (Wellesley), Roland Stern (Wellesley), Honor Woodrow (Framingham), Kathleen Wooten (Lawrence), Judith Shea (New Haven), Dwight Lopes (New Haven)

**13-04 Minutes:** Friends reviewed the minutes from our November 17<sup>th</sup> meeting. The minutes were **approved**.

**13-05 Legacy Discernment Committee:** For the ad hoc committee, Suzanna Schell reported on progress since our November meeting (PB Minute 12-104). We heard that a revised letter inviting groups to consider how the Legacy Gift might be used, and Queries to assist in discernment, have been sent to clerks of all MM's, QM's, and YM committees, as well as YAF's and Young Friends. Additional materials for the discernment process will be available soon at NEYM.org. Nia Thomas has requested assistance in presenting the topic to Young Friends.

At our November meeting, the ad hoc committee communicated that more members would be useful, and we heard that Sarah Gant, Nellie Herman (Monadnock), and Eileen Cummings (Winthrop Center) have agreed to join the committee, which would welcome more assistance, particularly from the YAFs,

from the Pooled Funds, and people willing to travel representing the work of the committee. We **approved** allowing the committee to accept new members, asking them to report at our next meeting.

We heard a letter that the YAFs had prepared at their annual mid-winter retreat, as a result of their discernment about the Legacy Gift. They encourage us to focus, not on the money, but on “the new life which is rising up in our Yearly Meeting, and allow the money to follow those channels.” Feeling challenged to faithful listening in all our work, and to deeper discernment as we move forward, we were reminded that if we are listening to God, we will be led in faith to what we are supposed to do. We noted the potential connections between new life, the Legacy Gift, and our consideration of the YM structure; and that discernment must consider what *is* the work, or ministry, of the body.

The clerk called us into a period of worship so that we might have time to reflect and absorb what we had heard, and to feel for how the challenge may lead us.

**13-06 Student Loan Discernment:** For the ad hoc Student Loan Discernment group, Allan Kohrman reported on that group’s conclusions. Their sense is that, due to vast increases in tuition and the wide availability of federal loans, the modest sums traditionally offered by this fund have limited usefulness, and note that the Student Loan Committee has not functioned for 3 years. The group recommends four proposals: 1) Stop creating new loans, 2) Donate the existing money (\$56K) to scholarships for Quaker children at New England Quaker schools, 3) Ask the accounts manager to follow up with existing loans (\$82K), distributing these funds to those same schools as they are received, and 4) Lay down the Student Loan Committee.

Friends observed that the issue is not lack of need, but that the need is much greater than the existing fund and administration can handle. We heard both that huge debt can have an enormous impact on the spirit and activity of recent graduates, and that the greater flexibility of repayment of these loans has been a comfort and assistance to Friends in the past.

We were also cautioned that we are not particularly good financial stewards, and that any increase in funds distributed would require an increase in administrative oversight, which should not fall on an already overworked staff. Even the proposal for terminating the loan program puts an extra burden on the Accounts Manager.

Recognizing that nurturing the life of the spirit may yet include some form of financial support for education, we agreed to lay down the ad hoc Student Loan Discernment Group, but to defer decisions on their recommendations. We **approved** establishing an ad hoc Student Aid Re-visioning Committee, consisting of Hannah Zwirner, Aimee Belanger, and Rebecca Leuchak, and **approved** the following charge:

Acknowledging that the current model of student loans is no longer viable, but recognizing that there is life in the concern for how we provide financial support to YM members in need, we ask this ad hoc committee to consider how the Yearly Meeting might support students of any age, who might need financial aid for educational pursuits.

Ultimately we would need to consider ways to fund and administer a new program, but we ask this group to begin by reaching for an understanding of whether there is an emerging ministry of the YM to address these needs, and for ideas of how these ideas might be met.

**13-07 Presiding Clerk Report:** Jackie Stillwell reported that Sessions Committee met in December, and that work on the March 23 Mid-Year Gathering is progressing with enthusiasm. A poster has been prepared, and on-line registration is now available for this one-day event. Jeff Hipp and Dorothy Grannell are carrying the heart of this work.

Coordinating and Advisory Committee (C&A) gathered at Woolman Hill for a one day retreat, to consider the transition of Yearly Meeting Secretaries. C&A has also begun a dialogue about the need for long-term financial planning. They hope that C&A and PB together can envision a longer-range plan that will ensure the financial stability of the YM.

C&A also spent time considering the charge (see attachment to PB November 17 minutes) for the Structural Review Committee. They are concerned that the charge is too broad, and recommend that the ad hoc Committee review the charge themselves and bring back recommendations for prioritizing the work. Reflection on past endeavors suggests that the committee's eventual recommendations will be most effective if their work has included on-going engagement with as much of the YM as is possible. One Friend offered the Faith and Practice Revision Committee model, of bringing segments of their work and conclusions forward as they become clear.

**13-08 Structural Review Committee:** The Clerk reported on progress with the composition of the committee. Committed Friends include those who volunteered at Sessions, some whose names were raised at our November meeting, and others whose names were discerned by C&A. Several individuals are still considering. Reminding us that we do not need to approve these names, since PB gave authority to name the committee to C&A, the Clerk named the current composition of the committee as follows:

Anna Barnett (Portland)	Christopher McCandless (Burlington)
David Cadbury (Midcoast)	Bruce Neumann (Fresh Pond)
Lisa Graustein (Beacon Hill)	Alana Parkes (Beacon Hill)
Christopher Haines (Fresh Pond)	Jay Smith (Concord)
Cliff Harrison (Cambridge)	Jackie Stillwell (Monadnock)
Janet Hough (Cobscook)	Honor Woodrow (Framingham)
Debbie Humphries (Hartford)	

**13-09 Treasurer's Report:** Ed Mair reports that while we are slightly ahead in individual donations this year, he remains deeply concerned about the combination of last year's deficit and this year's challenge budget. While we have reserves to cover several years of such deficits, the situation calls for more active planning to prevent the eventuality of depleting the reserves. Ed voiced what he

recognizes as a rare opinion, that the Legacy Gift could be used to support the general budget. We discussed the need for monthly meetings to increase their contributions, hearing that finance committee has been reluctant to publicize a recommended per member contribution (\$115). One Friend recalled, that at the outset of hiring youth programs staff, MM's rose to the challenge of raising contributions to support the staff. Perhaps we need to communicate more with MM's as to what their contributions support. In the context of several Friends' questions about interpreting the financial reports, we were reminded that, in having some financial oversight, we have a responsibility to learn to understand them.

**13-10 Yearly Meeting Secretary Report:** Noting the Noah Baker Merrill is away, filling a previously scheduled engagement, Jonathan Vogel-Borne rose to speak about Quaker affairs in New England and beyond. We heard a very brief report about his and Minga's trip to Israel and Palestine, and that they are both eager to speak to groups about their experience.

Beth Collea (NEYM Religious Education Coordinator) and Margaret Cooley (Ministry and Counsel clerk) attended the initial consultation of FGC's new initiative on supporting new meetings.

Jonathan has observed an increasing level of interchange between NEYM and New York Yearly Meeting, a joint consultation exploring eldership being the latest example.

Our mid-year gathering will include conversations prompted by FWCC's theme of "Let the Living Waters flow."

Regarding the New England Friends Home, we heard that a cash settlement was offered to resolve a dispute with the caretaker, and that bureaucracy at the Department of Employment has prolonged resolution of their claim that we still owe a large sum. We may need to hire a lawyer to help resolve this.

YM staff – Jonathan notes that we do not yet have a new Archivist, and that the Archives Committee is exploring moving the archives, possibly to Amherst. We still need an administrative assistant.

Jonathan noted that he is enjoying the transfer of responsibility, and encouraged us to welcome Noah into his new role.

**Priorities Budget:** we were presented the first draft of this year's Priorities Budget. Acknowledging the possibility of little or no increase in income in FY'14, Jonathan and Noah have prepared several options which include cuts to staff hours, increasing employee contributions to healthcare, and downsizing the Worcester office. Other, more optimistic levels include COLA and expected, modest salary increases. Jonathan and Noah are not recommending the cuts, but thought that it was important that we understand that these cuts are potential consequences of our financial situation. While Finance Committee will have their first discussion about this on Feb. 9, Personnel Committee has voiced their opposition to any cuts, including the possibility of drawing down reserves. Hearing concerns about our financial health, but also concerns about not panicking, we united for the time being with the Personnel Committee, understanding that the Priorities budget will come back after more discernment.

**13-11 YM Secretary Appreciation:** Noting that Jonathan Vogel-Borne has had “a wide and personal reach,” Holly Baldwin presented Jonathan with a booklet she had prepared, containing personal reflections from a number of Friends. We spent time in worship sharing, hearing reminiscences about our time with Jonathan. We closed with the reminder that while he is leaving the position of YM Secretary, he will still be a part of NEYM.

**13-12 Personnel Committee:** For Personnel Committee, Judith Shea presented the Supervisory Structure report, prepared in cooperation with C&A. The report suggests that Internal Nominating appoint a supervisor for the YM Secretary who will also act as communicating member of both C&A and Personnel. This could be a current member of one committee or the other, taking on two additional roles (supervising and membership on the second committee), or it could be a new appointment. Internal Nominating committee voiced their willingness to take on this role, and Friends **approved** the recommendation. Jackie will continue as Noah’s supervisor in the interim.

**13-13 Report on Travel to Cuba:** Ben Guaraldi and Honor Woodrow presented an epistle from Cuban Young Friends, expressing their joy at the presence of NEYM YAFs. We also heard a letter from the YAFs describing their experience in Cuba. We heard that for some, the trip was a milestone in their spiritual development, experiencing Cuban forms of worship, and developing “a growing comfort with the unknown and mysterious aspects that come along with trying to live a led life.” We heard that some Friends from Cuba will attend our Mid-year gathering.

**13-14 Travel Minute:** We heard a revised Travel Minute for Kathleen Wooten, who has been led to travel with a concern for fostering community and deeper relationships among Friends. Friends **approved** the minute.

**13-15 Internal Nominating:** For Internal Nominating Committee, Donn Weinholz presented the following names. Friends **approved** these nominations.

- Clerk’s Nominating Committee: Allan Korhrman (Wellesley), Class of 2016
- Internal Nominating: Patsy Shotwell (Wellesley), Class of 2016
- Personnel Committee, Rebecca Leuchak (Providence), Class of 2016
- Yearly Meeting Nominating: Sarah Sue Pennell (Cambridge), Class of 2014

**13-16 Intervisitation:** Noting that Friends had been unable to arrange a gathering with our host Meeting (PB minute 12-113), the clerk recognized that this process may require a different approach than expected, and asked for volunteers to shepherd the process with Smithfield Meeting, site of our next meeting.

**13-17 Closing Worship:** Reminded that “Glorious things will come to pass,” we closed in worship, purposing to meet again on 16 March, 2013 at Smithfield Monthly Meeting.

Holly Baldwin, Clerk  
Bruce Neumann, Recording Clerk

# Wait List Survey

Summary Prepared on 04/11/13

This report summarizes 7 of 7 total responses.

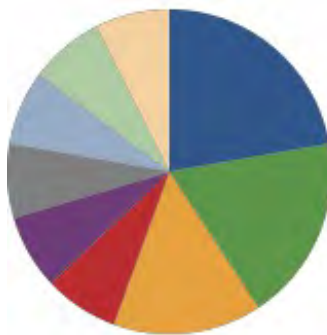
Summary for the results with the following restrictions:

**Response Filters**

Invitation Type: all  
Status: all  
Alerts:  
Email Contains:

## Wait List Survey

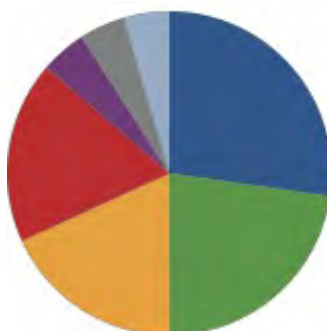
### 1. What attracted you to this event? (Check all that apply)



- 22.2% [Because it was the NEYM Mid-Year Gathering \(6\)](#)
- 18.5% [Interested in theme \(5\)](#)
- 14.8% [Wanted to hear someone from a different Friends tradition/part of the world \(4\)](#)
- 7.4% [Price was right \(2\)](#)
- 7.4% [Ideal location \(2\)](#)
- 7.4% ["Other" Answers](#)
- 7.4% [To take back some practical advice or learning \(2\)](#)
- 7.4% [To learn more about Friends worldwide \(2\)](#)
- 7.4% [To support FWCC \(2\)](#)
- 0.0% [Other \(0\)](#)
- 0.0% [Interested in the speakers for other reasons \(0\)](#)
- 0.0% [Good time of the year to get away \(0\)](#)

Provide additional comments below (optional): *You may browse comments online or download the CSV.*

### 2. Which of the following best describe your sentiments about not being able to attend? (check all that apply)

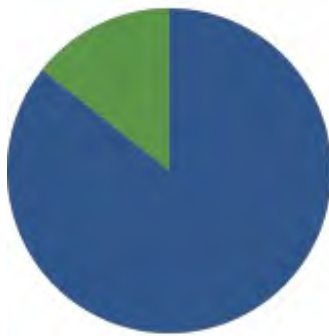


- 27.2% [Happy that the gathering had such strong interest \(6\)](#)
- 22.7% [Grateful for audio recordings of speakers \(5\)](#)
- 18.1% [Disappointed to not be able to hear the speakers \(4\)](#)
- 18.1% [Disappointed to not be able to be with other NEYM Friends at Mid-Year Gathering \(4\)](#)
- 4.5% [Dissatisfied that I/we did not register sooner \(1\)](#)
- 4.5% [Feel that the planning committee should have found a larger venue \(1\)](#)
- 4.5% ["Other" Answers](#)
- 0.0% [No strong feelings about not being able to attend](#)

[\(0\)](#)

Provide additional comments below (optional): *You may browse comments online or download the CSV.*

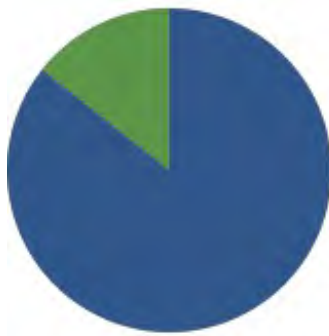
**3.** Would you have wanted to attend if the event were held in a hotel and the price was higher?



