

**Permanent Board of New England Yearly Meeting
February 15, 2014
Friends Meeting at Cambridge, Cambridge, MA**

Agenda (DRAFT)

Opening

9:00 Fellowship
9:30 Worship with Ministry and Counsel
10:00 Welcome
10:30 Business begins

Review minutes from 11/21

Reports from those who are serving us

Yearly Meeting Secretary
Yearly Meeting Presiding Clerk (Jacqueline Stillwell)
Please read her report and email questions; Jackie will be travelling with our Friends in Cuba Yearly Meeting.

Follow-up work from our committees

Structural Review (Janet Hough)
Status report
Legacy Discernment (Suzanna Schell)
Recommendations
Student Aid Re-visioning (Galen Hamann)
Recommendations
Internal Nominating (Donn Weinholtz)
Nominations
Clerks Nominating (Allan Kohrman)
Proposal

Yearly Meeting Finances

Treasurer's Report (Ben Guaraldi)
Finance Committee
(tba after their meeting on 2/8, check back for additional reports)

Other business brought to PB

Young Adult Friends Climate Change Working Group (Emily Neuman)
Letter about divestment and the Pooled Funds
Correspondence (Holly Baldwin)

Future agenda items

Recommendations from the ad hoc committee on the Good Governance of Friends Camp (Jeremiah Dickinson)
Affiliation with Friends Association for Higher Education (Donn Weinholtz)

3:30 Close with Worship

Upcoming meetings

May 10, location TBA, agenda items due 4/25; reports due 4/30
August 2, Castleton College, Castleton, VT

**New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes
November 23, 2013 **Draft**
Plainfield Monthly Meeting**

13-107 Intervisitation: Friends from Permanent Board had the opportunity to visit with Friends from Plainfield Meeting before our opening worship.

13-108 Opening Worship: During our opening worship, in the meeting room at Plainfield meeting, we heard a memorial minute for Andrew Towl.

13-109 Welcome: We were welcomed by our clerk, who spoke of the many ways God is with us, and by Rachel Walker Cogbill, clerk of Plainfield Meeting.

13-110 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, Leanna Kantt, Allan Kohrman, Christopher McCandless, Jean McCandless, Bruce Neumann, Suzanna Schell, Becky Steele, Carolyn Stone, Donn Weinholtz, Fritz Weiss, Rosemary Zimmermann, Hannah Zwirner.

Regrets: Aimee Belanger, Justice Erikson, Galen Hamman, Nancy Isaacs, Sandy Isaacs, Mary Knowlton, Rebecca Leuchak, Rocky Malin, Elias Sanchez-Eppler, Karen Sanchez-Eppler, Patricia Shotwell, Sara Smith, Philip Stone, Hannah Zwirner.

Ex-officio: Edward Baker (Clerk of Personnel), Muriel Farrar (Gonic, co-clerk of Finance), Maria Lamberto (Co-clerk of Finance), Noah Baker Merrill (Yearly Meeting Secretary), Jacqueline Stillwell (Presiding Clerk),

Visitors: Wilmer Brandt (Plainfield), Charlie Cogbill (Plainfield), Carol Dawes (Plainfield), Buck Foster (Plainfield), Nat Shed (Friends Camp Director) LaVerne Shelton (Madison, WI), Rachel Walker-Cogbill (Plainfield), Carl Williams (Plainfield), Kathleen Wooten (Lawrence).

13-111 Minutes: Edits were offered for the minutes from our Sept. 28th meeting. With changes, the minutes were **approved**.

13-112 Memorial Minute: friends **approved** forwarding Andrew Towl's Memorial Minute to Sessions.

13-113 Joint Meeting: We reflected on the joint session with Ministry and Counsel at our Sept. 28 meeting. While Friends enjoyed meeting together, and opportunities for sharing through the day, it seemed that there was limited benefit to the shared agenda item (consideration of MM relationships). Friends are open to continuing to explore joint meetings, recognizing that more benefit may emerge as the practice becomes more familiar.

13-114 Monthly Meeting Relationships: Deana Chase, speaking for a working group which included Sara Smith and Bruce Neumann, presented their thoughts on visiting Monthly Meetings as part of our initiative to foster relationships. She presented a document which gives some advice about how to approach a visit, and some queries to use when engaging with MM Friends. We understand that answers to the queries are not the object, the queries are a vehicle towards our goal of listening, making connections, sharing ideas and inspiration. We are encouraged to bring available hand-outs to support the task of explaining the scope and relevance of NEYM, and to leave behind, hoping to encourage further discussion and awareness. Hand-outs include: A brochure with Deana's and Sarah's two images of ways to understand the YM, and a brochure about the Youth Programs. Deana also mentioned that she is exploring the idea of a "Yearly Meeting Passport" to encourage intervisitation. Anyone interested in visiting could bring their passport to a meeting and get a stamp showing that they had been there. Bruce spoke about a Google doc he has set up to help track intervisitation. The link will be widely distributed among PB, Structural Review, and Ministry and Counsel. Friends considering a visit are encouraged to look at it to help plan where to go, and to update the document as plans are made and visits accomplished. Some concern was raised about the required internet accessibility and spreadsheet skills. Noah said he hoped this work could be coordinated with staff, and that we could consider how staff support could be most useful. Friends endorsed the working group's plan.

