

## **Meeting of the Permanent Board of New England Yearly Meeting**

8/3/2013

9:30am-12 noon

Room 347, Unistrucre, Bryant University

### **Agenda**

9:30 Gather in Worship (including the reading of a memorial minute for Rich Sivel)

Roll Call

Minutes

1. Memorial Minute for Rich Sivel (see minute posted on Permanent Board page)
2. Review of minutes from 5/11  
([http://neym.org/permanentboard/access/PB2013\\_5\\_11-mins-DRAFT.pdf](http://neym.org/permanentboard/access/PB2013_5_11-mins-DRAFT.pdf))
3. Report from the Yearly Meeting Secretary
4. Report from the Presiding Clerk
5. Treasurer's Report (see Report in Sessions Advance Documents)
6. Financial Planning (see report posted on Permanent Board page)
7. Finance Committee
  - a. Revisit budget to recommend to Sessions
8. Development Committee
9. Personnel Committee
10. Legacy Gift Committee (see Report in Sessions Advance Documents)
11. Structural Review (see Report in Sessions Advance Documents)
12. Internal Nominating (see report posted on Permanent Board page)
13. Travel minute for Marian Baker
14. Closing worship

Upcoming meetings, *note change in calendar:*

8/8 - Room 347, Unistrucre, Bryant University

9/28 - Meeting concurrently with Ministry and Counsel, location tba

11/23 - As scheduled, location tba (north)

2/15 - Meeting concurrently with Ministry and Counsel, location tba (central)

5/10 - location tba (south)

**New England Yearly Meeting of the Religious Society of Friends**  
**Permanent Board Minutes **Draft****  
**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 Forsyth (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.

## Report from the Financial Planning Group to Permanent Board

In March 2013, recognizing the financial challenges facing the yearly meeting, Coordinating & Advisory Committee raised with Permanent Board the concern about the need for NEYM to begin planning for financial sustainability. After discernment, Permanent Board asked the members of Finance, Development, Personnel, and Coordinating & Advisory, to work together to bring to Sessions a recommendation for steps leading to financial sustainability for the life and ministry of NEYM.

During this process, we considered not just how to move towards financial sustainability but why: Where is the Life in New England Yearly Meeting? How can we expect Friends to support this work, if we are not well grounded in it?

We analyzed the budgets of the last 10 years. From 2000-2008, our finances were in good order. Expenses were going up, but income was rising to meet them. Then, in 2008, there was a global financial crisis. As was the case in many churches, our income plummeted, and we cut our expenses drastically. Since 2008, our budgets tried to first estimate income and then keep expenses low to match. In the process, we've cut expenses to the bone, and then we've begun cutting into the life-giving marrow. There is no more room to cut without laying off staff or cutting back youth programs or donations to Quaker organizations.

Even so, there is a consistent gap between our income and our expenses. In FY2013, we estimate the deficit to be \$42,000. For FY2014, the recommended budget contains a \$48,000 deficit. The expenses in the budget are needed to do the work we have discerned we are called to do. In fact, we should probably be spending more: Monthly Meetings, Quarterly Meetings, and the Quaker movement in New England need more support. We are growing into that, but to continue that growth, we need to right our financial ship.

We were able to discern three choices:

1. We could keep cutting, which would require laying down some of our vital ministries or essential services and laying off the staff that supports them.
2. We could continue to have deficit budgets. Expenses would continue to outpace income, simply from rising costs of current programs.. We would exhaust our reserves in 5 years and exhaust the legacy gift in 12 more years.
3. We could do the hard work to create a capacity to increase our income in an urgent but achievable way.

The financial planning group recommends choice 3. To accomplish this, the plan is to actively engage Friends throughout the yearly meeting in our work, encouraging financial and other support for our shared ministry. We believe this will result in increased income that meets expenses in at most five years. We have an obligation to maintain the yearly meeting—we haven't been doing that and we need to change. It's a big change, so we have to start now and we need time to get there.