■ 85.7% [Maybe \(6\)](#)  
■ 14.2% [Yes \(1\)](#)  
■ 0.0% [No \(0\)](#)

Provide additional comments below (optional): *You may browse comments online or download the CSV.*

**4.** Have you attending NEYM Annual Sessions in August before? (Choose the one that best applies)



■ 85.7% [Yes \(6\)](#)  
■ 14.2% [No \(1\)](#)  
■ 0.0% [Yes, though I do not expect to again \(0\)](#)  
■ 0.0% [No, though I hope to. \(0\)](#)  
■ 0.0% [No, and I do not expect to. \(0\)](#)

Provide additional comments below (optional): *You may browse comments online or download the CSV.*

**5.** Please share any other thoughts or concerns that haven't been addressed in the other questions:  
*You may browse freeform responses online or download the CSV.*



1. What attracted you to this event?

("Other" responses:)

- see good F/friends.
- enthusiasm of friend for these particular Friends

2. Which of the following best describe your sentiments about not being able to attend? (check all that apply)

- I was disappointed that registration closed so quickly. Perhaps this surprised the planners too. A bigger venue for a mid-year gathering would have helped, or perhaps a pre-planning souvenir to help gauge interest.
- Serendipitously, not coming was better as an important Friend has a memorial service that day in Hanover

5. Please share any other thoughts or concerns that haven't been addressed in the other questions:

- I was offered the opportunity to attend from the wait list a week before the event, but by then I had made other plans. So my experience is that the wait list system set up did function somewhat.
- Nice to have you follow-through and Nice to have such a good lead-in to the event on the NEYM website
-

## Coordinating & Advisory Minute 2013-01

New England Yearly Meeting of Friends (NEYM) supports vital ministries. In our tradition, when we as a body affirm that we are led to undertake shared work together, integrity requires that together we provide the resources necessary to carry our work forward.

The significant deficit NEYM experienced at the end of Fiscal Year 2012 is a warning that we are not fully meeting this responsibility - one we should heed. Our monthly meeting contributions, individual giving, and other sources of income are not commensurate with our sense of God's leading for our work as a People.

Faithfulness requires careful discernment of how we are led. But if we are to experience the fruits of faith in action, we must also respond to leadings with diligence, creativity, and hard work. We are blessed that in this time of challenge and growth, Friends in New England are engaged in discernment about how the resources in our care can help us answer God's call.

The Coordinating & Advisory Committee – composed of the Presiding Clerk of Yearly Meeting, the Clerk of the NEYM Permanent Board, the Clerk of NEYM Ministry & Counsel, the NEYM Treasurer, the Yearly Meeting Secretary, and the supervisor to the YM Secretary – is charged with caring for the life of the whole yearly meeting. In that capacity, we affirm the need for an ongoing budget that is balanced without cutting existing vital programs and services to Friends.

We unite with the Personnel Committee recommendation that NEYM approve a Fiscal Year 2014 budget consistent with the needs above, even if it means expending some of our financial reserves to do so. In order to recommend this course of action with integrity, we need a long term plan that leads to financial sustainability to go with it.

**We ask the Finance, Personnel, and Development Committees of NEYM to work together to plan for and help NEYM accomplish the goal of building a sustainable financial foundation for the life and ministry of Friends in New England over the next five years. Specifically, we would like to see the FY2014 budget presented in the context of a five-year plan that demonstrates how we intend to realistically achieve financial sustainability for NEYM operations within that timeframe.**

NEYM is at a spiritual crossroads. We can limit our support of the Quaker movement in New England based on assumptions of scarcity and “the way things are,” undermining ourselves by cutting vital supports, or behaving as if God alone will solve the challenges we face. This would ignore our own responsibility to act in faithfulness.

We see a more hopeful path emerging in NEYM. We can allow the Life we feel to guide us into courageous new ways of working and serving together - and trust that, in this faithful work, the Spirit will be with us, helping the new growth to happen. We believe the concrete steps we suggest will help us continue to move in this direction - changing our behavior, and increasing our income.

Let us grow together in God's abundance, each doing our part to help this abundance be visible - in our finances, in our work, and in our witness. In this active partnership with God, we are promised, all things are possible.

From the Personnel Committee's January 8, 2013 minutes:

"The Personnel Committee unites in opposing any cuts to staff salaries or benefits. ...We believe recent budget trends present a non-sustainable situation and we feel that it is crucial ... that we find solutions that do not entail cutting support for staff. If necessary we are willing to draw down reserves to meet these funding requirements."

From the Permanent Board's January 19, 2013 minute 13-10 (draft):

"Priorities Budget: we were presented the first draft of this year's Priorities Budget. Acknowledging the possibility of little or no increase in income in FY14, Jonathan and Noah have prepared several options which include cuts to staff hours, increasing employee contributions to healthcare, and downsizing the Worcester office. Other, more optimistic levels include COLA and expected, modest salary increases. Jonathan and Noah are not recommending the cuts, but thought that it was important that we understand that these cuts are potential consequences of our financial situation. While Finance Committee will have their first discussion about this on Feb. 9, Personnel Committee has voiced their opposition to any cuts, including the possibility of drawing down reserves. Hearing concerns about our financial health, but also concerns about not panicking, we united for the time being with the Personnel Committee, understanding that the Priorities budget will come back after more discernment."

## Personnel Committee Response to C&A Minute on NEYM Financial Planning

From the minutes of the 3/7/2013 meeting of the NEYM Personnel Committee:

### 9. C&A Minute on NEYM Financial Planning

Coordinating and Advisory will be bringing a minute on fiscal responsibility and the need for long-term fiscal planning to the next meeting of the Permanent Board on March 16, 2013. We read a draft of this minute and would like our endorsement of it recorded in the presentation of this minute to Permanent Board:

The Personnel Committee from our position of responsibility for the integrity of NEYM's employment practices recognizes the need to provide a stable budgetary environment that can ensure staff job security as well as continuity in programming and other NEYM initiatives. We strongly endorse this proposal for more consistent and long-term fiscal planning.

## Report from clerk of Finance Committee to Permanent Board

1. As committee day was canceled Finance Committee has not yet met to begin budget talks. We will likely have to set up GoogleGroup calls or Skype (with assist from NEYM office) going forward. We will consider recommendations from Personnel Committee to increase salaries and restore benefits as outlined in their report to Permanent Board, as well as requests from the few committees that have requested 2014 financing.

Thus far, Finance Committee has received budget requests from only the following committees:

Earthcare M&C;  
FWCC;  
Puento de Amigos;  
Quaker Youth Education  
Faith & Practice revision;  
Friends Camp;  
Finance Committee (for a laptop for the Treasurer);

Jeff Hipp has advised that cost of publishing Directories and Sessions minute books exceeded budget for this year and so we'll have to budget more in Publishing for 2014.

2. Finance Committee has begun discernment with a financially experienced Friend whether and to what extent to accept that person's offer to provide an overview assessment of NEYM financial practices, with the expressed aim of more efficient bookkeeping and more transparent financial reporting that conform more closely to commonly accepted accounting standards.
3. Finance Committee recommends that Permanent Board consider a formal evaluation of what happened with Friends Home with an eye toward guiding NEYM decision making going forward. This process may include consideration of, among other things:
  - Relationship of activity or involvement to core "business" of NEYM
  - Adequacy of volunteer committee structure and skill set of members to manage activity
  - Need to subcontract aspects of activity and availability of oversight for that subcontracting
  - Potential liability and risk to NEYM assets of involvement in activity

Peace,

Maria

**NEYM**  
**Balance Sheet (includes all Classes)**  
As of March 14, 2013

	<u>Total</u>
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Checking Accounts	
1005 TD Bank Checking	155,188.36
1010 Checking Northampton Coop	2,441.01
Total 1010 Checking Northampton Coop	<u>\$ 2,441.01</u>
1015 Bank of America - Checking	0.00
1040 Petty Cash	200.00
Total 1000 Checking Accounts	<u>\$ 157,829.37</u>
1020 Money Market Accounts	
1022 TD Bank MM \$#1	2,543.98
1025 Money Market Northampton Coop	1,053.06
1070 Bank of America - Money Market	0.00
Total 1020 Money Market Accounts	<u>\$ 3,597.04</u>
1050 Certificates of Deposits	
1051 TD Bank MM #2 CD	5,317.18
1052 CD'S Northampton Coop	53,915.81
1055 DNU (deleted)	0.00
1080 Bank of America - CD	0.00
Total 1050 Certificates of Deposits	<u>\$ 59,232.99</u>
Total Bank Accounts	<u>\$ 220,659.40</u>
Accounts Receivable	
1200 Accounts Receivable	0.00
1210 SLOA AR Principal Interest	15,369.54
1215 SLOA Principal Non Interest	56,855.38
1220 SLOA Interest Receivable	4,158.13
1230 CD sales receivable	0.00
1275 Book Sales	-88.91
1277 Postage	0.00
Total 1275 Book Sales	<u>-\$ 88.91</u>
Total 1200 Accounts Receivable	<u>\$ 76,294.14</u>
Total Accounts Receivable	<u>\$ 76,294.14</u>
Other current assets	
1075 Pooled Funds	1,887,607.49
1100 Accrued Receivable	-123.96
1110 Due to/from Friends Camp	1,338.52
1112 Camp Disability	84.47
1114 Camp - Retirement	1,723.16
1115 Camp Loan	0.00
1116 Camp Mailings	0.00

# NEYM

## Balance Sheet (includes all Classes)

As of March 14, 2013

1118 Camp - Umbrella Liability Insur	0.00
1119 Camp Funds in Transit	0.00
<b>Total 1110 Due to/from Friends Camp</b>	<b>\$ 3,146.15</b>

1130 Student Loan Principal Rec.	-44.63
1132 Student Loan Principal Non Inte	0.00
1135 Student Loan Interest Rec.	-7.87
1140 Due to/from Sessions	0.00
1150 Prepaid Expenses	600.00
1190 Misc due to/from	0.00
1499 Undeposited Funds	0.00

<b>Total Other current assets</b>	<b>\$ 1,891,177.18</b>
-----------------------------------	------------------------

<b>Total Current Assets</b>	<b>\$ 2,188,130.72</b>
<b>TOTAL ASSETS</b>	<b>\$ 2,188,130.72</b>

### LIABILITIES AND EQUITY

#### Liabilities

##### Current Liabilities

##### Accounts Payable

Accounts Payable	0.00
<b>Total Accounts Payable</b>	<b>\$ 0.00</b>

##### Other Current Liabilities

2010 Accrued Liabilities	333.13
2110 Federal Taxes	0.00
2120 State Taxes	0.00
2150 Health Insurance Premium	-826.65
2155 Sect 125 Employee Withholding	176.34
2160 403B Retirement	0.00

<b>Total Other Current Liabilities</b>	<b>-\$ 317.18</b>
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<b>Total Current Liabilities</b>	<b>-\$ 317.18</b>
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<b>Total Liabilities</b>	<b>-\$ 317.18</b>
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#### Equity

3500 Working Capital	176,590.10 available for operations
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3600 Board Designated Funds	0.00
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3620 Faith & Practice Revision	38,954.96
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3630 World Conference Travel	0.00
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3650 Quasi-Endowment (Investments)	109,653.80 available for operations
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3680 NEFH Fund	1,162,691.39 not available
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<b>Total 3600 Board Designated Funds</b>	<b>\$ 1,311,300.15</b>
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3700 Revolving Accounts	0.00
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# NEYM

## Balance Sheet (includes all Classes)

As of March 14, 2013

3705 Archives	4,345.58	
3712 FUM Intervisitation	1,368.45	
3714 Peace Tax Fund	9,365.45	
3715 Peaceworker	1,784.36	
3720 Prejudice & Poverty	6,762.14	
3725 Puente de Amigos	3,991.97	
3730 Suffering	4,939.42	
3740 CE Pubs	0.00	
3750 M & C Pubs	0.00	
3755 Student Loan	138,527.31	
3760 Young Friends Travel	3,310.96	
3780 FCNL Pass through	0.00	
<b>Total 3700 Revolving Accounts</b>	<b>\$ 174,395.64</b>	not available for operations
3800 Permanently Restricted Funds	0.00	
3802 Endowment Fund	0.00	
38021 Unavailable	20,802.48	
38022 Available	1,094.87	
<b>Total 3802 Endowment Fund</b>	<b>\$ 21,897.35</b>	
3804 Alice Needham	0.00	
38041 Unavailable	15,751.11	
38042 Available	829.01	
<b>Total 3804 Alice Needham</b>	<b>\$ 16,580.12</b>	
3806 Amy S. Hayden	0.00	
38061 Unavailable	51,899.88	
38062 Available	2,731.57	
<b>Total 3806 Amy S. Hayden</b>	<b>\$ 54,631.45</b>	
3808 Anna M. Brown	0.00	
38081 Unavailable	31,504.43	
38082 Available	1,658.13	
<b>Total 3808 Anna M. Brown</b>	<b>\$ 33,162.56</b>	
3810 Freedmen's	0.00	
38101 Unavailable	98,898.16	
38102 Available	33,195.81	
<b>Total 3810 Freedmen's</b>	<b>\$ 132,093.97</b>	
3812 FUM Foreign Missions	0.00	
38121 Unavailable	42,451.72	
38122 Available	2,234.30	
<b>Total 3812 FUM Foreign Missions</b>	<b>\$ 44,686.02</b>	
3814 FUM Home & Foreign	0.00	
38141 Unavailable	5,943.51	
38142 Available	312.82	
<b>Total 3814 FUM Home &amp; Foreign</b>	<b>\$ 6,256.33</b>	
3816 FUM Ramallah	0.00	
38161 Unavailable	53,677.70	
38162 Available	2,825.14	
<b>Total 3816 FUM Ramallah</b>	<b>\$ 56,502.84</b>	
3818 Hanson/Hill	0.00	