We turned from looking at logistics to considering the context of asking MM's for increased donations. While Friends are clear about our role in the relationship-building which we hope will foster donations, it is less clear who is expected to discuss donations with the MM's, and at what point. We understand that conversations about money will be more effective if they grow out of a relationship. We are encouraged, in our visits, to express our thanks for the gifts that have been given: of Friends' service to their communities and to the YM, of spiritual presence in their communities, and for the financial contributions that have been given in the past. (Note that MM contributions are listed in the Directory.) The clerk clarified that PB's new role in this process is in the ongoing work of fostering YM/MM relationships, which we hope will be helpful to Finance Committee and staff, as they contact the MM's regarding their donations. PB Friends are welcome, as led, to assist Finance Committee by contacting MM's with whom they have developed a relationship.

One Friend encouraged us all to "Get out there and start visiting," not to wait for further refinements of visit planning. We will certainly learn from the work. Another Friend encouraged PB members to participate on their MM Finance committees, and be an advocate for YM donations.

13-115 Finance Committee: Maria Lamberto, for Finance Committee, introduced Muriel Farrar, who will be acting as co-clerk with Maria. We heard that the committee, now with 15 members, has established subcommittees for: Budgeting Process; Policies, Structures and Systems; and Education and Support. The

committee is also looking for an Assistant Treasurer, who can be a signatory for checks, so that bills can be paid in the Treasurer's absence.

13-116 Treasurer's Report: Ben Guaraldi reported that with the close of the fiscal year, Monthly Meeting giving matched the budget, and that individual giving, up 31% from expected, matched the challenge built into the budget. Due to an unexpected imbalance of income and expenses at Sessions, we still ended up with a deficit, smaller than it might have been. Noah and Ben are working toward greater transparency around Sessions financial planning as part of work toward transparency overall. While one Friend encouraged us not to plan on using reserves in future budgets, another pointed out that our finances are not in any sense "out of control;" there are a few key issues needing focused attention. Ben also assured us that while we have no intention or expectation of using any of the Legacy Gift, its presence provides a cushion against worse than expected end-of-year balances. Friends also raised the question (unanswered) of whether Sessions should break even, or whether it should be considered a ministry that NEYM supports.

Ben reported on the current state of Student Loans.

13-117 Student Loan: We considered how we are led to handle existing Student Loans. The last loans were made in 2009 and, while it has not been laid down, the Student Loan Committee has no members. While the Student Aid Revisioning Committee considers what, if any, role the YM will have in providing student aid in the future, we do have some responsibility to resolve existing loans, currently totaling \$76,846 among 23 borrowers. While integrity suggests that repayment is in the interest of both the borrowers and potential future uses for the money, Friends expressed concern for borrowers who might be in a difficult financial situation. We were reminded that there is an existing handbook, used by the Committee for many years, which gives advice and procedures for dealing with a variety of situations.

The clerk offered the following minute:

In the absence of a functioning student loan committee, we will appoint a conservator and a group of friends to carry this work until its logical conclusion (which may be affected by the recommendations of the Student Aid Re-visioning Committee).

We request that these administrators resume and maintain communication with borrowers, in conjunction with the accounts manager, the YM treasurer, and the previously established handbook.

We further request that the committee keep in mind the relationship with the borrowers, and helping them understand the spiritual implication of their loans. Communication with borrowers should include the message that we do not want repayment of the loan to result in undue financial hardship. If that appears to be the case, we will make other arrangements with this borrower, as appropriate.

We approved Allan Kohrman as Conservator, and Travis Belcher and Maria Lamberto as members of this ad-hoc committee, and approved the preceding minute as their charge.

Pending the discernment of the Student Aid Revisioning Committee and PB, we expect to make a recommendation to Sessions 2014 to lay down the Student Loan committee.

13-118 Worship: As we continued attending to business after lunch break, the clerk reminded us that we continue with worship as the underpinning of our work.

13-119 Personnel Policy Manual: On behalf of the personnel Committee, Edward Baker brought us a few changes to the new Personnel Policy Manual which had been posted for our consideration before our September meeting. Friends approved the new manual, with the changes presented. We understand that the manual will also be shown to legal counsel for approval, and that another section on discrimination in the workplace will be added.

13-120 Travel to Cuba: The clerk presented the names of eight friends desiring our blessing for travel to Cuba in February to participate in Cuba Yearly Meeting, and to visit with Hanover Meeting's sister meeting in Havana. These Friends are all from Hanover Meeting, except Jacqueline Stillwell from Monadnock.

Erica Brinton, Len Cadwallader, Mary Ann Cadwallader, Craig Putnam,
Paula Rossvall, Fritz Weiss, Penny Wright, Jacqueline Stillwell

Friends **approved** the clerk endorsing their Travel Minute.

13-121 Travel to Cuba: Friends **approved** the clerk endorsing a Travel Minute for Benigno Sanchez-Eppler, who will be returning to Cuba in January to teach at the Cuban Quaker Peace Institute. Benigno will also be bringing copies of works by Kelly, Bownas, and Penington which he and Susan Furry have translated into Spanish.

13-122 Yearly Meeting Secretary Report: Noah Baker Merrill reported on issues of concern and interest around and beyond the YM. Noah and several other NE Friends attended the FCNL Annual Meeting last weekend, and note that our whole religious society seems in a time of change and transformation. If we are uncomfortable with change, we must remember that we are called to change our institutions to better serve God's work through our present and future religious society. Beth Collea, Religious Education Coordinator, has been the primary organizer of an event which will explore how we support new Meetings. This will occur on January 25 at Framingham Meeting. Noah is busy with annual staff reviews, updating job descriptions, developing a shared work plan for the staff, and beginning work on the priorities budget. While

the YM secretary is responsible for the first draft, Noah will convene the clerks of several committees for input as he begins the process this year.