As we are building our capacity to support Yearly Meeting over the next five years, we propose utilizing our reserves to sustain our vital ministries. We have laid out a series of achievable, year-by-year goals. If we do no more than reach those goals, our income will

meet our expenses in five years, and our reserves—not including the Legacy Gift or other restricted funds—will be drawn down to just over \$90,000. Then, after five years (or earlier if we exceed our goals) we will be able to start replenishing our reserves with interest.

We've already started the process of creating a capacity to increase our income. We've:

- Shifted the YM Secretary's workplan to spend a significant amount of time on development.
- In FY2014, the budget recommendation gives development committee a real budget to work with, based on their estimate of the cost to raise the goal we've given them.
- We are taking concrete steps to improve the technological and administrative support to make development work—and all other work—more possible (launching our new website, upgrading database, creating informational brochures, and increasing staff time for administrative support).
- We are beginning a process of talking about our finances over a longer term with the gathered yearly meeting.

We will continue to evaluate our progress towards these goals and will be back next year and the year after to consider how well this plan is actually working and any adjustments that might need to be made. We believe we can meet the income goals we have set for ourselves for the next two years. If we are unable to do so, we will re-evaluate our approach and explore other options, including cuts in expenses in the FY2016 budget.

**We hope that Permanent Board endorses the recommendation that we focus on creating the capacity to increase our income in an urgent but achievable way and the recommendation that we repay funds borrowed from our reserves with interest, starting with funds borrowed in FY2014.**

Additionally, we have discerned that increasing the care of our relationship with Monthly Meetings will be an essential part of this task, so **we also ask Permanent Board to season the possibility of taking under its care communications with the monthly meetings about the yearly meeting.**

If you would like to see the numbers that went into this presentation, please email [financialplanning@neym.org](mailto:financialplanning@neym.org) or speak to Ben Guaraldi.

## NEYM FY-2014 Summary Draft Budget

	FY-2012		FY-2013 Budget	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			0	0	0	0
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	
<b>Total 4050 Int. and Div. Income</b>	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
<b>Total 6200 Benevolence</b>	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	FY-2014 Budget-A		FY-2014 Budget-B	
	Actuals	Budget	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
<b>FY2013 Funding Challenge</b>			38,094		-38,094		
4022 FUM MM Restricted Funds	900	0					
4030 Organizations Contributions	2,265	2,200	0	0	0	0	0
<b>4050 Interest and Dividend Income</b>							
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
<b>Total 4050 Int. and Div. Income</b>	<b>1,097</b>	<b>12,000</b>	<b>12,000</b>	<b>33,500</b>	<b>21,500</b>	<b>33,500</b>	<b>21,500</b>
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>
<b>Total Income from Worksheet</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>							
4000 Reconciliation Discrepancies							
<b>5000 Staff</b>							
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
<b>Total 5010 Salaries &amp; Wages</b>	<b>227,766</b>	<b>228,000</b>	<b>253,550</b>	<b>253,562</b>	<b>12</b>	<b>224,794</b>	<b>-28,756</b>
5020 Payroll Taxes	12,251	13,000	14,400	19,398	4,998	17,197	2,797
<b>5030 Benefits</b>							
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