# NEYM

## Balance Sheet (includes all Classes)

As of March 14, 2013

38181 Unavailable	28,443.03	
38182 Available	1,497.00	
<b>Total 3818 Hanson/Hill</b>	<b>\$ 29,940.03</b>	
3824 Mosher Book & Tract	0.00	
38241 Unavailable	58,309.07	
38242 Available	3,068.90	
<b>Total 3824 Mosher Book &amp; Tract</b>	<b>\$ 61,377.97</b>	
3826 Phillips/Purington/Hawkes	0.00	
38261 Unavailable	22,864.58	
38262 Available	1,203.40	
<b>Total 3826 Phillips/Purington/Hawkes</b>	<b>\$ 24,067.98</b>	
3828 Pittsfield/Varney	0.00	
38281 Unavailable	6,764.45	
38282 Available	356.02	
<b>Total 3828 Pittsfield/Varney</b>	<b>\$ 7,120.47</b>	
3830 Susan B. Kirby	0.00	
38301 Unavailable	7,460.45	
38302 Available	392.66	
<b>Total 3830 Susan B. Kirby</b>	<b>\$ 7,853.11</b>	
3832 West Falmouth Prep Mtg	0.00	
38321 Unavailable	3,870.26	
38322 Available	203.70	
<b>Total 3832 West Falmouth Prep Mtg</b>	<b>\$ 4,073.96</b>	
<b>Total 3800 Permanently Restricted Funds</b>	<b>\$ 500,244.16</b>	not available for operations
 3900 Retained Earnings	11,113.30	From this YTD all Classes
Net Income	14,804.55	From previous years
		all Classes
<b>Total Equity</b>	<b>\$ 2,188,447.90</b>	
 <b>TOTAL LIABILITIES AND EQUITY</b>	 <b>\$ 2,188,130.72</b>	

Thursday, Mar 14, 2013 06:43:16 PM PDT GMT-4 - Cash Basis

## Budget vs. Actuals: FY2013

### Classes 100 to 500 (Operating) +730 (Equal) -380 (NEFH)

October 2012 - September 2013

	Total		
	Actual	Budget	% of Budget
<b>Income</b>			
4010 Individual Contributions	22,899.40	122,396.00	18.71%
4020 Monthly Meeting Contributions	119,677.45	322,698.00	37.09%
4030 Organizations Contributions	1.00		
4050 Interest and Dividend Income	8,659.07	12,000.00	72.16%
4055 Student Loan Interest	(16.57)		
4070 Books and other Items	290.10	20,000.00	1.45%
4080 Retreat Program Fees	28,355.00	53,370.00	53.13%
4085 Sessions Program Fees		173,500.00	0.00%
<b>Total Income</b>	<b>\$ 179,865.45</b>	<b>\$ 703,964.00</b>	<b>25.55%</b>
<b>Gross Profit</b>	<b>\$ 179,865.45</b>	<b>\$ 703,964.00</b>	<b>25.55%</b>
<b>Expenses</b>			
5000 Staff	116,194.13	335,150.00	34.67%
5075 Undistributed Credit Card Charge	6,841.01		
5100 General & Administration	12,042.38	44,065.00	27.33%
5300 Travel & Conferences	7,416.49	21,000.00	35.32%
6000 Programs	20,326.41	230,300.00	8.83%
6140 Books and Other	0.00	16,700.00	0.00%
6200 Benevolence	1,944.55	48,749.00	3.99%
6600 Publications	6,173.25	8,000.00	77.17%
<b>Total Expenses</b>	<b>\$ 170,938.22</b>	<b>\$ 703,964.00</b>	<b>24.28%</b>
<b>Net Operating Income</b>	<b>\$ 8,927.23</b>	<b>\$ -</b>	
<b>Net Income</b>	<b>\$ 8,927.23</b>	<b>\$ -</b>	

Friday, Mar 08, 2013 05:13:11 PM PST GMT-5 - Cash Basis

**YTD Comparison with Previous Year**  
**Classes 100 to 500 (Operating) + 730 (Equal) -380 (NEFH)**  
October 1, 2012 - March 8, 2013

	Total Throgh 03/08/		
	2013	2012 Prev Year	Change
<b>Income</b>			
4010 Individual Contributions	22,899.40	24,305.50	(1,406.10)
4020 Monthly Meeting Contributions	119,677.45	109,454.83	10,222.62
4022 FUM MM Restricted Funds		140.00	(140.00)
4030 Organizations Contributions	1.00	101.02	(100.02)
4050 Interest and Dividend Income	8,659.07	3,330.56	5,328.51
4055 Student Loan Interest	(16.57)		(16.57)
4070 Books and other Items	290.10	385.60	(95.50)
4080 Retreat Program Fees	28,355.00	24,606.57	3,748.43
4099 Net Assets Released To/From	0.00		0.00
<b>Total Income</b>	<b>\$ 179,865.45</b>	<b>\$ 162,324.08</b>	<b>\$ 17,541.37</b>
<b>Gross Profit</b>	<b>\$ 179,865.45</b>	<b>\$ 162,324.08</b>	<b>\$ 17,541.37</b>
<b>Expenses</b>			
4000 Reconciliation Discrepancies	0.00	0.00	0.00
5000 Staff	116,194.13	126,163.22	(9,969.09)
5075 Undistributed Credit Card Charge	6,841.01		6,841.01
5100 General & Administration	12,042.38	12,038.43	3.95
5300 Travel & Conferences	7,416.49	7,518.91	(102.42)
6000 Programs	20,326.41	27,396.43	(7,070.02)
6140 Books and Other	0.00		0.00
6200 Benevolence	1,944.55		1,944.55
6600 Publications	6,173.25	8,025.89	(1,852.64)
<b>Total Expenses</b>	<b>\$ 170,938.22</b>	<b>\$ 181,142.88</b>	<b>\$ (10,204.66)</b>
<b>Net Operating Income</b>	<b>\$ 8,927.23</b>	<b>\$ (18,818.80)</b>	<b>\$ 27,746.03</b>
<b>Net Income</b>	<b>\$ 8,927.23</b>	<b>\$ (18,818.80)</b>	<b>\$ 27,746.03</b>

Friday, Mar 08, 2013 05:05:19 PM PST GMT-5 - Cash Basis

# Proposed Fiscal Year 2014 Priorities Process Budget (Draft 4 March 7, 2013)

**Created by Jonathan Vogel-Borne & Noah Baker Merrill**, with input from "Funding Our Vision" Day (Nov 3, 2012), Personnel Committee (Jan 8, 2013), Coordinating & Advisory (Jan 9, 2013), Permanent Board (Jan 19, 2013), and Coordinating & Advisory (Feb 22, 2013)

**Goals:** 1) Provide sufficient resources to sustain the current ministries of New England Friends; 2) Ensure financial sustainability in the context of a multi-year approach in support of our vision

**Assumptions:** 1) A pessimistic view of changes in income in FY2013; 2) Reserves & working capital are being drawn down

A. Possible Increases in Expenses	Change from FY2013 Budget	Priority Level	C. Changes in Income	Current FY2013 Budget	Change from FY2013 Budget
<b>i Support for youth ministry, First Day Schools, &amp; families</b>			<b>i Contributions from:</b>		
Increase of YF-YAF Coord. Salary (3rd & final year step increase)*	\$1350	5	Monthly Meetings	\$310000	\$0
<b>ii Support for administrative integrity</b>			Individuals	\$97000	\$0
Healthcare premiums, est. 3% increase (fixed cost)	\$1500	All levels	Funding Challenge	\$38000	(\$38000)
Add additional staff spouse to healthcare plan (fixed cost)	\$9500	All levels	<b>ii Interest and dividend income***</b>	\$12000	\$0
2% Cost of Living Adjustment (COLA)**	\$5000	4	<b>Total Changes in Income:</b>		<b>(\$38000)</b>
Increase of YM Sec salary (1st year in step increase)****	\$2000	5	Potential "savings" from cuts in expenses		\$45000
<b>iii Support for Friends witness in the wider world</b>			<b>Total Changes in Income, less cuts in expenses:</b>		<b>\$7000</b>
5% increase of contributions to FWCC, FGC, FUM	\$2500	5			
Restore contributions (FWCC, FGC, FUM) to FY2008 levels	\$4000	6			
<b>Total Increase in Expenses, all priority levels:</b>	<b>\$25850</b>				
<b>B. Potential Decreases/Cuts in Expenses</b>			<b>Projected Income Needed for Each Priority Level</b> (see itemized descriptions below):		
<b>i Reduce Office Rent</b> (needs consultation w/Worcester MM)			<b>Level 1:</b> Health increases w/3 "staff days" cut, no office, 80% healthcare		\$4000
Downsize existing office footprint (from 3 to 2 rooms)	(\$3000)	1-3	<b>Level 2:</b> Level 1 with only 2 "staff days" cut		\$15000
Develop one day/wk central location face-to-face staff meeting	(\$4000)	1-2	<b>Level 3:</b> Level 2 with 1 "staff day" cut, less office, 100/80% healthcare		\$35000
<b>ii Cut staff salaries</b> (by position or proportionate cut for all staff)			<b>Level 4:</b> Level 3 with no cuts + 2% COLA		\$54000
Cut by up to 3 increments of \$11,000 (=1 day/wk @ \$20/hr)	(\$33000)	1-3	<b>Level 5:</b> Level 4 + YF-YAF Coord. + YM Sec + 5% contributions		\$59850
<b>iii Decrease staff healthcare benefits</b>			<b>Level 6:</b> Level 5 + Restore contributions to 2008 levels		\$63850
80% contribution (current 100% employee/80% each dependent)	(\$5000)	1-2			
<b>Total Decrease in Expenses, all priority levels:</b>	<b>(\$45000)</b>				

## Suggested Priority Levels by Description (with projected increase in income needed for each priority level)

Level 1: \$4,000 (all cuts)	Level 2: \$15,000	Level 3: \$35,000	Level 4: \$54,000	Level 5: \$59,850*****	Level 6: \$63,850
Healthcare increases (Weekly face-to-face mtg) (3 "staff days" cut) (Pay 80% healthcare)	Healthcare increases (Weekly face-to-face mtg) (2 "staff days" cut) (Pay 80% healthcare)	Healthcare increases (Downsize Worcester office) (1 "staff day" cut)	Healthcare increases 2% COLA** (No cuts in expenses)	Healthcare increases 2% COLA** YF-YAF increase YM Sec increase 5% increase contributions	Healthcare increases 2% COLA** YF-YAF increase YM Sec increase 5% increase contributions Restore contributions

\* **YF-YAF Coordinator Salary:** The recommended salary increase brings the compensation for this position to a level comparable to the other youth staff.

\*\* **From the NEYM Personnel Policy Manual:** "The Yearly Meeting strives to provide annual cost-of-living adjustments (COLA) to the salaries paid to its employees. The COLA is based on the Consumer Price Index - All Urban Consumers (CPI-U) for the Boston area as published by the U.S. Bureau of Labor Statistics." The percent change in the Boston area Consumer Price Index (CPI) over the 12 month period ending January 2012 has not yet been set. The figure for December 2012 is 2.0%.

\*\*\* **Policy on Interest & Dividend Distribution:** At the recommendation of the Treasurer, Finance Committee & Permanent are asked to review how interest & dividend income is distributed. In the financial statements at the close of FY2012, the Treasurer chose not to show the usual portion of this income in the operating budget so as to prompt the YM to adopt a clearer policy.

\*\*\*\* **YM Secretary step increase:** In the hiring agreement signed by the Clerk of Permanent Board and the incoming YM Secretary, a series of three step increases is specified over three years, totalling \$4000. The increase of \$2000 for FY2014 reflected in this budget is stipulated in that document.

\*\*\*\*\* **Personnel Committee Salary/Benefits Recommendation:** From the Committee's January 8, 2013 minutes — "The Personnel Committee unites in opposing any cuts to staff salaries or benefits. ...We believe recent budget trends present a non-sustainable situation and we feel that it is crucial ... that we find solutions that do not entail cutting support for staff. If necessary we are willing to draw down reserves to meet [Level 5] funding requirements."

Report from adhoc committee considering how to best support the YM secretary's transition.

Fritz Weiss, Ed Mair, Jackie Stillwell, Noah Baker Merrill met on 22 February 2013. Judith Shea sent regrets.

We make the following recommendations:

A. C&A and the direct supervisor will work with the YM Secretary to create a professional development plan for the YM secretary in the areas of benefits administration, human resource management, budget management, fiscal forecasting and financial practices for non-profit management. (perhaps coursework SIT or Antioch with peer learners)

B. Gather information about executive coaching – possible coaches, cost and focus. Hire a coach to work with YM secretary for an initial time (12 months).

C. C&A and direct supervisor are responsible for gatekeeping around YM secretary's use of time and energy. (weekly check-ins with supervisor and others as needed)

Additionally we noted/discussed:

A.) Ask Personnel to recommend adding funds to the staff development line in the YM budget (currently this line is \$0).

B.) We expect staff to have a workload that supports a healthy balance of work and leisure.

i.) We support each staff taking annual retreats/professional development time.

ii.) We expect staff to have regular days off for rest and renewal.

C.) As the Secretary addresses specific situations such as those which occur in closing the NE Friends Home, it is the responsibility of the YM to recruit the necessary expertise and resources to respond to these situations.

Personnel and C&A should assist the secretary in the development of resources when the YM Secretary is faced with difficult situations or identifies a need.

These are the needs at present:

ii.) a new general counsel

iii.) professional help to close the books and file the necessary reports around the final closing of the Friends Home, and to resolve the concern with the MA dept. of unemployment

iv.) assistance to assess the overall insurance needs of the YM and the Friends Camp.

D.) As we move forward, the secretary should bring concerns about adequacy of administrative support for the position, and for the YM office to Personnel Committee for seasoning and presentation to Permanent Board.

E.) The Secretary is responsible for gatekeeping requests on Staff Time.