Delia Windwalker, who has several times previously served as NEYM administrative staff, will step in as Interim Office Manager during Jeff Hipp's paternity leave.

We heard that work on the new website continues, and is nearing completion. In order to allow time for troubleshooting and support for the rollout, formal launch will wait until Jeff's return. Even when the site is up, we can expect that it will continue to evolve as we grow into its full capabilities.

13-123 Youth Programs: Noah presented, for our consideration, a request from staff to consider the structure, purpose, and procedures of the Youth Programs committee. Since the staff restructure several years ago, the YM secretary is responsible for supervision of the Youth Programs staff, a task which previously was at the core of Youth Programs committee's work. Nia Thomas and Gretchen Baker-Smith (youth program coordinators) have suggested that the committee would serve a more important role at this point in maintaining oversight of the overall youth programs and policies. Currently the committee is inactive, and the charge of the committee is unclear. Noah pointed out that Youth Programs represent 34% of our annual budget and are an important part of our overall ministry. These programs could also be a significant source of liability if not monitored carefully, and require a strong group providing oversight. On behalf of the youth programs staff, he is requesting guidance for a reconsideration of the Purposes and Procedures for a Youth Programs/Ministries Committee. Nia Thomas has drawn up a first draft of such a document (attached) as a basis for further reflection. Jackie Stillwell and Susan Davies volunteered to provide such guidance, dialoguing with Youth Programs staff and others, with a goal of PB bringing a recommendation to Sessions 2014.

13-124 Sessions Fee Structure: Noting that it is the YM Secretary's responsibility to set the fee structure for Sessions, Noah presented a new concept he and the Treasurer have been seasoning. While the standard approach would be to make across the board increases to cover increased costs, Noah has expressed interested in a more transparent system that would at once show the true cost of sessions and allow Friends to pay what they are able. The new system would present four options to registrants:

- A recommended price prepared by adding a percentage to last year's costs.
- The true cost, which would incorporate staff salaries for the time they put into running sessions
- The average amount paid for a similar package (number of family members and other options) last year
- A blank space, allowing a Friend to enter what they are led and able to pay.

Friends recognized that this system would eliminate the need for equalization, and the shame some have expressed in being required to ask for help. As well, it

encourages and relies on the integrity of each participant, in considering what they can and are led to pay. Noah reports that he has seen this system work well in other situations, and that this approach has been endorsed by both Sessions Committee and Ministry & Counsel. Not requiring our approval, Friends lent a general sense of endorsement to the experiment, one Friend noting: “this is a leap of faith, prepare to be amazed!”

13-125 Database Upgrade: Having informed us in September (13-97) that a working group was exploring possibilities for upgrading our databases, Noah brought their conclusion that the best option is to move forward with replacing the current databases with a new system. Note that we currently operate with two, one which maintains records for membership of monthly meetings and general data, another which is used during Sessions registration. While they had explored both modest upgrades to the current system, and having Castleton College handle registration for 2014 Sessions, the group concluded that both options involved a short-term expenditure of funds with no long-term gain. Further of concern to Friends is the realization that credit card information used in Sessions registration is stored on the Sessions database unencrypted; a liability if not illegal.

Their specific recommendation is to transfer our data to SalesForce, which stores data in an encrypted format online. SalesForce donates their services to non-profits, and FGC, which also uses this, will give us their version, which has been significantly modified to meet their needs, representing a more than \$38,000 in-kind gift. There would be additional cost associated with further modification of the software to customize the program for our needs.

We have received a \$10K grant from the Obadiah Brown Benevolent Fund to support this endeavor, but would likely need \$20K more for the customization. Friends **approved** spending these funds, requesting that Finance Committee spread the cost over 5 years of budgets.

13-126 Appreciation: We minuted our appreciation to Plainfield Meeting for hosting with abundance: four soups! We also learned that the meetinghouse was made available through a mortgage from Friends United Meeting.

13-127 Expression of Life: In a rare departure from business, we watched a short video entitled, “What Does George Fox Say?” which is at the same time a parody of a popular music video “What Does the Fox Say?” and a marvelous statement of the Quaker Faith. The video featured a group of New England Quakers, under the direction of Ben Guaraldi. Noah pointed out that in the midst of its humor and truth, it is another example of the ways the Quaker movement is growing and alive in this time.

13-128 Budget: Noah advised us that several updates and revisions to the budget will be coming to our attention in February as a proposed mid-year budget revision. He and Ben have chosen to present them together for clarity and efficiency. Issues

that will be addressed include a revised and approved Sessions budget, health care changes, and paternity leave.

13-129 Friends Camp: Nat Shed reported on the state of affairs with Friends Camp. We heard that they are changing the fee structure, which helps increase diversity, and that they are hoping to establish an endowment for capital expenses and camperships. Nat reports that he is very happy with the existence and the work of the ad-hoc committee on Good Governance of Friends Camp. He is looking into the possibility of transforming the lakeshore rental property into a boating area. Finally, hoping to forestall shock when the time comes, he informed us that he has been having preliminary thoughts about retirement.

