

Permanent Board
May 11, 2013
Putney Friends Meeting

Schedule

9:00-10:15 Fellowship and discussion with Putney Friends at “the Red House.”

7 Small Meadows Lane, Putney, Vermont

10:15-10:45 Move to the Meetinghouse

17 Bellows Falls Road, Putney, Vermont

10:45-11:15 Worship

1-1:45 lunch (bring a bag lunch)

1:45-4:45 Meeting

Agenda (DRAFT) (Revised, 5/8/13)

1. Memorial Minutes for Proctor Houghton, Tim Nicholson, Sandy Spencer, and Eleanor Wilson
2. Review of minutes from March 16, 2013
3. Consideration of Memorial Minutes and forming of editing committee
4. Report from the Yearly Meeting Secretary
 - a. Including an update on the five-year planning process
5. Report from the Yearly Meeting Presiding Clerk
6. Treasurer's Report
7. Development Committee Report
8. Finance Committee
 - a. Consideration of the budget
9. (After lunch) Memorial Minutes for Glenice Hutchins, Hal Nomer, and Eleanor Wilson
10. Clerks' Nominating Committee
11. Travel Minute for Margaret Benefiel, Beacon Hill Friends Meeting
12. Report from the Archives Committee
13. Good Governance of Friends Camp

Brief Status updates from our ad hoc committees:

14. Legacy Discernment
15. Memorial Minute for New England Friends Home
16. Student Aid Revisioning
17. Structural Review

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). 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

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.

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.

Clerk, Durham Friends Meeting

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

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.

Report of the Development Committee to Permanent Board

May 11, 2013

The Development Committee is working to meet the budget goals set by the Yearly Meeting last summer. To date, our report shows that we have received \$30,205 from 204 households. This may be a little low since we have not received the information about the donations received this past week. We anticipate receiving about \$30,000 more from GiveMonthly contributions for the remainder of the fiscal year and, we hope, from the late summer donation of a major donor who has in the past given \$20,000 per year. This means that we are about half way to the budget goal with about four and a half months to go.

This past month, we mailed out a solicitation to the active households in the Yearly Meeting – those with members who attend Sessions, have children in the retreat programs, serve on committees, or in other ways are active in the Yearly Meeting. This targeted mailing is in addition to the solicitation sent to every household with the fall New England Friend. Kevin Lee wrote about the value to the Yearly Meeting in supporting the children's retreat program. Jeff Hipp added a colored photograph to the letter and a black and white photograph on the mailing envelope to make the letter more inviting and noticeable. There has not yet been enough time since the mailing to evaluate the effectiveness of these two experiments. In another month or so, we can compare the results from this year's mailing to last year's. Many Friends have said that they liked the new look of the solicitation, but we will have to see if this generates additional donations.

Following our February workshop with FGC's Development Director, Michael Wadja, we identified a list of potential donors who may have the capacity to give larger amounts to meet this year's goal. We have started to contact them. Because we are asking them to make a large donation to meet this year's challenge budget, we do not know if our work this year will translate into consistently larger giving from these Friends. Development is about relationship building, and we have not had the time to do some of the groundwork that we need to fully engage these donors. We appreciate those members of Permanent Board who have given us names of potential donors. Since almost all of our committee is from Salem Quarter, it is very important that you help us identify, contact, and nurture major donors in other parts of the Yearly Meeting. We need a broad pool of donors to be able to meet our budget in the future.

At past meetings, we have asked Permanent Board and Finance Committee to take a leadership role in financial stewardship. These are the two committees that recommended to Yearly Meeting that about a quarter of our budget must come from individual donors. To date, about 60% of the members on each of these committees have made a donation this fiscal year. It is hard to tell the membership that individual donations are necessary for financial stewardship of the Yearly Meeting unless the leaders are willing to step up first. There is still time. Please give

generously.

One of our concerns in the past has been the integrity of the data in the donor data base as compared to the financial reporting system. Frederick Martin and Ed Mair have been working on this and the numbers are now in alignment. We look forward to having the part time information management assistant help maintain the accuracy of the donor data.

We are again planning to have a visible presence at Sessions. This is a prime fundraising opportunity and a chance to remind a large number of Friends of our responsibility for financial stewardship of the Yearly Meeting.

At the last Permanent Board meeting, the Development Committee was tasked with joining with Finance and Personnel Committees to find a way to help put the Yearly Meeting on a firm financial footing within five years. The first meeting of the clerks of these committees and a few other Friends will be held on May 21.