***Internal Nominating Committee Report to Permanent Board March 16, 2013***

**Clerk: Holly Baldwin 2012 – 2015**

**Recording Clerk : Bruce Neumann 2012-2015**

<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Susan P. Davies Jeremiah Dickinson #Eric Edwards Bob Murray C. Jane Van Landingham Carl Williams Donn Weinholtz	#Mary Knowlton #Beth Gorton Deana Chase Allan Kohrman #Christopher McCandless Phil Stone Carolyn Stone	Aimee Belanger Ben Guaraldi Galen Hamman Jan Hoffman Rebecca Leuchak Patsy Shotwell Rosemary Zimmerman	#Sarah Gant #John Humphries #Sandy Isaacs Bruce Neumann Elias Sanchez-Eppler Fritz Weiss Nancy Isaacs	Holly Baldwin Suzanna Schell Sarah Smith Karen Sanchez-Eppler

#in second term (can't be reappointed)

\*filling out term – can be reappointed 2 entire terms

<b>Sub Committee</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Clerks Nominating</b>	#Patsy Shotwell Allan Kohrman	+Debbie Humphries +Benigno Sanchez-Eppler	Christopher McCandless Rosemary Zimmerman	Allan Kohrman <b>Ben Guaraldi</b>
<b>Personnel</b>	Rebecca Leuchak Jan Hoffman	Dwight Lopes Karen Sanchez - Eppler Fritz Weiss	+Judith Shea Edward Baker Carolyn Stone	Rebecca Leuchak
<b>Internal Nominating</b>	Karen Sanchez - Eppler	Susan Davies	Donn Weinholtz Sarah Sue Pennell Bob Murray	Patsy Shotwell
<b>YM Nominating at Large</b>	Rhoda Mowry Jim Lyons Bonnie Norton	Sara Sue Pennell +Peter Colby Christopher McCandless	Nancy Isaacs Connie Kincaid-Brown	
<b>NEYM Secretary Supervisor</b>				<b>Fritz Weiss</b>

***Bold Italics = Clerk or convener*** + = not on Permanent Board

### **Proposed charge for the ad hoc committee for Good governance of Friends Camp**

The work of this committee is to work in consultation with the Friends Camp Director to consider what structure might be useful in providing the necessary advice, oversight, and fiduciary responsibility. In particular:

A) What sort of governance should the Friends Camp have? A Board? A Board that reports to Permanent Board? Would this supplement or replace the Friends Camp Committee?

B) What systems would allow us to review the following concerns on some sort of regular basis:

- Safety and legal integrity of the camp? (And should this be accomplished through accreditation?)
- Financial integrity of the Camp? (Shall we move from an internal review from our Finance Committee to a review from a CPA? If so, to a full audit, or a less intensive, less costly review?)
- Whether the Camp is still a living ministry of NEYM?

C) What should be the relationship of Friends Camp staff and operations to the other integrated yearly meeting staff and programs of NEYM, and in particular the Yearly Meeting Secretary?

Currently the Yearly Meeting Secretary is responsible for issues that influence and are affected by the operations and staff of Friends Camp, and the Friends Camp Director and the YMS are asked to work together, but there is no clear accountability, oversight, or reporting relationship between the Friends Camp Director and the Yearly Meeting Secretary, or any of the other NEYM staff for that matter. Is the current structure consistent with the intention of the recent NEYM staff restructuring, and if not, what changes might be helpful?

D) How does the Friends Camp budget and planning relate to the NEYM budgeting and planning process in general, in particular the aspects related to staff and program costs? Is there a way to help these become more fully integrated, and would such a change be in the interest of NEYM?

E) While we spend time with these concerns, how can we also address the current needs of the Camp and the committee? Are there gaps of experience in the committee that make it impossible to properly conduct oversight of the committee?

Treasurer's Report to Permanent Board for 11<sup>th</sup> day of Fifth Month 2013  
Prepared by Ed Mair

In FY2012 we lost \$58,185.08 and that we have predicted a funding challenge of ~ \$ 38,000 for FY2013.

The interest and dividends that the NEYM share of the Pooled Funds earns that could be used for operating budgets is any attributable to Working Capital, Endowment, or Quasi Endowment, the unrestricted funds. This could be up to the \$12,000 shown in the FY12 budget.

We have \$ 2,188,841.19 in assets. But we need to remember that most of this is in Restricted Funds, Revolving Accounts, and Designated Funds that cannot be touched for our operating needs. Of that amount \$1,125,000 of principal and \$42,000 of interest and growth is in the New England Friend's Home (NEFH) temporarily restricted fund. We have approximately \$300,000 in working capital and the Quasi-Endowment Fund that could be accessed to cover future deficits.

As approved at a previous Permanent Board Meeting, \$23,000 of the Hill/Hanson Fund has been transferred out of the Pooled Funds to help cover any remaining NEFH costs

I have prepared somewhat different Reports for this meeting which highlight the current most pressing issues we have. These reports are a Budget versus Actual Report for Operations only, a Budget versus Actual Report for Sessions Only, and a Comparison of Operations only YTD compared to last year.

Briefly, leading up to Sessions we have a deficit which is usually the case, but note it is only one third what it was this time last year. Also, compared to last year Individual donations are up 11% and Monthly Meeting donations are up 27%. Income is up a total of 26% (including all investment interest) while expenses are up only 7%. IF Sessions and Equalization were to break even we would be in good shape. Neither has happened in the last three years.

I would like to endorse some recommendations that I believe will be forthcoming at this Meeting for confirmation. Ben Guaraldi has been recommended as Assistant Treasurer (and hence signer) on our accounts by the Finance Committee. I think Ben will be a valuable contributor to our work and thank Sandy Moyer for her many years of service in this position. I endorse the idea of a year round contracted Sessions Coordinator which should provide us with needed service at a much more reasonable rate than that of the Yearly Meeting Secretary. I also endorse the idea of an increased budget for the Development Committee to give them a chance to really produce revenue in the coming year! Lastly, I encourage Permanent Board members to become active fund raisers for the Yearly Meeting! If this group doesn't believe in the worth of NEYM how can we expect others to believe!



# NEYM

## Budget vs. Actuals FY13 - Operations Only

October 2012 - September 2013

All Operations Classes (1 - 460) without  
Sessions (500) without Equalization (730)  
without Friends Home (380)

	Total		
	Actual YTD	Budget (for 12 Months)	% of Budget
<b>Income</b>			71.4 (%Year)
4010 Individual Contributions	30,921.10	115,796.00	
4020 Monthly Meeting Contributions	169,805.45	316,498.00	53.65%
4030 Organizations Contributions	1.00		
4050 Interest and Dividend Income	16,746.00	12,000.00	139.55%
Friends Home 9,713			
Other 7,033			
4055 Student Loan Interest	0.00		
4070 Books and other Items	267.73	1,100.00	24.34%
4080 Retreat Program Fees	32,840.00	53,370.00	61.53%
4099 Net Assets Released To/From	0.00		
<b>Total Income</b>	<b>\$ 250,581.28</b>	<b>\$ 498,764.00</b>	<b>50.24%</b>
<b>Gross Profit</b>	<b>\$ 250,581.28</b>	<b>\$ 498,764.00</b>	<b>50.24%</b>
<b>Expenses</b>			
4000 Reconciliation Discrepancies	16.57		
5000 Staff	189,533.98	335,150.00	56.55%
5075 Undistributed Debit Card Charge	936.14		
5100 General & Administration	19,386.01	33,565.00	57.76%
5300 Travel & Conferences	12,987.55	20,500.00	63.35%
6000 Programs	35,210.73	55,100.00	63.90%
6140 Books and Other	0.00	500.00	0.00%
6200 Benevolence	1,903.55	48,749.00	3.90%
6600 Publications	6,173.25	6,500.00	94.97%
<b>Total Expenses</b>	<b>\$ 266,147.78</b>	<b>\$ 500,064.00</b>	<b>53.22%</b>
<b>Net Operating Income</b>	<b>(\$15,566.50)</b>	<b>(\$1,300.00)</b>	
<b>Net Income</b>	<b>(\$15,566.50)</b>	<b>(\$1,300.00)</b>	

## YTD Previous Year Operations Only

without Sessions 500, NEFH 380, and Equalization 730

		Total	
	Oct 1, 2012 - May 1, 2013	Oct 1, 2011 - May 1, 2012 (PY)	% Change
<b>Income</b>			
4010 Individual Contributions	30,921.10	27,777.00	11.32%
4020 Monthly Meeting Contributions	169,805.45	133,997.08	26.72%
4022 FUM MM Restricted Funds		140.00	100.00%
4030 Organizations Contributions	1.00	101.02	99.01%
4050 Interest and Dividend Income	16,746.00	3,345.85	400.50%
Friends Home 9,713			
Other 7,033			
4055 Student Loan Interest	0.00		
4070 Books and other Items	267.73	448.40	40.29%
4080 Retreat Program Fees	32,840.00	32,386.57	1.40%
<b>Total Income</b>	<b>\$ 250,581.28</b>	<b>\$ 198,195.92</b>	<b>26.43%</b>
<b>Gross Profit</b>	<b>\$ 250,581.28</b>	<b>\$ 198,195.92</b>	<b>26.43%</b>
<b>Expenses</b>			
4000 Reconciliation	16.57	0.00	
5000 Staff	189,533.98	177,268.24	6.92%
5075 Undistr Debit Card Charge	936.14		
5100 General & Administration	19,386.01	14,580.64	32.96%
5300 Travel & Conferences	12,987.55	9,661.77	34.42%
6000 Programs	35,210.73	35,497.89	0.81%
6140 Books and Other	0.00		
6200 Benevolence	1,903.55	3,603.00	47.17%
6600 Publications	6,173.25	8,025.89	23.08%
<b>Total Expenses</b>	<b>\$ 266,147.78</b>	<b>\$ 248,637.43</b>	<b>7.04%</b>
<b>Net Operating Income</b>	<b>\$ (15,566.50)</b>	<b>\$ (50,441.51)</b>	<b>69.14%</b>
<b>Net Income</b>	<b>\$ (15,566.50)</b>	<b>\$ (50,441.51)</b>	<b>69.14%</b>

Wednesday, May 01, 2013 04:04:04 PM PDT GMT-4 - Cash Basis

**NEYM**  
**Sessions Budget vs. Actuals FY13**  
October 2012 - September 2013

	Total		
	Actual	Budget	% of Budget
Sessions 500 + Equalization 730			
Income			
4010 Individual Contributions	100.00	6,600.00	1.52%
4020 Monthly Meeting Contributions	3,110.50	6,200.00	50.17%
4070 Books and other Items			
4072 Sales - Books		18,500.00	0.00%
4075 Sales -Other Items		400.00	0.00%
Total 4070 Books and other Items	\$ 0.00	\$ 18,900.00	0.00%
4085 Sessions Program Fees		173,500.00	0.00%
Total Income	\$ 3,210.50	\$ 205,200.00	1.56%
Gross Profit	\$ 3,210.50	\$ 205,200.00	1.56%
Expenses			
5100 General & Administration			
5110 Administration			
5120 Bank Expense		3,000.00	0.00%
5130 Contracted Services		5,000.00	0.00%
Total 5110 Administration	\$ 0.00	\$ 8,000.00	0.00%
5200 Office			
5270 Printing & Copying		2,500.00	0.00%
5290 Telephone	30.00		
Total 5200 Office	\$ 30.00	\$ 2,500.00	1.20%
Total 5100 General & Administration	\$ 30.00	\$ 10,500.00	0.29%
5300 Travel & Conferences			
5330 Travel - Programs		500.00	0.00%
Total 5300 Travel & Conferences	\$ 0.00	\$ 500.00	0.00%
6000 Programs			
6105 Honoraria - Speakers/Wkshp Ldrs		4,500.00	0.00%
6110 Sessions Room & Board		163,000.00	0.00%
6125 Program Expenses			
6115 Equipment Rental		4,000.00	0.00%
6121 Supplies and Other Expenses		3,000.00	0.00%
6165 Pre-Sessions Expense		700.00	0.00%
Total 6125 Program Expenses	\$ 0.00	\$ 7,700.00	0.00%
Total 6000 Programs	\$ 0.00	\$ 175,200.00	0.00%
6140 Books and Other			
6142 Books	101.36	6,000.00	1.69%
6145 Other Items for Sale		700.00	0.00%
6147 Consignment Sales		9,500.00	0.00%
Total 6140 Books and Other	\$ 101.36	\$ 16,200.00	0.63%
6600 Publications			
6620 New England Friend		1,500.00	0.00%
Total 6600 Publications	\$ 0.00	\$ 1,500.00	0.00%
Total Expenses	\$ 131.36	\$ 203,900.00	0.06%
Net Operating Income	\$ 3,079.14	\$ 1,300.00	
Net Income	\$ 3,079.14	\$ 1,300.00	

## Finance Committee Report to Permanent Board, May 2013

Finance Committee has met multiple times since September 2012 to review the final figures for fiscal year 2012, which ended on September 30, 2012 with an actual deficit of about \$58,000, and discern how to go forward with a proposed budget for fiscal year 2014.

Several members of Finance Committee have expressed concern about a pattern of inconsistent budget performance. That is, NEYM adopted budgets in the past several years that reflect our goals to support programs for our children and youth as well as treat our employees fairly, but *we failed to raise the money from individuals and Monthly Meetings to adequately fund these goals*. Thus, we have to spend money from our reserves to meet our expenses (\$58,000 last fiscal year and \$38,000 likely this year).

In preparing possible budgets for FY2014, we discussed at great length what we discern NEYM can reasonably expect for income in FY2014. Both possible budgets reflect total FY2014 income in the amount of \$703,840.

Our budget calculations reflect Development Committee's prediction that the total amount of (unrestricted) Individual Contributions to NEYM in FY2014 will be \$110,000. Historically, total amount of individual giving to NEYM has decreased over the past six years from \$125,538 in FY2007 to \$78,566 in FY2012. The six-year average of total Individual Contributions to NEYM for FY07-FY12 is \$106,470 per year.

Our budget calculations reflect total contributions from MMs in the amount of \$310,000 in 2014. The total amount of contributions from Monthly Meetings has varied over the past six years from a low of \$278,387 in FY2007 to a high of \$319,422 in FY2008. Six-year average of total MM contributions to NEYM for FY07-FY12 is \$295,185. Some argued that we can reasonably expect NEYM will receive \$300,000 total from all MMs in 2013. Others feel that the budget should not indicate that less is needed from MMs in FY 2014 than what was needed to support FY13 budget (\$310,000). Historically, some MMs have contributed generously in past years while other MMs have made minimal and even no financial contribution to NEYM.