13-130 Presiding Clerk Report: Eschewing details about specific YM issues, Jacqueline Stillwell reminded us that we are constantly confronted with opportunities for change, a state which makes us both excited and uncomfortable. We are encouraged to stay open, recognizing our tendency to get stuck, thinking we “know.”

13-131 Nominating: For Yearly Meeting Nominating Committee, Christopher McCandless presented the following names for our consideration:

- Sessions Committee: Laura Hoskins (Putney) Class of 2016
- Aging Committee: Mary Zwirner (Beacon Hill) Class of 2016
- Finance Committee: Carol Savery-Frederic (Hartford) Class of 2016
- FGC Committee: David Anick (Cambridge) Class of 2016

Friends **approved** these nominations

13-132 Closing Worship: As we entered closing worship, the clerk thanked us for using our love of NEYM to help guide the YM into the future.

Holly Baldwin, Clerk
Bruce Neumann, Recording clerk

To: NEYM Permanent Board, meeting on 2/15/2014
From: Noah Baker Merrill, Yearly Meeting Secretary

Dear Friends,

This is an exciting time to be a Friend in New England.

Below are some brief written updates about ongoing work in advance of our time together, to hopefully clarify issues, save time, and inform our corporate discernment. Please consider them supplemental to the items on our agenda for Saturday's meeting – several key items, including input on the FY2015 Priorities Budget Process and consideration of the FY2014 Mid-Year Budget Revision will to my understanding be considered at the meeting, and additional background is provided separately. This information is provided in lieu of an oral report on these matters at the meeting.

Archives

Limited progress has been made in recent months in the process of developing an RFP and exploring a future home for our Archives. This is in large part due to a pair of personal tragedies in the life of the consultant who was coordinating this work, which resulted in his needing to step back from an active role in the project and delayed overall progress. A new consultant is being brought on board this week, and is connecting with the Archives Committee, which is engaged and eager to continue this work. While the timeline is ambitious, the Archives Committee currently hopes to have a preliminary recommendation for both the future home of Archives and the Bloody Tenent (the Roger Williams book we know that is now in a separate facility) in time for Sessions 2014.

In December the Executive Director of the Rhode Island Historical Society contacted me with the troubling news that the RIHS had experienced a “water event” resulting from a malfunction in a heating unit in their facility. Dripping water from the floors above caused approximately a third of our collection of historical documents to receive limited exposure to water.

RIHS emergency response policy was immediately implemented, and within 30 minutes document recovery & preservation specialists responded. The services were provided by a firm called Polygon, which also has the permanent contract for document recovery at the National Archives, and are known as one of the best in the field. The exposed portions of our collection were quickly frozen to prevent deterioration due to water, and the affected materials were transported to a facility where the recovery and inventorying could be conducted. This process is not yet complete, but I have been regularly updated by RIHS staff, and am assured that all costs are being covered by their insurance, as per our standing

agreement for custody of our archival material. I have been impressed by the professionalism, responsiveness, and care of the RIHS staff, and especially the Executive Director, who has gone above and beyond what could be expected to consult with me and keep me informed as needed. The clerk of the Archives committee is aware of the situation and supportive of actions taken so far. I will provide a further update once the recovery process is complete and we have a clearer sense of what if any materials have been lost or seriously damaged, and what steps remain to be taken in the near term to preserve the collection until such time as a new permanent home is found.

Website

With Jeff Hipp's return to full-time work following his paternity leave, the new NEYM website is on track to be launched at the end of February. This will be a "soft" launch, meaning that the site will go live at the current URL (www.neym.org), but we will continue to "move into our new home" over the next few months. An important aspect of this work will be supporting clerks of YM committees, monthly & quarterly meetings, and other key users in being trained and engaging with the many new features available to support the life and ministry of Friends through the website. The site will be more fully featured and publicized in preparation for Sessions this summer. We look forward to your feedback, and to the increased awareness, communication, connection, and outreach the new site will help make possible.

Database

Following Permanent Board's November 2013 approval of a \$20,000 capital expenditure to develop a new database and core information management infrastructure to replace our current system, which supplements the existing \$10,000 grant funding from Obadiah Brown's Benevolent Fund/Sarah Swift Fund for related purposes, the Database Working Group has moved swiftly and effectively to meet the yearly meeting's needs. A professional-quality request for proposals was developed by mid-December, and we have received several promising submissions. Exhaustive video interviews have been conducted with all finalists, references and samples of work have been provided and are being reviewed, and a decision on a contractor is imminent. Currently we believe we remain on schedule to have the new Sessions registration system in place and "road tested" by May 1. Subsequent development of other key data systems will follow as soon as possible after that time. Recognizing the uncertainties inherent in any process of this kind, at the present time the working group remains confident that our key requirements can be met within budget constraints.

The work of all involved in this process has been enthusiastic, professional, exemplary and inspiring, and I believe it breaks new ground in terms of modelling

effective collaboration, deep consultation, and work that is both worshipful and highly technical. I am deeply grateful to Ben Guaraldi, Jeff Hipp, Suzanna Schell, Mark Barker, Jessica Hipp, David Coletta, and Kathleen Wooten for their service and generous sharing of their professional expertise and gifts in moving forward this crucial project. We are blessed in these Friends.