<b>5040 Disability</b>	1,192	1,131	1,200	900	-300	900	-300
<b>5045 Workers' Compensation</b>	630	811	850	750	-100	750	-100
<b>5060 Staff Development</b>	200	0		2,000	2,000	0	0
<b>Total 5030 Benefits</b>	<b>59,069</b>	<b>60,942</b>	<b>66,000</b>	<b>81,019</b>	<b>15,019</b>	<b>76,300</b>	<b>10,300</b>
<b>5050 Spiritual Retreats</b>	622	1,200	1,200	1,200	0	0	-1,200
<b>Total 5000 Staff</b>	<b>299,709</b>	<b>303,142</b>	<b>335,150</b>	<b>355,178</b>	<b>20,028</b>	<b>318,290</b>	<b>-16,860</b>
<b>5100 General &amp; Administration</b>							
<b>5110 Administration</b>							
<b>5120 Bank Expense</b>	4,794	3,500	4,500	4,500	0	4,500	0
<b>5130 Contracted Services</b>	5,330	6,000	5,200	5,200	0	5,200	0
<b>5140 Legal Services</b>	357	1,000	1,000	10,000	9,000	5,000	4,000
<b>5150 Liability Insurance</b>	1,996	3,500	4,000	4,000	0	4,000	0
<b>5160 Payroll Service</b>	1,553	2,500	2,500	2,500	0	2,500	0
<b>5170 Recruiting Expense</b>	198	1,000	500	500	0	0	-500
<b>5180 Rent</b>	9,350	9,350	9,350	9,350	0	9,350	0
<b>5190 Misc. Expense</b>	-1	0			0	0	0
<b>Total 5110 Administration</b>	<b>23,577</b>	<b>26,850</b>	<b>27,050</b>	<b>36,050</b>	<b>9,000</b>	<b>30,550</b>	<b>3,500</b>
<b>5200 Office</b>							
<b>5220 Cleaning Services</b>	264	150	265	265	0	265	0
<b>5230 Maint - Equip &amp; Hardware</b>	0	2,000	1,250	1,250	0	1,250	0
<b>5240 Postage</b>	2,392	3,000	2,500	2,500	0	2,500	0
<b>5250 Office Equipment</b>	27	2,000	1,250	1,250	0	1,250	0
<b>5260 Office Supplies</b>	3,239	2,500	2,250	2,250	0	2,250	0
<b>5270 Printing &amp; Copying</b>	2,497	4,000	4,000	4,000	0	4,000	0
<b>5280 Software &amp; Updates</b>	1,671	1,250	1,500	1,500	0	1,500	0
<b>5290 Telephone</b>	4,468	3,500	4,000	4,000	0	4,000	0
<b>Total 5200 Office</b>	<b>14,557</b>	<b>18,400</b>	<b>17,015</b>	<b>17,015</b>	<b>0</b>	<b>17,015</b>	<b>0</b>
<b>Total 5100 General &amp; Administration</b>	<b>38,135</b>	<b>45,250</b>	<b>44,065</b>	<b>53,065</b>	<b>9,000</b>	<b>47,565</b>	<b>3,500</b>
<b>5300 Travel &amp; Conferences</b>							
<b>5310 Travel - Committee</b>	2,226	2,000	2,000	2,000	0	2,000	0
<b>5320 Travel - Clerk</b>	3,875	3,000	3,000	3,000	0	3,000	0
<b>5330 Travel - Programs</b>	2,377	1,000	1,000	1,000	0	1,000	0
<b>5335 Travel - Representatives Travel</b>	3,842	6,500	3,500	3,500	0	3,500	0
<b>5350 Travel - Staff</b>	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>	<b>33,687</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	0	<b>30,000</b>	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>	<b>11,229</b>	<b>13,800</b>	<b>13,800</b>	<b>13,800</b>	0	<b>13,800</b>	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
<b>Total 6330 Friends' Organizations</b>	<b>2,150</b>	<b>2,150</b>	<b>2,150</b>	<b>2,150</b>	<b>0</b>	<b>2,150</b>	<b>0</b>
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
<b>Total 6590 Ecumenical Organizations</b>	<b>4,400</b>	<b>4,400</b>	<b>4,400</b>	<b>4,400</b>	<b>0</b>	<b>4,217</b>	<b>-183</b>
<b>Total 6200 Benevolence</b>	<b>48,432</b>	<b>48,749</b>	<b>48,749</b>	<b>48,749</b>	<b>0</b>	<b>44,421</b>	<b>-4,328</b>
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
<b>Total 6600 Publications</b>	<b>11,737</b>	<b>10,500</b>	<b>8,000</b>	<b>9,500</b>	<b>1,500</b>	<b>9,500</b>	<b>1,500</b>
<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>703,047</b>	<b>-917</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>