Our budget calculations reflect \$33,500 income from the Pooled Funds in FY2014. This is based on \$14,070 Pooled Fund income from Quasi-Endowment (unrestricted) funds as well as \$19,430 Pooled Fund income from the Legacy Gift. **Finance Committee recommends that all earnings from the Pooled Funds attributable to the Legacy Gift should be used to fund FY2014 operations of NEYM.**

As Sessions Committee has not yet presented a draft budget for FY2014, Finance Committee estimated 2% growth over FY2013 budget. That is \$176,970 (\$173,500 + 2%) total income from Sessions Program Fees. The Treasurer tells us that the actual cost has historically been nearly \$100 per person more than the fee charged.

Both draft budgets reflect Finance Committee's best estimate as to how much total income NEYM can reasonably expect to receive in FY2014, that is, \$703,840. The two proposed expense budgets reflect:

- A- what was recommended by Personnel Committee for staff salaries and benefits and what was requested by individual committees of the yearly meeting;
- B- Same as above, revised to reflect *one possible spending scenario* within our expected income.

## NEYM FY-2014 Summary Draft Budget

	FY-2012		FY-2013	FY-2014 Budget-A		FY-2014 Budget-B	
	Actuals	Budget		Includes All Requests	Change from FY-2013	Balanced Budget	Change from FY-2013
<b>Income</b>							
4010 Individual Contributions	78,566	110,000	97,000	110,000	13,000	110,000	13,000
4020 Monthly Meeting Contributions	294,693	310,000	310,000	310,000	0	310,000	0
FY2013 Funding Challenge			38,094		-38,094		-38,094
4022 FUM MM Restricted Funds	900						
4030 Organizations Contributions	2,265	2,200	0	0	0	0	0
4050 Interest and Dividend Income							
Quasi-Endowment				14,070		14,070	
Friends Home Funds				19,430		19,430	
Other				0		0	
Total 4050 Int. and Div. Income	1,097	12,000	12,000	33,500	21,500	33,500	21,500
4070 Books and other Items	17,055	20,000	20,000	20,000	0	20,000	0
4077 Consulting Fee Contribution	455						
4080 Retreat Program Fees	39,178	51,370	53,370	53,370	0	53,370	0
4085 Sessions Program Fees	149,289	173,500	173,500	176,970	3,470	176,970	3,470
<b>Total Income</b>	<b>583,497</b>	<b>679,070</b>	<b>703,964</b>	<b>703,840</b>	<b>-124</b>	<b>703,840</b>	<b>-124</b>
<b>Expenses</b>							
5000 Staff	299,709	303,142	335,150	355,178	20,028	319,660	-15,490
5100 General & Administration	38,135	45,250	44,065	53,065	9,000	47,565	3,500
5300 Travel & Conferences	22,574	24,000	21,000	21,000	0	18,900	-2,100
6000 Programs	207,185	232,400	230,300	248,111	17,811	245,571	15,271
6140 Books and Other	13,910	14,500	16,700	16,700	0	16,700	0
6200 Benevolence							
6310 FGC	17,608	17,608	17,608	17,608	0	15,847	-1,761
6320 FUM	16,968	16,635	16,635	16,635	0	14,972	-1,664
6325 FWCC	7,206	7,206	7,206	7,206	0	6,485	-721
6328 Ramallah Friends School	100	100	100	100	0	100	0
6330 Friends' Organizations	2,150	2,150	2,150	2,150	0	2,150	0
6575 Other Organizations	0	650	650	650	0	650	0
6590 Ecumenical Organizations	4,400	4,400	4,400	4,400	0	4,217	-183
Total 6200 Benevolence	48,432	48,749	48,749	48,749	0	44,421	-4,328
6600 Publications	11,737	10,500	8,000	9,500	1,500	8,550	550
<b>Total Expenses</b>	<b>641,682</b>	<b>678,541</b>	<b>703,964</b>	<b>752,303</b>	<b>48,339</b>	<b>701,368</b>	<b>-2,596</b>
<b>Net Operating Income</b>	<b>-58,185</b>	<b>529</b>	<b>0</b>	<b>-48,463</b>	<b>-48,463</b>	<b>2,472</b>	<b>2,472</b>



FY 2014 Expanded Budget

NEYM

FY-2014 Expanded Draft Budget

	FY-2012		FY-2013 Budget	FY-2014 Budget-A		FY-2014 Budget-B	
	Actuals	Budget		Includes All Requests	Change vs. FY-2013	Balanced Budget	Change vs. FY-2013
<b>Income</b>							
4010 Individual Contributions	78,566	110,000	97,000	110,000	13,000	110,000	13,000
4020 Monthly Meeting Contributions	294,693	310,000	310,000	310,000	0	310,000	0
FY2013 Funding Challenge			38,094		-38,094		
4022 FUM MM Restricted Funds	900	0					
4030 Organizations Contributions	2,265	2,200	0	0	0	0	0
4050 Interest and Dividend Income							
Quasi-Endowment			12,000	14,070	2,070	14,070	2,070
Friends Home Funds				19,430	19,430	19,430	19,430
Other				0	0	0	0
Total 4050 Int. and Div. Income	1,097	12,000	12,000	33,500	21,500	33,500	21,500
4070 Books and other Items	17,055	20,000	20,000	20,000	0	20,000	0
4077 Consulting Fee Contribution	455	0					
4080 Retreat Program Fees	39,178	51,370	53,370	53,370	0	53,370	0
4085 Sessions Program Fees	149,289	173,500	173,500	176,970	3,470	176,970	3,470
<b>Total Income</b>	<b>583,497</b>	<b>679,070</b>	<b>703,964</b>	<b>703,840</b>	<b>-124</b>	<b>703,840</b>	<b>-124</b>
Total Income from Worksheet	583,497	679,070	703,964	703,840	-124	703,840	-124
<b>Expenses</b>							
4000 Reconciliation Discrepancies							
5000 Staff							
5010 Salaries & Wages	203,766	228,000	245,550	253,562	8,012	224,794	-20,756
5037 Housing Allowance	24,000	0	8,000	0	-8,000	0	-8,000
Total 5010 Salaries & Wages	227,766	228,000	253,550	253,562	12	224,794	-28,756
5020 Payroll Taxes	12,251	13,000	14,400	19,398	4,998	17,197	2,797
5030 Benefits							
5033 Health Benefits	37,376	39,000	40,550	53,385	12,835	53,385	12,835
5035 Retirements	19,671	20,000	23,400	23,984	584	21,265	-2,135

FY 2014 Expanded Budget

5040 Disability	1,192	1,131	1,200	900	-300	900	-300
5045 Workers' Compensation	630	811	850	750	-100	750	-100
5060 Staff Development	200	0		2,000	2,000	0	0
Total 5030 Benefits	59,069	60,942	66,000	81,019	15,019	76,300	10,300
5050 Spiritual Retreats	622	1,200	1,200	1,200	0	0	-1,200
Total 5000 Staff	299,709	303,142	335,150	355,178	20,028	318,290	-16,860
5100 General & Administration							
5110 Administration							
5120 Bank Expense	4,794	3,500	4,500	4,500	0	4,500	0
5130 Contracted Services	5,330	6,000	5,200	5,200	0	5,200	0
5140 Legal Services	357	1,000	1,000	10,000	9,000	5,000	4,000
5150 Liability Insurance	1,996	3,500	4,000	4,000	0	4,000	0
5160 Payroll Service	1,553	2,500	2,500	2,500	0	2,500	0
5170 Recruiting Expense	198	1,000	500	500	0	0	-500
5180 Rent	9,350	9,350	9,350	9,350	0	9,350	0
5190 Misc. Expense	-1	0			0	0	0
Total 5110 Administration	23,577	26,850	27,050	36,050	9,000	30,550	3,500
5200 Office							
5220 Cleaning Services	264	150	265	265	0	265	0
5230 Maint - Equip & Hardware	0	2,000	1,250	1,250	0	1,250	0
5240 Postage	2,392	3,000	2,500	2,500	0	2,500	0
5250 Office Equipment	27	2,000	1,250	1,250	0	1,250	0
5260 Office Supplies	3,239	2,500	2,250	2,250	0	2,250	0
5270 Printing & Copying	2,497	4,000	4,000	4,000	0	4,000	0
5280 Software & Updates	1,671	1,250	1,500	1,500	0	1,500	0
5290 Telephone	4,468	3,500	4,000	4,000	0	4,000	0
Total 5200 Office	14,557	18,400	17,015	17,015	0	17,015	0
Total 5100 General & Administration	38,135	45,250	44,065	53,065	9,000	47,565	3,500
5300 Travel & Conferences							
5310 Travel - Committee	2,226	2,000	2,000	2,000	0	2,000	0
5320 Travel - Clerk	3,875	3,000	3,000	3,000	0	3,000	0
5330 Travel - Programs	2,377	1,000	1,000	1,000	0	1,000	0
5335 Travel - Representatives Travel	3,842	6,500	3,500	3,500	0	3,500	0
5350 Travel - Staff	10,137	11,000	11,000	11,000	0	11,000	0



FY 2014 Expanded Budget

<b>5360 Travel - Ministries</b>	118	500	500	500	0	500	0
<b>Total 5300 Travel &amp; Conferences</b>	<b>22,574</b>	<b>24,000</b>	<b>21,000</b>	<b>21,000</b>	0	<b>21,000</b>	0
<b>6000 Programs</b>							
<b>6105 Honoraria - Speakers/Wkshp Ldrs</b>	11,377	9,600	9,600	9,600	0	9,600	0
<b>6110 Sessions Room &amp; Board</b>	141,096	163,000	163,000	166,260	3,260	166,260	3,260
<b>6112 Retreats - Room &amp; Board</b>							
<b>6114 Room Rental</b>	21,020	20,000	20,000	20,000	0	20,000	0
<b>6150 Food Expense</b>	12,668	10,000	10,000	10,000	0	10,000	0
<b>Total 6112 Retreats - Room &amp; Board</b>	33,687	30,000	30,000	30,000	0	30,000	0
<b>6125 Program Expenses</b>							
<b>6115 Equipment Rental</b>	4,151	4,000	4,000	4,000	0	4,000	0
<b>6121 Supplies and Other Expenses</b>	6,491	8,900	8,900	8,900	0	8,900	0
<b>6165 Pre-Sessions Expense</b>	587	900	900	900	0	900	0
<b>Total 6125 Program Expenses</b>	11,229	13,800	13,800	13,800	0	13,800	0
<b>6130 Committee Expenses - General</b>	9,796	15,000	13,900	23,451	9,551	20,911	7,011
<b>6160 Support - Retreats &amp; Sessions</b>	0	1,000	0	5,000	5,000	5,000	5,000
<b>Total 6000 Programs</b>	<b>207,185</b>	<b>232,400</b>	<b>230,300</b>	<b>248,111</b>	<b>17,811</b>	<b>245,571</b>	<b>15,271</b>
<b>6140 Books and Other</b>							
<b>6142 Books</b>	6,070	10,000	6,500	6,500	0	6,500	0
<b>6145 Other Items for Sale</b>	535	500	700	700	0	700	0
<b>6147 Consignment Sales</b>	7,305	4,000	9,500	9,500	0	9,500	0
<b>Total 6140 Books and Other</b>	<b>13,910</b>	<b>14,500</b>	<b>16,700</b>	<b>16,700</b>	0	<b>16,700</b>	0
<b>6200 Benevolence</b>							
<b>6310 FGC</b>	17,608	17,608	17,608	17,608	0	15,847	-1,761
<b>6320 FUM</b>	16,968	16,635	16,635	16,635	0	14,972	-1,664
<b>6325 FWCC</b>	7,206	7,206	7,206	7,206	0	6,485	-721
<b>6328 Ramallah Friends School</b>	100	100	100	100	0	100	0
<b>6330 Friends' Organizations</b>							
<b>6335 AFSC</b>	300	300	300	300	0	300	0
<b>6338 Cuba Yearly Meeting</b>	0	0	0	0	0	0	0
<b>6340 FCNL</b>	750	750	750	750	0	750	0
<b>6345 QEW</b>	300	300	300	300	0	300	0
<b>6350 Friends Peace Teams</b>	100	100	100	100	0	100	0



FY 2014 Expanded Budget

6355 FWCC 3rd World Travel	500	500	500	500	0	500	0
6360 QUNO	200	200	200	200	0	200	0
6370 Other Friend's Organizations	0	0	0	0	0	0	0
Total 6330 Friends' Organizations	2,150	2,150	2,150	2,150	0	2,150	0
6575 Other Organizations	0	650	650	650	0	650	0
6590 Ecumenical Organizations							
6592 State Council of Churches	4,000	4,000	4,000	4,000	0	3,817	-183
6594 NE Council of Churches	150	150	150	150	0	150	0
6596 NECL	150	150	150	150	0	150	0
6598 World Council of Churches	100	100	100	100	0	100	0
Total 6590 Ecumenical Organizations	4,400	4,400	4,400	4,400	0	4,217	-183
Total 6200 Benevolence	48,432	48,749	48,749	48,749	0	44,421	-4,328
6600 Publications							
6610 Yearly Meeting Minute Book	5,500	5,500	2,500	4,000	1,500	4,000	1,500
6620 New England Friend	6,237	5,000	5,000	5,000	0	5,000	0
6630 Other newsletters	0	0	500	500	0	500	0
Total 6600 Publications	11,737	10,500	8,000	9,500	1,500	9,500	1,500
Total Expenses	641,682	678,541	703,964	752,303	48,339	703,047	-917
Net Operating Income	-58,185	529	0	-48,463	-48,463	2,472	2,472

**BEACON HILL FRIENDS MEETING**  
**6 Chestnut Street**  
**Boston, MA 02108, USA**

March 25, 2013

Dear Friends in the United Kingdom and Kenya,

Margaret Benefiel, the bearer of this minute, is a member in good standing of Beacon Hill Friends Meeting in Boston, Massachusetts, USA. We in Margaret's home meeting are blessed to share in the benefits of her vocal ministry, her faithful witness to Friends testimonies, her gifts as an educator, and her leadership in efforts to help Quakers unite in love across cultural and theological differences. We have also been honored to provide spiritual oversight, for several years, for Margaret's professional work in leadership development.