Privacy

Responding to the security and legal concerns raised in the database redesign process, Jeff Hipp and the Publications & Communications Committee have moved forward with developing an initial data privacy and security policy for NEYM. This process has been informed by the policies of other Friends organizations, several of which are ahead of us on these issues. An initial version of this policy, which we believe will meet and exceed our most apparent legal obligations, is planned to be in place by the launch of the new website.

Development

As the Treasurer's report notes, our annual contributions numbers YTD are ahead of the last couple of years, which is a promising sign. We have received many enthusiastic and complementary responses on the Fall appeal letter and postal mail report from the Development Committee. As Jeff returns from leave, a key project on his plate to move forward after the launch of the website is to work with Development on 2 print resources to support our outreach, inreach, and fundraising: 1) a two-sided rack card leave-behind describing succinctly what NEYM is and what we do/ what programs and services we offer, and 2) a more detailed Development brochure providing clear and compelling ways to give and further information to help increase contributions. The intention is that the rack card be widely distributed and carried by everyone doing inter-visitation and relationship-building work, from PB to Structural Review to staff to Ministry & Counsel, to help build a shared sense of who we are and what we together support as a community of Friends in New England.

Finally, I have been in consultation in recent months (among others) with Friends skilled in development work, and have been actively engaging our major donors in conversations about our funding challenges, growing edges of our ministries, and emerging vision as a faith community. These conversations, as well as similar conversations in my visits to local meetings, have been enlivening and fruitful. I look forward to my role in helping these relationships develop in the coming months and years as together we envision and live into the Quaker movement that is possible in our time.

Sessions

Preparations continue apace. Staff and other committee members are working well together, and we are developing many new solutions and strategies for meeting the needs of Friends and fostering spiritually vibrant, inclusive community. Plans for outreach & education (to help Friends understand the changes and encourage attendance at Castleton), transportation (including ride-sharing and regional/quarterly bus options), and local (Vermont) arrangements are being developed and implemented. The new, “pay-as-you-are-led” approach to the Sessions fee schedule has been confirmed, and recommended levels and background will be announced in the early spring. Meetings will still be encouraged to give to Equalization as previously – and this remains an essential message to share with local meetings. Meeting our shared needs will take us all considering carefully how we are led and able to make Sessions a clear witness to our calling to inclusion and beloved community.

New England Friends Home

As of 2/15/2014, the final 990 documenting the resolution of New England Friends Home finances will be filed. This means that the only remaining outstanding NEFH issue is the resolution of the claim against NEYM for alleged unpaid contributions and fines for Massachusetts unemployment insurance for former NEFH employees. Our attorneys at McLane are closely following developments on our behalf, and are keeping me informed of progress, though communication is very slow with the MA government agency responsible. The most recent communications place the state’s assertions of our liability at just under \$29,000 – a significant change from the initial estimate of \$500,000+ penalties. I believe our attorneys are doing all they can to secure a timely and equitable resolution to this matter on our behalf, and I tentatively anticipate – God willing—reporting the resolution of all Friends Home business by Sessions.

Insurance merger with Friends Camp

Nat Shed and I continue to work in small steps to merge the insurance policies for the NEYM Operating Division and Friends Camp. There have been delays, but we are hopeful that recent progress in communications on our insurer’s end will result in slightly reduced insurance premiums overall with small adjustments to coverage to ensure sufficient safeguards for the several ministries and needs of NEYM.

Personnel: Paternity Leave & Worker’s Compensation Claim

As Friends are aware, our Communications Directors’ paternity leave necessitated hiring interim office coverage for portions of December, January, and February. Initially, Delia Windwalker graciously agreed to share her gifts and experience in this role. On her first day at the Worcester office, she suffered a

severe fall and broken ankle which incapacitated her from NEYM service. Kathleen Wooten and Sara Hubner have filled the gap with flexibility, grace, joy and creativity. Their work has resulted in new approaches to balancing the administrative and logistical coordination of staff work that we are carrying forward beyond Jeff's paternity leave. I spent much of the holidays ensuring the workers' compensation claim was in order and proceeding smoothly, and the other staff and many members of the NEYM community have been active in supporting related needs. I am not aware that NEYM is facing any prospective additional liability or other exposure at this time. We do not yet know whether our insurance premiums will increase as a result of these events.

Staff Planning

The current staff workplan, which we are treating as a snapshot of a dynamic document that reflects and guides the overall work of the staff to meet discerned needs and liberate the ministry of yearly meeting, is included in the documents in advance, prepared by me, reviewed by Personnel, and forwarded from Coordinating & Advisory. This plan emerged from the performance appraisal and planning process we conducted for the first time in my tenure this fall, in which suggested revisions to all job descriptions were also made. I welcome input and suggestions at any time as we help make the work of our staff more transparent, visible, effective, and responsive to the leadings of the Spirit as we discern them.

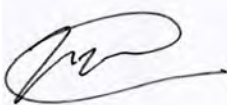
Growing Edges

I look forward to offering at the meeting a brief oral report on the "growing edges" I have been glimpsing and encouraging in my travels and in the work of staff, committees, local meetings, and beyond. There is much exciting news to share.

I hope these updates on specific projects and processes are helpful, and welcome your questions, feedback, and guidance as our work together continues. Thank you for sharing your gifts, Friends. I'm grateful for this opportunity to serve together, and look forward to work and worship on Saturday.

May our time together be gathered in the Life.