**Internal Nominating Committee Report to Permanent Board July, 2013**

**Clerk: Holly Baldwin 2012 – 2015**

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

2013	2014	2015	2016	2017
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

Sub Committee	2013	2014	2015	2016
<b>Clerks Nominating</b>	#Patsy Shotwell Allan Kohrman	+Debbie Humphries +Benigno Sanchez-Eppler	Christopher McCandless Rosemary Zimmerman	Allan Kohrman Ben Guaraldi
<b>Personnel</b>	Rebecca Leuchak Jan Hoffman	Dwight Lopes Karen Sanchez - Eppler Fritz Weiss	+Judith Shea Edward Baker Carolyn Stone	Rebecca Leuchak <b>Jan Hoffman</b> <b>Bob Murray</b>
<b>Internal Nominating</b>	Karen Sanchez - Eppler	Susan Davies	Donn Weinholtz Sarah Sue Pennell	Patsy Shotwell <b>Sara Smith</b>
<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>				Fritz Weiss

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

Richard, "Rich", Franklin Sivel, Jr., November 15, 1952 – December 18, 2011, son of Richard and Doris Sivel, Penn's Park, PA found the Society of Friends early in his life. Born in Philadelphia, PA, Rich and his family moved to Buck's Country when he was four. His involvement with the Wrightstown Meeting, Buck's County, PA, during his Vietnam War resistance, led him to Quakerism.

A member of Hartford Monthly Meeting of Friends, Quaker, since 1970, Rich was a dedicated peacemaker and an organizer for peace and justice, in all aspects of his life. Rich also worked with New England Yearly Meeting of Friends (NEYM) and served on many committees, including: Office ~~of~~ Facilities Oversight, 2005 - 2007; Publications and Communications, 2006-2008; Clerk of Facilities and Oversight, 2005-2007; and the Subcommittee of Permanent Board. Jonathon Vogel-Bourne noted that Rich was especially helpful to these committees with his knowledge of information technology.

Rich worked with the children in JYM, staffing Junior Yearly Meeting Retreats; and served on the Board of Woolman Hill, Quaker Retreat Center, 1999-2002. Rich also worked diligently on the project to rebuild the historic North Dartmouth Meetinghouse at Woolman Hill.

Rich was a major influence in encouraging Mark Fraser and Daphne Bye to apply as Directors of Woolman Hill, the Quaker Retreat Center in Deerfield, Massachusetts.

Extremely sharp, curious, and knowledgeable, Rich always wanted to learn more. Early in his career path, Rich worked with The Computer Processing Institute, involving computer hardware and software. In his last position, Rich applied these skills to public service as Online Mobilization Coordinator, with the American Federation of State, County, and Municipal Employees (AFSCME) Council 4 in New Britain, CT, Rich always had workers rights and the Union in the forefront of his beliefs and participation in social justice movements.

A peace worker in the Hartford area, he supported many causes including anti-war activities, as well as peace and justice movements. He was especially helpful, in the 1990's, providing support for Native Americans, including Moonface Bear, in Hartford, CT. He also worked to provide sanctuary, in the 1980's to a Guatemalan family, living in West Hartford, CT.

Peace, love, and kindness were intricate to his family, his work, his social activism, and in every aspect of his life. A Memorial Service was held at the Hartford Monthly Meeting of Friends on December 29, 2011.

Richard is survived by his mother, Doris Sivel; the mother of his children, Palma Vaccaro; his brother, Jim Sivel; his sisters, Gwen Sivel and Roberta Kim; his son, Jonathan Sivel; daughter, Kathryn Sivel, son-in-law, Carlos Vasquez, granddaughter, Frances Esperanza Vasquez Sivel, and niece and nephew Sarah and Thomas Kim.