For the past several years, Margaret has clerked our meeting's Adult Religious Education Committee. She is also now clerking an ad hoc "engagement committee" charged with helping our meeting engage with Friends United Meeting on a part of its personnel policy that we cannot support. This is Margaret's fourth year clerking the board of the Beacon Hill Friends House, a Quaker cooperative residence in which our meeting has its home. Margaret is also active in the wider community of Friends, having taught at Pendle Hill and Woodbrooke, and worshipping regularly in Ireland Yearly Meeting when she travels there for work roughly three times a year. She spent a summer in Kaimosi, Kenya in 1982, working in the office to help prepare for the FWCC world conference there, and coordinating the efforts of Friends Theological College (then Friends Bible College) students who helped with the conference. Margaret loved her time in Kenya and is glad to return and serve Kenyan Friends leaders by doing leadership development work there. Her part-time teaching at Andover Newton Theological School for the past 16 years has focused on developing spiritually grounded leaders, as does her ministry/business, Executive Soul ([www.ExecutiveSoul.com](http://www.ExecutiveSoul.com)). Her books (*Soul at Work* and *The Soul of a Leader*) also address this area. Margaret's teaching at Pendle Hill and Woodbrooke has focused on these themes with a particular emphasis on Friends leadership.

We send our love in the Spirit to you. There is powerful work arising among Friends around the world, and we feel and draw on the connection we feel with you our sisters and brothers on the journey. You and Margaret, and the learning you do together, are in our prayers!

Peace,

  
Sara Burke

Clerk, Beacon Hill Friends Meeting

*On behalf of and at the behest of Salem Quarterly Meeting*  
*Sarah Spencer (Sarah Spencer) clerk*

8 May 2013

To: Permanent Board

From: The Archives and Historical Records Committee

Re: Need for discernment from Permanent Board regarding the archives of NEYM housed at RIHS

## Overview

### Current status

1. No archivist on staff since 1 September 2012
2. Insufficient funds to hire staff for hours needed.
3. Collection is not fully cataloged or accessible

### Challenge of too much work for archivist's hours

1. Sought additional hours and they were increased from 6.5 to 8. Still inadequate.
2. Investigated assistance from interns, but space and hours made it unfeasible.
3. Considered possibility of moving, lending or giving, archives to another repository.

### Options for moving

1. Explore giving to RIHS (currently housed there on loan, with no agreement for care and access)
2. Find a different repository that will take the archives on loan but will provide care and access to the collection
3. Find a different repository and turn over custody of archives to ensure they will care for and provide access to the collection.

### Questions of how to proceed

1. Replace archivist and continue to muddle along?
2. Consider changing the relationship with RIHS?
3. Hire a consultant archivist to assess the collection?
4. Relocate the collection to a repository that can maintain it properly and make it accessible at their expense?
5. If housed elsewhere, hire an archivist with the mission of outreach to meetings and managing the preliminary sort of materials to add to the collection?
6. Does this concern need to be brought to Sessions?
  - 6.1. What form should that presentation take?
  - 6.2. What is the specific action we are seeking from Sessions?
7. What are the steps necessary to proceed and who is responsible for each of the steps?

Committee recommendation: We are leaning toward #4 and #5 just above, as the combination of the two will provide the best combination of solutions, as well as the most cost effective, for the Yearly Meeting.

## Background Paper

The Archives and Historical Records Committee would like to ask the Permanent Board to help us clarify issues we feel should be brought before the Yearly Meeting. At Sessions last year, our then archivist Jodi Goodman (she has since accepted another position) told of the plight of the archives, both in her annual report (Appendix 1) and in her verbal testimony before Sessions. The issues she raised in her report are the ones with which we, as a committee, have struggled for many years. We have considered several options within the group:

1. seeing if there is more money available in the YM budget to add more hours to the archivist's time, hoping that some more hours would be enough to make some headway
2. hiring unpaid interns to help the archivist
3. moving the collection to another repository, either loaning the archive or surrendering ownership, and let that repository bring all its skill, time, and attention to our records.

When Jodi was hired in 2011, she started at 6.5 hours a week, which was increased to 8 hours a week to attempt to accomplish what the previous archivist could not in the hours she had (option 1 in the list above). The committee asked if there was the possibility of a greater increase in number of hours per week, even up to 15 hours per week, and the answer was that there was not the room in the budget for such an increase (as far as the committee understands this is still the case). The committee had hopes that she could make a good start with caring for the collection and making it accessible, and I know she, too, had great hopes. Unfortunately, 8 hours per week was nowhere near enough hours to make any progress. Jodi's quarterly reports make it clear that there are too few hours for too many different kinds of tasks (dealing with new material, fully determining the extent of the collection, determining the physical state of the items in the collections, cataloging the old material, outreach to monthly meetings, answering questions from those who seek to use the collections, and so on; the quarterly reports can be submitted to the Permanent Board if they would like to read them). Jodi regularly spent more time than anticipated answering questions from users, which meant that there was less time for everything else.

Jodi was asked, when she was hired, if she would like us to post an opening for an unpaid internship for someone getting their degree in archives management from the nearby colleges that teach this (option 2 in the list above). Jodi was open to the idea, but upon exploration, there were two inter-related problems that turned out to be insurmountable. Solving the initial problem just took some time. Jodi did not know the collection well enough to know what kind of help would be most useful. It took Jodi about two quarters to feel that she had

enough of a partial understanding of the collection to be able to determine how she could best use an intern. The second of the two problems has two aspects, and both arise from the same source: lack of space. The only space the RIHS has for the archivist to work is in the stacks right next to the YM archives. While, on some levels, it is a boon to be so physically close to the collection one is working on, in this case it is not. There is barely enough room for the archivist to work, let alone someone else to work there with her (please see the photographs in Appendix 2). There is no room for another work table, and almost no space for a chair. In fact, the previous archivist, Marnie Miller-Gutsell, had had help come in once or twice and that person had great difficulty finding working space. The RIHS has many people in and out of the stacks all day, so none of the aisles could be blocked with a person on a chair. Marnie's helper ended up sitting on some stairs and moving whenever requested (it should be noted that the RIHS was very reluctant to accept the presence of an intern in the stacks, even if supervised, when the topic was broached with them). In addition to the lack of space in which to work, the placement of the archivist (and anyone who might assist them) in the stacks means that the intern can only be there when the archivist is there, for collection security reasons. This would limit the number of hours we can offer an intern to the same number of hours we offer the archivist, which is far less than what is usually required for credit in a semester. The two of these factors together ruled out the option of an unpaid (or even a paid) intern.

We have come, regretfully, to the third option: moving the archive to another repository and, possibly, surrendering ownership of it. I say regretfully because it is a very thorny, potentially contentious option with many competing issues that seem to feed back into one another. It is, at this point, worth thinking about the nature of the relationship between the New England Yearly Meeting and its Archives and the Rhode Island Historical Society. Many may wonder why the RIHS does not help, financially or otherwise, with the collection. It is important to understand that the RIHS does not own the Yearly Meeting archives. The agreement we have with them is commonly referred to as a deed of loan (please see Appendix 3 for the text of the current agreement from 2003, which is still in force). Under this agreement, they house the archive and give space to the person who is the archive's (and the Yearly Meeting's) archivist, but they have neither the responsibility nor the right to do more. It also does not make sense for them to do more, because they do not own the collection; the Yearly Meeting could choose to take it elsewhere, and all the time and money they have invested in it will have been for naught. (It is, generally speaking, very rare for an archive to accept a collection as a loan and not as an outright gift.) It could be that the RIHS would look kindly upon an offer to change the agreement to a deed of gift, but if Permanent Board and the Yearly Meeting are convinced that offering the collection to an archives is the best path forward, then I would urge them to consider many alternatives and not just the RIHS.



I understand that some might say that adding 1.5 hours a week to the archivist's position and expecting her to do all that was required of her was not giving her enough hours to do the work asked of her. They, and others, may think that before we decide to move the collection, we should investigate: how long would it take to fully catalog the collection for access; how much would it cost for us to have the work done for us; and, what should the position of archivist look like to be sure that the archives does not fall into a state of disrepair again. As we do not have an archivist currently, if we wish to do this, we would need to hire an archivist to consult with us. It might be that Jodi Goodman knows of such a person or can do this for us; there is also the possibility that Rachael Onuf would know of one. I do not know what the appropriate fee for this service would be, but perhaps Jodi could tell us that, too. As for how the Yearly Meeting would pay for these services, the archives committee has requested funds (an unspecified amount) from the Friends' Home Legacy for work like this, and I was also reminded that it might be that we could apply to the Obadiah Brown fund for this. If not these two options, then I do not know from where the funding would come.

If Permanent Board and the Yearly Meeting are satisfied that the option of further exploration of the costs of fully describing and taking any conservation steps necessary to repair any damage and ongoing maintenance of the archive is not the correct path, and that transferring the archive to another facility is the correct path, then there are several steps about which we need to think as we walk that path. The first question has to do with ownership of the archives. If the Yearly Meeting decides that it does not want to surrender ownership of the collection to the repository, this limits the number of locations with whom we could begin discussions. For that reason, this is the first decision that must be made. Once we have reached clarity on this issue, we can then move toward finding the correct home for the collection.

In a partial answer to the question, 'What should we do?' the committee has looked to other Yearly Meetings and what they have done with their archives. In the course of our searching, one collection has come up over and over again: the Friends Historical Library at Swarthmore College. Friends Historical Library (FHL) is an official depository for the records of many North American yearly meetings of the Society of Friends, including: Baltimore, Illinois, Lake Erie, New York and Genessee, North Pacific, Ohio and Indiana, Pacific, South Central, and Southern Appalachia. I hasten to add FHL is not the only option, but they are the place that other Yearly Meetings, some regional and some not, have entrusted with their records.

If the determination of the Permanent Board and/or the Yearly Meeting is that moving the archives to another repository (with or without surrendering ownership) is the correct path, this does not mean that the Yearly Meeting will not need an archivist. What going down this path will do is change the kind of work the archivist would perform. The archivist would spend the majority of their time doing outreach to the monthly meetings, perhaps even visiting them, and doing the hard work of sorting through records as they are sent to the Yearly Meeting, and then sending these sorted records to the repository, ready for cataloging and being made available. It might also be the case that this person would work with the repository to apply for grants to digitize parts of the collection.

There remain many issues once the first two decisions are taken: Should we involve the Rhode Island Historical Society in our deliberations? Should we inform them of our deliberations and, if so, at what point should we do this? Should we look for a local to New England repository? Who will oversee the process, and how? How should the position of Yearly Meeting archivist be changed; should the position become one of outreach to monthly meetings and preliminary records sorter?

For our part, the Archives and Historical Records committee has always recognized that it was never a lack of desire on the part of the Yearly Meeting to see the archives well cared for and fully accessible to the community and the world. Rather, it has always been a lack of funds that has hampered the Yearly Meeting's ability to make this vision a reality. We have labored to find solutions that would work within the current budgetary and contractual constraints. In the end, we have seen the wisdom of our fellow Yearly Meetings in placing their archives with an institution, Quaker-connected or not, that could care for them and provide the access they deserve. This would also mean that our archivist could spend more time being in community with the Yearly Meeting, taking a more active role in helping monthly meetings select and care for the records of Friends.

In the Light,

The Archives and Historical Records Committee

Marilyn Booth Manzella

Clarence Burley

Donna McDaniel

Emily Neumann

Nancy Slator

Mary Frances Angelini, clerk

## Appendix 1: Statement of the Archivist

### **FY2012 Annual Statement – Jodi Goodman, Archivist**

Becoming knowledgeable about the contents, disposition, and condition of the New England Yearly Meeting Archives has been at the core of my work this past year. A flow of queries from both within the NEYM community and from without by independent researchers has sent me into different parts of the collection, expanding my understanding of the holdings' characteristics and identifying needs specific to the physical and intellectual care of the materials.

Equally important to my work in the Archives has been a responsive engagement with Friends in the NEYM community regarding matters of records management. I do believe that the fundamental significance of the NEYM Archives and the vital purpose it serves -- as keeper of the historical record and facilitator of records management in perpetuity -- are unsupported and threatened by neglect which is unsettling to me.

As a spiritual community which is widely distributed across the New England region, and, at its core, collectively and substantively immersed in the creation of records – the content of which mark its identity and being – the recordkeeping needs are significantly greater than that which is being addressed. I speak on behalf of the records that shed light on who and what the NEYM community was and has been, and most certainly on behalf of who and what the NEYM community is and will be. Dire neglect leads to irreparable loss – a void which may not be discernible until late – which is deeply regrettable.

I am grateful for having had an opportunity to work in support of and with the support of the NEYM community over the past year. I am also grateful for having had an opportunity to advocate on behalf of the Archives' needs. I am especially grateful for having had an opportunity to care for the sacred.



## Appendix 2: Archive Photographs

This is the area where the Yearly Meeting archivist sits. This picture was taken just before the retirement of Marnie Gutsell. The desk is clear now as the position is unoccupied, but the lack of physical space is the same.



Another view of the Yearly Meeting archivist's working area. This picture was taken standing in the aisle between the stacks, facing the emergency exit stairs, which are just out of frame to the right. At the photographer's right shoulder, just past the stairs is another set of stacks.



This is the first two rows of shelving containing the Yearly Meeting archives. The books on the right are the Moses Brown library books.





These blue-gray boxes and the shelves facing them are the second two shelves of materials.



This is the 'dead aisle'. There is material in archival boxes that has cataloged (to the left) but the material in the aisle, and some in the facing shelves, has not been ever been sorted. Nor can it be effectively accessed.



Appendix 3: The text of the 2003 agreement between the Rhode Island Historical Society and the New England Yearly Meeting

**Archives of the New England Yearly Meeting of Friends**

at the

**Rhode Island Historical Society Library**

121 Hope Street, Providence, RI 02906

New England Yearly Meeting of Friends (hereafter referred to as NEYM) and the Rhode Island Historical Society (hereafter referred to as RIHS) agree to cooperatively maintain the NEYM collection of books, pamphlets, photographs and manuscripts (hereafter referred to as the Archives) at the RIHS Library, 121 Hope Street, Providence, RI 02906. The Agreement is subject to the conditions set forth below.

The Agreement will be effective 1/1/2004

The records will remain the sole and complete property of NEYM. The RIHS will provide access to the records.

The NEYM Archivist is a permanent part-time employee of NEYM. The NEYM Field Secretary in consultation with the NEYM Archives and Historical Records Committee (hereafter referred to as the Committee), provides overall supervision for the NEYM Archivist and coordinates with the RIHS Manuscripts Curator regarding all aspects of the NEYM-RIHS relationship. The RIHS Manuscripts Curator manages all issues regarding NEYM office and storage space, and the use of the reading room by people doing research in the NEYM Archives.