In faith and service,



Noah Baker Merrill
Yearly Meeting Secretary

Questions & Answers about the FY2015 Priorities Budget Process

*“Now faith is the turning of dreams into deeds;
it is betting your life on the unseen realities.”*
(Hebrews 11:1, Cotton Patch Gospel, Clarence Jordan)

“For where your treasure is, there your heart will be also.”
(Matthew 6:21, NRSV)

“Friends are advised to consider our possessions as God's gifts, entrusted to us for responsible use. Let us free our time and our abilities to be able to follow the leadings of the Spirit ... Let kindness know no limits.”
(Advices on Stewardship, NEYM Faith & Practice, 1985)

Q: Okay, I'm new to this. What is the purpose of this process, and of the Priorities Budget Process document?

A: Basically, the idea is that using this document we can have one conversation – with each other and with God – about our resources and our spiritual work.

Thanks to the faithfulness of many Friends, the Priorities Budget Process has for several years served a vital role in helping the yearly meeting grow, both into deeper shared discernment on our financial priorities as a community of faith and also as an organization dedicated to growing faithful community. Last year, we made changes to the Priorities document to help the process further widen its scope and increase its effectiveness while maintaining its essential intent and function.

The Priorities Budget Process is under the care of the Yearly Meeting Secretary, Noah Baker Merrill (ymsec@neym.org). It has been developed this year in active collaboration with the NEYM Treasurer, Ben Guaraldi (treasurer@neym.org), and initially drafted based on a consultation between the clerks of the NEYM Development, Personnel, and Finance Committees, as well as the Presiding Clerk of the Yearly Meeting, Jackie Stillwell (clerk@neym.org); the Clerk of the Permanent Board, Holly Baldwin (pbclerk@neym.org); the Clerk of Ministry & Counsel, Margaret Cooley (mc-clerk@neym.org); and the Supervisor to the Yearly Meeting Secretary, Fritz Weiss. We welcome questions, suggestions, prayers, and further conversation about all aspects of the process and content.

This year, we intend the Priorities Budget Process to serve three purposes:

1. **To help the yearly meeting engage in “one conversation”** – including wide-ranging consultation and discernment – about aligning our financial resources with the life and ministry of Friends in New England through the creation of the operating budget for fiscal year 2015.
2. **To present NEYM leadership at all levels with clear, actionable options** for our annual operating budget based on our best estimates of the expenses and income required to respond to our current challenges, recognized needs, and emerging vision.
3. **To continue our longer-term discernment about improving the tools available to us** to help Friends live and serve faithfully now and in the time to come.

The Priorities Process Document is an attempt to summarize and present this ongoing process of discernment as it moves forward in consultation with many seasoning bodies and individuals throughout New England. Between January and March 2014, the Yearly Meeting Secretary and Treasurer are frequently revising it based on seasoning, guidance and prayer.

As we together thresh and prepare the FY2015 budget, we hope to continue our work to increase transparency, consultation, and listening to how God is leading us in our work to build up the Quaker movement. The hope is that this Priorities Process Document will provide a “minute of exercise” of how our Guide is leading us in the time of change, challenge, and opportunity.

Q: In previous years, options for funding have been presented on a scale, with each sequential number including a higher level of incremental funding. Why isn't a scale being presented this year?

A: In looking at the options before us, it seemed to the Yearly Meeting Secretary and the Treasurer that our discernment should include the options as a whole, not a more arbitrary scale. This reflects what might be called a “comprehensive” approach based on what is needed to do the work, rather than a more “incremental” approach based on what we might do if we had a little more or a little less than last year. It is founded on the belief that an important reason meetings and families will volunteer and contribute financially is to support a compelling shared vision, rather than simply because they gave in the past, or because “the yearly meeting needs money.”

This year, we have grouped options based on urgency and level of funding required in sections “i” through “iii”. Further detail on these groupings is available below.

Q: Wow. Compared with what we're used to seeing, these are big numbers. Are you seriously suggesting we increase the annual operating budget by \$390,000 next year?

A: No. Absolutely not.

We recognize that growth in income and expenses that would support even several of these potential expenses would require significant time and planning. However, we are presenting them to put our current levels of expenditures into the context of what we have heard as current challenges, recognized needs, and future hopes, and to help us continue our shared work of envisioning and moving together toward the Quaker movement that is possible in our time. If we want to grow, we have to begin where we are. And we have no time but this present time in which to be faithful.

One possibility is that the larger increases presented here could serve as seeds for exploring the feasibility of a capital campaign for the ministries of New England Friends. The conversation about these needs has already been enlivening as it has emerged in the Legacy Gift discernment, the Priorities and Financial Planning processes, and in conversations about the future of Friends throughout New England. While we face real challenges, this is also a vital time for envisioning what might be possible. *“Without a vision, the people perish.”* (Proverbs 29:18)

Q: Are you seriously proposing we reduce funding to Friends General Conference, Friends United Meeting, and Friends World Committee for Consultation? We are vital members of these three bodies! In a real way, we are FGC, FUM and FWCC. Have you really considered the potential implications of this action, taken even temporarily, on NEYM and on these institutions?

A: That is work for us all to do together. At this time, we’re not proposing we do this, but simply recognizing that it would be irresponsible for us not to look at these expenses in the current financial context. We offer these options only after prayerful discernment, and with a full recognition of the weight of discernment around our deep financial and abiding spiritual relationship with these three organizations as a yearly meeting. We would never recommend this course lightly, or without significant seasoning and further consultation. A key issue would be to hold tenderly the historical formula on which projections of our intended annual giving to these three organizations have long been based.