REQUEST -- Our committee requests that Permanent Board approve an additional \$1,000 for our committee expenses this year. Every two years, there is a national gathering of Quaker Fundraisers held in Lancaster, Pennsylvania. I put in a request in next year's budget to cover registration fees and mileage for our committee members to attend. However, the conference is the last week in September, putting it in the current fiscal year. Jackie Stillwell has offered us housing at her family's homes in Lancaster, so we will not have hotel fees. The conference has workshops on energizing generosity through relationships, evaluating development programs, development and finance working hand-in-hand, engaging volunteer leaders in giving and getting, and other topics in donor stewardship. In addition, there is peer time to meet with development people from other yearly meetings. I attended the last gathering and found this to be a valuable experience as a new development volunteer, and we feel that it will strengthen us as a committee to enable more of us to attend.

Submitted by Nancy Haines, clerk, NEYM Development Committee

Treasurer's Report to Permanent Board for 11th 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
Income			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		
Total Income	\$ 250,581.28	\$ 498,764.00	50.24%
Gross Profit	\$ 250,581.28	\$ 498,764.00	50.24%
Expenses			
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%
Total Expenses	\$ 266,147.78	\$ 500,064.00	53.22%
Net Operating Income	(\$15,566.50)	(\$1,300.00)	
Net Income	(\$15,566.50)	(\$1,300.00)	

YTD Previous Year Operations Only

without Sessions 500, NEFH 380, and Equalization 730

	Oct 1, 2012 - May 1, 2013	Total Oct 1, 2011 - May 1, 2012 (PY)	% Change
Income			
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%
Total Income	\$ 250,581.28	\$ 198,195.92	26.43%
Gross Profit	\$ 250,581.28	\$ 198,195.92	26.43%
Expenses			
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%
Total Expenses	\$ 266,147.78	\$ 248,637.43	7.04%
Net Operating Income	\$ (15,566.50)	\$ (50,441.51)	69.14%
Net Income	\$ (15,566.50)	\$ (50,441.51)	69.14%

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
Income							
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
Total Income	583,497	679,070	703,964	703,840	-124	703,840	-124
Expenses							
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
Total Expenses	641,682	678,541	703,964	752,303	48,339	701,368	-2,596
Net Operating Income	-58,185	529	0	-48,463	-48,463	2,472	2,472

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
Income							
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
Total Income	583,497	679,070	703,964	703,840	-124	703,840	-124
Total Income from Worksheet	583,497	679,070	703,964	703,840	-124	703,840	-124
Expenses							
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

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

Wait List Survey

Summary Prepared on 04/11/13

This report summarizes 7 of 7 total responses.

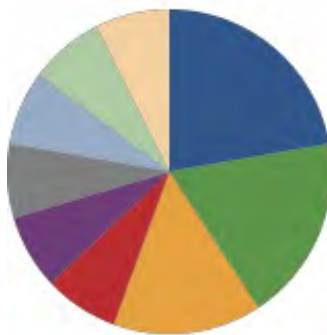
Summary for the results with the following restrictions:

Response Filters

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

Wait List Survey

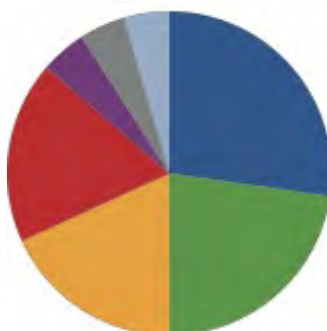
1. What attracted you to this event? (Check all that apply)



- 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)

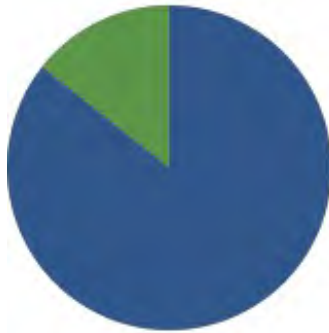


- 27.2% [Happy that the gathering had such strong interest \(6\)](#)
- 22.7% [Grateful for audio recordings of speakers \(5\)](#)
- 18.1% [Disappointed to not be able to hear the speakers \(4\)](#)
- 18.1% [Disappointed to not be able to be with other NEYM Friends at Mid-Year Gathering \(4\)](#)
- 4.5% [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.*

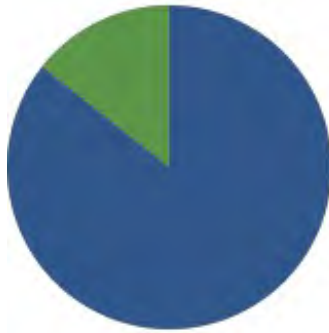
3. Would you have wanted to attend if the event were held in a hotel and the price was higher?



■ 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
-

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.