If any disputes arise under this Agreement, the parties shall first enter into good faith mediation by a mediator acceptable to RIHS and to NEYM. If good faith efforts at mediation are unsuccessful in resolving the dispute, either party may request arbitration by three arbitrators, one chosen by RIHS, one chosen by NEYM, and a third chosen by the first two named.

**Responsibilities of NEYM**

NEYM agrees to approve an adequate annual budget for the care, maintenance and administration of the Archives. NEYM and/or the Committee will assist in recruiting the deposit of materials, including

monthly meeting minutes and other valuable papers (*see the NEYM Archives Collection Policy—approved 10/1999*). NEYM agrees to accept the RIHS security policies with respect to access to the collection, which prohibits visitors to the Archives stacks. NEYM further agrees to accept the RIHS policies and procedures with respect to hazardous materials, food and drink in collection areas.

Loans of materials from the collection will be solely at the discretion of NEYM, and RIHS shall have no responsibility for, or be required to incur any costs in connection with such loans.

The NEYM Field Secretary and the Clerk of the Committee shall serve as contact persons with the RIHS Manuscripts Curator. The NEYM understands and agrees that RIHS shall not be responsible for insuring the collection against loss or damage caused by fire, water, theft, or vandalism, and that NEYM may procure such insurance at its sole option and expense if it so desires. NEYM agrees to hold RIHS harmless from any and all loss, damage, costs or expenses which it may incur resulting from or arising out of damage to, or loss of, the collection or any item or items therein, that may occur as a result of fire, smoke, water, theft, vandalism, or any other natural cause, in the absence of gross negligence or intentional acts of RIHS, its agents, servants, and/or employees; provided, however, that RIHS shall care for the collection with the same level of care and prudence that it uses for its own collections.

### **Responsibilities of the RIHS**

The RIHS agrees to provide space with appropriate humidity and temperature controls for the Archives and space for researchers seeking to use the materials. Access to seating space and other research benefits will be subject to the same rules, regulations and procedures applied to researchers using RIHS collections.

RIHS agrees to annually contribute money drawn from the income of its Chace Fund to help support the NEYM Archives. Each year, during NEYM's spring budget process, the RIHS will inform NEYM in writing of the RIHS's expected annual contribution toward the support of the NEYM Archives. The RIHS shall not be required to make any other contribution to NEYM.

The RIHS agrees to use its bulk purchasing power to order supplies for the NEYM Archives, cost to be charged to the Archives accounts held by NEYM.

In the absence of the NEYM Archivist, retrieval of collections for researchers shall be done by the RIHS Manuscripts Division staff. RIHS Library staff will continue to answer NEYM-related research requests

which can be answered using its own collection and using the NEYM microfilm collection in the reading room

.

### **Responsibilities of the NEYM Archivist**

Process new collections, maintain detailed accession records, and send written acknowledgements of gifts. Provide upkeep and maintenance of the collection, including, but not limited to ordering supplies, shelving and doing the correspondence incidental to the administration of the Archives.

Supervise volunteers secured by the Committee.

Conduct research in response to written requests. Fees generated will be sent to the specified Archives account held by NEYM. Postage and fees incurred will be charged to the same account.

When necessary, the NEYM Archivist will seek advice from the Committee and/or the RIHS staff to respond to research needs. The NEYM Archivist will supply the RIHS and NEYM with quarterly written reports and an annual report which will include statistics of Archive use, fiscal activities and new accessions.

The NEYM Archivist will assist in processing annual requests to meetings for deposit of minutes and other valuable documents, and will make periodic oral reports to the Committee. This agreement shall continue for two years and from year to year thereafter unless modified or terminated in accordance with this paragraph, except that either party, by notice in writing addressed to the headquarters of the other, terminate the agreement with cause upon six months written notice of the intention to terminate. If termination of this agreement results in the removal of the Archives from the premises by NEYM, said removal will be effectuated without cost to RIHS.



## Ad Hoc Committee on Friends Camp Governance Report to Permanent Board

The committee consists of Mary Knowlton, Carolyn Stone, Jeremiah Dickinson, Phil Stone, and Nat Shed. We have met twice by conference phone.

We have the following recommendations for Permanent Board to consider regarding Friends Camp governance.

### 1. Composition of Friends Camp Committee

- a. Two thirds of the camp committee should be Friends. One third can be non-Friends. Members would serve staggered terms of 3 years. It will take a few years to achieve this goal.
- b. Each member of the committee will have a written portfolio of specific responsibilities. These portfolios will require work in specialty areas between Camp Committee meetings.
- c. The Committee will evaluate its own effectiveness.

### 2. The camp should apply for accreditation by the American Camp Association.

### 3. There should be a regular outside review of the finances of the camp, perhaps every three years. This should happen along with review of the NEYM finances.

The Ad Hoc Committee still sees before it questions of governance of the camp. We are asking Friends with experience in administration of Quaker nonprofits to join us. We will consider what the end product should be and then how best to get there. We anticipate that we will bring a final report to Permanent Board in January of 2014.

In the last week four more people have joined this ad hoc committee: Laura Street (current clerk of Friends Camp Committee), Andrew Grannell, Dee Kelsey and James Grumbach.

## Suzanne (Sandy) Spencer Memorial Minute

Suzanne (Sandy) Spencer died of cancer January 15, 2012, at her home on Bass River in South Yarmouth, Massachusetts. She was 76 years old. A member since 1979 of Yarmouth Friends Meeting, Preparative Meeting of Sandwich Monthly Meeting, she was much loved for her warm kindness and generosity and admired for her dedication to living a Quaker life. She is sadly missed by many.

At various times over the years, Sandy served on most Meeting committees. She was clerk of the Yarmouth Meeting for several years and at the time of her death she had been Meeting treasurer for more than 10 years. Though she seldom spoke in Meeting, when she did so it was most often to ask for prayers and support for someone in need in the Meeting or the community.

Sandy was quick to laugh, had a ready smile and was always patient and kind. Her cherished home on Bass River was an open door for anyone who needed a respite or refuge. She seldom complained of the difficulties in her life and accepted her final illness with amazing equanimity. An inspiration to all, to the end she was more concerned for others than for herself.

Her early participation in the spiritual life of the Meeting included helping with the First Day School and leading adult forums on a variety of religious subjects. She attended Meeting retreats and was a participant in Sandwich Monthly Meeting's Spiritual Formation program. She was also an interpreter with the "Sisters of the Light," a group of women comprised of an equal number of Quakers and members of the Wampanoag Indian Tribe of Mashpee. For several years, these women traveled southern Massachusetts presenting stories from the lives of early Quaker and Wampanoag women.

Sandy was a faithful attender of Sandwich Quarterly Meeting and served several years as clerk of that regional body and also as clerk of the Quarterly Ministry and Counsel.

Born October 8, 1935 in Norwalk, Conn., Sandy was a 1957 graduate of Vassar College with a degree in Music. Following graduation she lived in New York City, attending the Mannes School of Music and working for a publishing company while freelancing as a musician. She spent several years in France and England, furthering her music career. In 1978, she came to live in her family's home in South Yarmouth, and to take care of her widowed mother, Betty, who died in 1986. A lover of nature, Sandy turned to gardening, raising chickens and beekeeping. She also became an accomplished cook.

On Cape Cod, Sandy taught the cello at the Cape Cod Conservatory of Music and was a 35-year member of the Cape Cod Symphony Orchestra. She also played with the Brentwood Consort, a Renaissance and Baroque music ensemble. She was the composer of several musical pieces and the organizer of a number of Cape Cod cello choirs. She was a beloved teacher and friend in the Cape's music community.

Along with a close music friend and other Meeting members – Sandy organized "The Friendly Persuaders" (a duo, trio and sometimes more) for special concerts in the meeting house on the first Sunday of most months. Playing well-known, and some not-so-well known classics, the event was enjoyed and appreciated by Meeting members and attenders.

Sandy leaves two sisters: Peggy Spencer of Brattleboro, VT, and Lee Hoefer of Knoxville, TN; and a brother, Abbott Spencer of New York City and numerous nieces and nephews. A memorial to celebrate Sandy's life was held April 29, 2012 in the Quaker meeting house in South Yarmouth.

Memorial Minute for James Vincent (Tim) Nicholson, Friends Meeting at Cambridge  
Forwarded by Salem Quarterly Meeting, 4-28-13

James Vincent Nicholson was born October 22, 1926 in Philadelphia to Samuel Francis Nicholson and Evelyn Haworth Nicholson and was given the family nickname "Tim". He grew up in Rose Valley in a Quaker household with his younger sisters Frances and Joan. When the family moved to Westtown township, they lived in a house overlooking the Westtown train station, much to Tim's delight. A favorite memory from Tim's childhood was the thrill of once riding in a Pennsylvania Railroad locomotive next to the engineer.

Tim began to study electricity as a young boy when he was inspired to improve the Lionel train set he received for Christmas. During his high school years at Westtown School, his electrical skills led to an interest in theatrical stage lighting. Before graduating in 1944, a letter was sent to Tim's parents after Tim and his roommate were caught having wired their dorm room lights so they could remain on after curfew. The skill and care with which the wiring had been installed, however, was also noted.

Tim graduated from Earlham in 1948 with a degree in philosophy. As he contemplated his future, he realized that his true calling was indeed the world of theatre. Tim then earned a Master of Fine Arts degree from Carnegie Institute of Technology. After directing and stage-managing in regional theatres in Pittsburgh and Richmond, Virginia, Tim joined the theater department faculty in Boston University's School of Fine Arts. He taught lighting, design, stage management, and graduate directing at BU for 33 years, retiring in 1989. Throughout his life, whether attending a performance on Broadway or in Berlin, it was not unusual for him to be greeted by startled former students who recognized him by his distinctive height.

On the train route to the start of their freshman year at Earlham College, Tim was introduced to Mary Ann Lippincott. (Their courtship began while working backstage on school plays. Because she was so much shorter than Tim, Mary Ann often joked that when they danced together it wasn't "cheek to cheek" but "cheek to chest".) Tim and Mary Ann married in 1950. They raised their three daughters (Suzy, Betsy, and Nancy) in the town of Belmont, MA. He and Mary Ann were dedicated members of Friends Meeting at Cambridge for 35 years. Tim began his retirement by supervising the Meeting's extensive renovation.

After he and Mary Ann moved to Cartnel in 1994, their grandchildren looked forward to visiting the Crosslands' model trains with Granddad. Tim and Mary Ann were married for 52 years before Mary Ann passed away in 2003. In 2006, Tim became a Crosslands resident.

While Friends Meeting at Cambridge does not formally recognize individual elders, Tim Nicholson was a beloved and influential elder of the Meeting. Over a period of more than 35 years as a member, his service to the Meeting was thoughtful, consistent, dependable, and effective.

Memorial Minute for James Vincent (Tim) Nicholson, Friends Meeting at Cambridge  
Forwarded by Salem Quarterly Meeting, 4-28-13

He was neither shy about speaking nor was he a person who spoke often. When he spoke he said something worth thinking about and he spoke succinctly and clearly.

He was a very deliberate Clerk when he was responsible for a discernment or implementation process; he was careful to see that issues and complications were fully explored. Most often, on important matters, Tim would ask the group to take a second look and sometimes even a third look, often waiting to the next meeting to think about such matters even when no dissent was voiced. Often our sense of what to do and how to do it would deepen. Tim came to meetings he clerked being prepared to consider the range of issues he thought would help us in our discernment. Seldom did he begin with an expression of his own judgments other than to report decisions he had made about such matters he thought minor, in case any member of the committee had differences with his judgment that such matters were minor.

When Tim was helping to draft a minute for a meeting, he would help us to patiently review a problematic sentence, and often our sense of what to say would deepen.

Though Tim himself was very measured and reasoned in his personal communications, he worked diligently to understand the concerns of others, however expressed.

After Tim's retirement from Boston University, Tim focussed his energies for more than two years to work to renovate the Friends Center at FMC. As Clerk of both the Building Committee and of the Works, every detail was considered with care.

Quaker principles informed every aspect of Tim's family and public life. He valued clarity of thought and expression and chose his words deliberately. He was an attentive listener with a sincere interest in the people and the greater world around him. Although many would have wished for speedier decisions, his considerations of all viewpoints encouraged others to work for consensus.

His loving family will remember Tim always as a true Quaker gentleman.

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While this minute does not indicate that Tim Nicholson was active beyond his own meeting, it was felt that this minute reflects an example, particularly with respect to the roles of elder and clerk, which more Friends should hear of.

On behalf of Salem Quarterly Meeting,  
Sarah Spencer (clerk)

Harold Adin Nomer Jr.

1917 – 2012

Harold Nomer died peacefully in his home overlooking Long Pond at East Hills, Wakefield, Rhode Island, on November 13, 2012 at the age of 95. A memorial service was held for him on December 29, 2012 under the care of the Westerly Monthly Meeting, Westerly, Rhode Island. “Hal,” as he was known, was an active member of Westerly Meeting for 23 years.

Born on January 26, 1917, Hal spent his early years in Pittsburgh, Pennsylvania where his father was Headmaster of Shady Side Academy, a boys boarding school. Following his graduation from Shady Side, Hal attended and graduated from Williams College, his father’s alma mater.

During his final two years at Williams, Hal spent summers in Europe with the Experiment in International Living, first as a group member in Germany and then as a leader of Experiment high school groups in France and Norway. In this co-ed experience, Hal spent a month in one country with a family and a month cycling and mountain climbing with his hosts. The Experiment in International Living was described as being the difference between seeing a country through a plate glass window and being a part of the warmth within.

During Hal’s summer in Germany, his father accepted a position as Headmaster of Friends Academy, a Quaker co-ed boarding school in Locust Valley, Long Island. This was a turning point in Hal’s life. Here Hal attended his first Friends Meeting for Worship. Williams College had compulsory chapel during Hal’s day. A student received credit for attending a service of his persuasion. Hal attended various services and found he was most comfortable with Quaker meeting.