With this in mind, there is good reason to look at the numbers here. Our financial relationship with FGC – a beloved organization with which we are integrally engaged and partnering – offers one example. It is not singled out to diminish its importance relative to others, but simply because the figures are readily available and hopefully instructive. In 2011 Friends General Conference received just \$88,000 of its annual income of \$3,233,000 from yearly meetings across North America. To put the respective scale of our budgets in context, in 2011 FGC spent \$231,881 on fundraising alone. Monthly meetings – including many in NEYM – directly gave an additional \$66,867. And many New England Quaker families contribute directly to FGC and other Friends

organizations from their household budgets. Each year, NEYM shares our mailing list with FGC to allow FGC to appeal for funds directly to our membership.

Of the total giving to FGC by the 15 associated yearly meetings in North America, in FY2014 NEYM budgeted to contribute \$17,608, or roughly 20% of their total planned income from yearly meetings. This is not the basis for our calculations of giving, but by FGC's published membership statistics, we constitute less than 12% of the membership of the affiliated membership of Friends in North America. By contrast, Philadelphia Yearly Meeting, which has by their report a formal membership roughly three times the size of NEYM and endowment funds of several million dollars, gives just \$15,000 to FGC. New York Yearly Meeting and Baltimore Yearly Meeting, which are both roughly equivalent in size to NEYM, give \$5,000 and \$8,000 annually, respectively.

Each of these yearly meetings has made difficult sacrifices in light of the changing organizational and financial landscape that affects all Friends organizations. We understand that all hope to increase our financial support of them when financially viable. The founding financial model of FGC, FUM, and FWCC, in which yearly meetings were the primary funders of these institutions as part of their governance role is simply no longer the current reality. While financial support of these institutions of which we are an integral part is vital, it may be important for us to *temporarily* consider our financial circumstances and our active involvement in governance and service as more distinct than in prior years. Our hope would be that if we were led to take the painful step of reducing Benevolence contributions as part of moving toward sustainability, we would in the future be able to bring a new vitality to bear in our relationship with these organizations – including in our financial support.

What impact might looking more closely at the Benevolences line make? In closing fiscal year 2013, NEYM reported an operating deficit of \$29,631 – half of the prior year, which is meaningful progress, but still far from where we need to go. The total Benevolences line for the same year was \$47,879. One clear way of looking at this is that we are deeply committed to sustaining our financial support for the wider community of Friends, ecumenical organizations, ministries, and advocacy groups we value regardless of our own financial circumstances. Another perspective could reasonably assert that we are essentially giving away our limited reserves to support other organizations at the expense of our own long-term sustainability and vitality – which may not serve the interests of Friends in New England, or our hope that the Quaker movement will grow and thrive as a living witness in our communities to the transforming power of God.

Q: Help me understand what I'm reading here. Walk me through it - what are the key elements of this document?

FRONT:

A: *“Presented with guidance from...”*: The top of the front page presents a list of the groups or bodies who have been or are planned to be consulted as part of this year’s process. This document is also being shared as other opportunities arise, so we hope to keep adding groups who have added their prayers and insights to the conversation.

“Potential Increases in Expenses”: These are three areas, with “i” being highest priority, that we believe need to be considered. Group “i” would allow us to follow our discerned policies and commitments. Group “ii” would respond to urgent needs that have been raised repeatedly, and which we believe are immediately actionable – and potentially fundable with further consultation. Group “iii” represents significant stretching, and would be implemented over the medium-term based on planning with Development and as part of the staff work planning process and other discernment by the yearly meeting. Obviously we could “mix-and-match” options from any of these groups in the final budget, but we hope our recommendations on the overall prioritization would be strongly considered, since it is based on prayerful discernment and widespread seasoning at many levels.

“Potential Decreases in Expenses”: These are places where we believe we could make cuts in spending if the yearly meeting discerned it was necessary. The Treasurer and Yearly Meeting Secretary do not recommend these cuts, believing especially the options for cuts in staff support to the life of NEYM to be contrary to the ongoing discernment of the yearly meeting, and likely detrimental to our long-term health and vitality as a faith community and a witness in the world. However, we see it as our responsibility to present to Friends options for how expense cuts could be made, and what they might mean, if the yearly meeting did choose to make those reductions. Further specific background to the potential cuts in Benevolences is presented below.

“Version 4...”: The latest version and revision date of this report on the ongoing conversation.

BACK:

This is the more qualitative aspect of the document. Here we hope to reflect a continuity from previous discernment, through last year’s Priorities Process, the Financial Planning Process of 2013 (which developed a set of recommendations and projections to achieve financial sustainability for NEYM through increasing vitality, connection and income over the next few years), the discernment of yearly meeting in Session and Permanent Board, and the seasoning of many committees, consultation processes, committees and other bodies. Our hope is that it will help break down walls and bridge gaps in communication which have historically limited our hope to discern and act as one body united in the guidance and flow of the Spirit.

“Goals for the FY2015 Budget”: This is what we hope any budget that is brought to the yearly meeting in Sessions will accomplish, if approved.

“Emerging Priorities of NEYM”: This is a draft articulation developed after consultation with several groups at the end of 2013 and beginning of 2014. We hope the language helps us continue to season what our priorities are. Under the overall understanding that the work of NEYM is *growing faithful community*, these six initial priorities seemed to those participating in the discernment to capture and lift up key threads we have been hearing in many places in our many Quaker communities. They are offered based on our sense of the Life that was present in that energetic series of conversations.