Following his commencement at Williams, which he was not moved to attend, Hal was employed by W.R. Grace & Company in New York, an import/export firm Hal was attracted to because it had no military contracts. Early in his career in Finance at Grace, Hal was drafted for military service in World War II. Due to poor eyesight, he was assigned to the Medics and was trained as an x-ray technician at Walter Reed Hospital in Washington D.C. He spent two years teaching x-ray technicians at the Army School of Roentgenology in Memphis, Tennessee. When the army felt that it had a sufficient number of x-ray technicians, Hal was sent to Germany with a field hospital. There his summer in Germany with the Experiment stood him in good stead. Following V-J Day, Hal spent several months back in the States doing chest x-rays at Army discharge centers.



Following his discharge from the Army, Hal spent ten years as payroll supervisor at Grace before being assigned to the Treasurer's Office. During this time, he met and married Sally Hazard, a Wellesley grad who had also been an Experiment leader. After two years living in Greenwich Village in New York and starting a family which grew to two daughters and a son, the Nomers moved to the suburbs of Ardsley, Westchester County. They also spent weekends and vacations at the summer camp/family compound that Sally's father had bought in 1895 in Matunuck Hills, Rhode Island.

Hal joined Scarsdale Meeting and served on the New York Yearly Meeting Finance Committee. He also served ten years as treasurer of the Yearly Meeting Trustees' pooled funds and five years as a draft counselor with the Westchester Draft Counseling and Information Center. He and Sally started the Recycling Program at Ardsley before there were any organized municipal programs. He was on the Board of Directors for a nursing home, the Bethel Methodist Home, and volunteered with the Westchester Fair Housing Committee for many years.

After 46 years with W. R. Grace & Company, Hal was offered, at age 70, a retirement package he could not turn down. In June of 1989, he and Sally moved to Rhode Island and built a year-round home. In Rhode Island, Hal served on the New England Yearly Meeting Finance Committee and also spent five years as treasurer of Yearly Meeting Sessions. He was also, at different times, the clerk and treasurer of the Westerly Monthly Meeting and recording clerk and treasurer of Rhode Island-Smithfield Quarter.

In addition to his involvement with Westerly Friends, Hal served as a volunteer at the Bay Campus of the Graduate School of Oceanography as well as Watershed Watch at the University of Rhode Island. He volunteered at Westerly Area Rest and Meals (WARM) as he had at homeless shelters in White Plains, New York, and also with the Literacy Volunteers in Westerly.

Hal lived his life with simple and honest intentions and he took thoughtful care in all that he did. He was always aware and appreciative of what others contributed and let them know; we all will miss his messages of appreciation. Despite the challenges of aging and illness, Hal continued to show others his appreciation for life - taking delight in watching the birds, squirrels, and chipmunks at the bird feeder and sharing a relaxed time with a friend, young or old.

Hal taught many generations of First Day School Bible study including his own son, Jonathan, who reflected at the memorial service that Hal always felt that the Bible was a book with some very practical lessons for life. Many are grateful to have received his teaching.

Hal was quick to remark on the cheerfulness of others around him but it was often the light he shared with others which inspired that cheerfulness. Hal often expressed his concern about not wanting to be a burden when, in fact, he worked to lighten the load of many.

Hal's concerns for others were very wide, and he tended carefully to the meeting in many ways. He served on various committees and for years stood in the front vestibule as a greeter, warmly welcoming those entering for worship. Hal was enormously generous, donating a number of improvements to the meetinghouse including the beautiful light fixtures in the meeting room in Sally's memory. He also responded to the needs of the larger world and was always thinking, reading and trying to do the right thing concerning world issues.

Hal lived a life based on his understanding of personal responsibility. Until 2010, Hal would show up for clean-up day to rake leaves and clean the meetinghouse yard. In spite of all the many ways he had given of himself for so many years, when he could no longer contribute by raking, he would apologize profusely for his inability to help out. As one of those in attendance said at Hal's memorial service, "You have done enough, Hal. Now you can rest." This speaks the mind of Westerly Friends, but we will miss Hal's loving presence and care, and his hearty, "Good Morning!" in response to the clerk's greeting at the rise of the many meetings when Hal was present among us.

Westerly Monthly Meeting, approved 3/10/2013

David Madden, clerk

Rhode Island-Smithfield Quarter, approved

Elizabeth Zimmerman, clerk

## MEMORIAL MINUTE FOR PROCTOR HOUGHTON

Proctor Houghton, a socially concerned businessman, devoted husband, and active Quaker, was born on November 24, 1916 in Worcester, Massachusetts. He was graduated from Wesleyan University in 1939 and became an active alumnus. He received Wesleyan's Distinguished Service Award, and funded the Houghton Scholarship, awarded annually based on activities, interests, ambition and vigorous effort rather than grades. During World War II he was employed by the Allied Chemical Company, assisting in opening new defense plants. Proctor lived most of his life in Newton, Massachusetts, and had a summer home in Brewster.

He was the long-time President of the Houghton Chemical Corporation of Boston. He was cognizant of responsibility to the employees of his company. He was concerned for their safety and their and their families well-being. Under Proctor, Houghton Chemical instituted a profit sharing plan, a retirement trust and a bonus program. The company also acted responsibly in the community. It made a priority to protect the environment both in its daily operations and when transporting hazardous cargo.

Proctor was a public spirited and generous person. He was active in a variety of charitable and philanthropic organizations. As a young man he was an Eagle Scout, and was a co-founder of a troop in Wellesley, Massachusetts. He was President and Director of the Ford Hall Forum, the oldest free public education lecture series in America.

He was active in the West End House and was honored by it in 1997. Proctor was a board member of the Vocational Adjustment Center, and a corporate member of the Boston Aquarium, Museum of Science, and Morgan Memorial. He was a strong supporter of WGBH. This public television station conducts an annual televised auction. One year Proctor was offered the opportunity to auction a table, and those of us fortunate enough to have watched remember his beaming smile and obvious delight as he carried out this task.

As a Quaker, Proctor had a strong concern for world peace. He was an active participant in and supporter of the American Friends Service Committee. He was founder and treasurer of the Boston Chapter of



Business Executives Move for New Priorities, an organization especially active during the Vietnam War, when he was a member of its National Council. In addition, he was active in the Union of Concerned Scientists and the United Nations Association.

Proctor served as Clerk of Friends Meeting at Cambridge from 1957 to 1961. He was effective in running prompt and efficient Meetings for Business, and he enjoyed moving business along and was pleased when it was completed by 9:00, as it usually was. He served on the Advisory Committee and the committee that supervised the Pope Fund, and was a Trustee. For decades he served on the New England Yearly Meeting Board of Managers, working closely with his friends Russell DeBurlo and Andrew Towl.

Proctor made one of his trucks available so large shipments of clothing, collected by the AFSC Clothing Room in Meeting basement, could be sent to AFSC headquarters in Philadelphia. Worshippers at Friends Meeting at Cambridge would form two long lines to pass bundles of clothes to the truck.

Proctor was unassuming in everything except dress. He did not favor sedate styles: he wore brightly colored jackets with wide lapels, and two-toned shoes.

We remember Proctor as part of a loving couple with his wife of 63 years, Eloise Kautz Houghton. As reserved as was Proctor, so Eloise was equally outgoing. They were an openly affectionate couple. They were both active in their Newton community. Proctor was a co-founder and director of the Newton Arts Center. He took great joy in supporting Eloise's many activities in Newton, particularly her long years of service for the Newton Community Development Foundation.

Halloween was a special day at the Houghtons. They took the notion of "trick or treat" literally. They would ask the children to perform a trick in order to receive a treat. The children were happy to do so and often came prepared, for they knew they would receive a specially prepared treat. Neighborhood folk who might be alone were invited for the festivities.

In his later years he dedicated himself to caring lovingly for Eloise as she suffered from dementia. After her death in 2008 he was deeply bereaved. His tearful testimony in Eloise's Memorial Meeting of his profound love and respect for her and her energy was deeply moving.

Proctor died on January 12, 2012. At his memorial meeting on May 20, 2012 he was remembered as an anchor of the Meeting, and as a grounding force in its activities, all the while accompanied by his signature hearty laughter.

We are thankful for his presence among us.

### **Memorial Minute**

Glenice Mae Caton Hutchins was born August 4 1931, in Durham Maine, to Maurice and Elizabeth Caton. And died on June 23 2012. Her spirit lives on in her family and friends.

She lived as a child on a farm one mile from the Durham Friends Meeting, where she participated in the Sunday School and Youth Group, and Falmouth Junior Quarterly Meeting. Always a Quaker she embodied compassion, courage and grace, truly loving others non-judgmentally and peacefully. She lived a life of frugality, simplicity and integrity. She was an inspiration to those who knew her. She lived her faith, knowing she was a disciple of God's kingdom, living the present moment and enjoying every phase of her life.

Glenice graduated from Lisbon High School and Fisher College. She earned her Bachelor's degree from the University of Southern Maine in 1970, and her Master's in 1978.

Glenice lived and worked for others. She taught elementary school in Falmouth for twenty-three years. Her students loved her, as she loved them. After retirement she worked as a part-time receptionist at Cedars Nursing Care Center in Portland from 1993 to 2012. She had a strong commitment to education and never stopped learning, attending the life long learning (OLLLIE) classes at the University of Southern Maine after her retirement. She encouraged others in their education as well, buying all the books for her grandchildren's' further education. She was also a member of the College Club of Portland which awards scholarships to local young women.

She was a member of United Teaching Profession, Falmouth Education Association, Maine Teachers Association, National Education Association, and Falmouth Historical Society. She volunteered for the American Cancer Society as a Reach-to-Recover volunteer after her first breast cancer surgery, and for the Committee for Living with Cancer Conference held yearly in Augusta. She also volunteered for the Salvation Army, correcting Bible study lessons for prisoners.

While living in Falmouth she was active in Portland Friends Meeting, serving as Clerk (1965-66 & 1978-79) and on Ministry and Counsel and the Finance Committee. Falmouth Quarterly Meeting was very important to her, she was Clerk of Ministry and Counsel (1973-1976), and Clerk of Pastoral Care. She served the United Society of Friends Women of the New England Yearly Meeting of Friends as Stewardship Secretary. And she was active in New England Yearly Meeting, serving on the Equalization Fund Committee from 1982-1988 and the Student Loan Committee (1994-1997). In the last years of Glenice's life, she returned to Durham Friends Meeting where she served as Clerk of Ministry and Counsel and on the Library Committee.

Glenice will be deeply missed by all who knew her. She is survived by her daughters, Beth Anne King and Donna J. Ross and her son Bradley Carl Hutchins. She was predeceased by her husband of 45 years -Wendell W. Hutchins; she is also survived by her partner of 12 years Albert Anderson, seven grandchildren and six great grandchildren.

Her memorial service was held June 26,2012 at Durham Friends Meeting House.

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Clerk, Durham Friends Meeting

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Clerk, Durham Friends Meeting

## **Eleanor Wilson**

**1914 -- 2012**

Eleanor Wilson, a long-time and highly-regarded member of Vassalboro Friends Meeting, died in Waldoboro, Maine, November 5, 2012 at the age of 98. She was born July 15, 1914 to Roger Nichols and Martha Chase Nichols in Portland, Maine and grew up there and in Kennebunkport. We understand that she was a birthright Friend, growing up in Portland Friends Meeting. From an early age, her intelligence and her gifts of poetry and musical ability (piano and harmonica) were especially evident.

In 1936 she married Robert Wilson and for the next eleven years, during Bob's medical training and service in an Army hospital, they moved around the country. Returning to Maine in 1947, they settled in Jefferson on the shores of Damariscotta Lake where they raised four children and were vital and active members of the community. Bob was the town doctor and Eleanor, the spirited Quaker lady, who always saw the best in people, was the quintessential doctor's wife, opening home and heart to the patients and community. She was also a very independent woman ahead of her time and often could be seen riding her bicycle about town, a sight unusual in that day and age.

Eleanor's presence and active involvement in Vassalboro Meeting, as well as in New England Yearly Meeting, was a gift to all who knew her. One Friend remembered her as being "a feisty person. Feisty and loving. She was always helping wherever she could." Eleanor also spoke plainly, not shying away from expressing an unpopular view. Her kindness and generosity to new young attenders and its profound and lasting effects were most notable. One Friend in particular remembered Eleanor and Bob's generosity in giving him a book from their own library about how early Friends in business set up many young Friends as apprentices, with the intention that they start their own business eventually. This Friend followed that advice, and now the young man he hired is running his own branch of a large European environmental company and is still an active Friend.

Another Friend noted that when he and his wife started attending East Vassalboro Meeting, everyone was friendly and welcoming, but one person, Eleanor, was "exceedingly gracious." When Eleanor found out he was a young

doctor studying at the nearby Family Practice Residency, she insisted they come to the house for lunch that day. They agreed to do so and followed Eleanor and Bob a very long distance to their home. The lunch was memorable, and over the years Eleanor would always seek out the shy young doctor and his wife after the rise of Meeting and ask how they were doing.

Eleanor's strong presence continued in the Yearly Meeting where she served at some point on 10 committees between 1956 and 1992 (Friends China Camp, Correspondence, Executive Council, Equalization Fund, Faith and Practice Revision Committee for the 1985 Edition, Friends Responsibility for Victims of Prejudice and Poverty, Mosher Book and Tract, Nominating, Permanent Board and Peace and Social Concerns). The one which probably demanded her greatest energy and devotion was the Faith and Practice Revision Committee which met in Cambridge eleven times a year over a period of 5 years. She would drive to Clarabel and Louis Marstaller's home in Freeport and ride with them down to Cambridge for the day. That willingness to extend herself for Quakerly pursuits continued in later years, even after Bob had died, when she would drive the long distance (about 50 minutes) to Vassalboro Meeting, until she really could no longer do it. Even then, she remained connected to the Meeting and cheerfully welcomed visitors.

Of Eleanor's many outstanding qualities, her steadfast faith and resilience, even in the face of life's challenges, including the loss of their son Rob at age 30, and later the deaths of Bob and daughter Connie, are especially noteworthy. Eleanor's presence remains in the hearts of daughter Mary Martha Collins and her husband Edwin, son Roger Wilson, and several grandchildren and great-grandchildren, as well as her many F(f)riends in Vassalboro Meeting and beyond.

Third Month 2013  
Vassalboro Monthly Meeting of Friends  
East Vassalboro, Maine