“Seasoning and Guidance”: This section carries forward much of the content of the report from the Priorities Process for the FY2014 budget, and attempts to articulate (most importantly) the sense of the yearly meeting from Sessions 2013, the seasoning and discernment of the Permanent Board, and the counsel of key constituencies, including local meetings, younger Friends, Friends who have been disillusioned with or distanced from NEYM as an institution following significant past involvement, the 2013 Financial Planning Consultative Group, Friends who work in business and organizational management, and major donors.

“Income Projections”: This section attempts to reflect as accurately as possible past and present data on income. It is important to note that key numbers here remain to be determined based on collaboration with those closest to both the planning and realization of income goals (including Permanent Board, Development Committee, local meetings, and major individual donors).

Of course, we also welcome input on formatting and presentation as part of the consultative process, and have already made several changes for clarity.

“But someone will say, ‘You have faith and I have works.’ Show me your faith apart from your works, and I by my works will show you my faith.” (James 2:18, NRSV)

FY2015 Priorities Process

Presented with guidance from or to be presented for input from:

Priorities Consultative Group (12/10), Young Friends (12/28), Young Adult Friends (1/3-5), Sessions Committee (1/11), Personnel (1/28), Coordinating and Advisory (2/7), Finance (2/8), Development (2/8), Committee Day (2/8), Permanent Board (2/15), Ministry and Counsel (2/15), and Budget Day (3/15)

Potential Increases in Expenses (These are not proposed expenses; they are options.)	Δ from FY2014
<i>i Annual Adjustments</i>	
Salary step increases, health care increases, cost of living increases, and changes in Sessions costs	\$9,037 [a]
<i>ii Additional funding to meet urgent needs</i>	
Change Sessions Coord. to "Events Coord.": logistics/planning for retreats/Committee Day/etc.; realign staff workload	\$7,021
Training in Salesforce database administration for the Communications Director in FY2015	\$3,750
Engage a Quaker fundraising consultant to help us plan and grow our Development program	\$10,000
Add an additional 0.2 FTE to the RE Coordinator to include outreach to adults, new meetings, and (re)new meetings	\$10,000 [b]
To ensure the staff have the tools they need, replace 1 computer per year	\$2,000
Provide child care at all major committee and governance events (at Boston non-professional childcare rate)	\$3,500
Total of i and ii:	\$45,308
<i>iii Additional funding that would help us do our work well</i>	
Add an additional 0.6 FTE to the Events Coordinator to provide needed administrative and regional event support	\$30,000 [b]
Create a full-time Adult Religious Education & Resources Coordinator position	\$70,000 [b]
Create a full-time position to support training, networking, and coordination of local meetings' witness and service work	\$70,000 [b]
Fund technical, design, print, video, and social media contract services to reach the great people to be gathered	\$25,000
Create a full-time Development and HR Director position	\$70,000 [b]
Make the Accounts Manager a full-time Finance Director (+.5 FTE; this is in addition to Accounts Manager salary)	\$60,000 [b]
Increase travel funds to support volunteer travel for fellowship and in the ministry	\$10,000
Increase publications budget for more frequent creation & distribution of original NEYM content (curriculum, resources)	\$10,000
Total of i, ii, and iii:	\$390,308
Potential Decreases in Expenses (Again, these are not proposed, but are options.)	
<i>i Reduce office occupancy costs</i>	
Downsize existing office footprint (from 3 to 2 rooms)	(\$3,000)
Close physical office in Worcester, develop one day/wk centrally-located face-to-face staff meeting	(\$4,000)
<i>ii Decrease benevolences</i>	
Temporarily reduce annual contributions to FGC and FUM to match annual giving to FWCC	(\$19,831)
Temporarily reduce annual contributions to FGC and FUM in line with minute 1982-16 (<i>estimated</i>)	(\$10,886)
Temporarily eliminate all benevolences, except ecumenical dues	(\$13,632)
<i>iii Decrease staff health care benefits (increase employee contribution)</i>	
Change policy to 80% employee contribution (current 100% employee/80% for dependents)	(\$5,000)
<i>iv Cut staff time & program support (either by position or proportionate cut for all staff)</i>	
Reduce salaries & workload by up to 5 increments of \$11,000 (~1 day/wk @ \$20/hr, or 0.2 FTE)	(\$55,000)
Total Potential Decreases:	(\$111,349)

a. This number is unusually low, due to the approximately \$20,000 we expect to save by having Sessions at Castleton College.

b. For employees to whom we provide health care, 65% of the salary and benefits goes to salary and 35% goes to benefits (on average).

FY2015 Priorities Process

What follows on this page has been articulated through the FY15 Priorities Budget process. We present them for our further input and discernment and we also welcome any rising sense of how we are being led. A Question and Answer document is available for further information. This process is being shepherded by the Yearly Meeting secretary—contact him at ymsec@neym.org with any questions.

Goals for the FY2015 Budget

1. Provide sufficient resources to sustain and strengthen the discerned ministries of NEYM.
2. Move toward financial sustainability over multiple years without cutting programs, including restoring reserves to six months of operating expenses.
3. Present a budget that clearly reflects the ministries we support, including Sessions.
4. Begin to envision and plan for growth, using our financial resources to further the goals of the Quaker movement in New England.

Possible priorities of NEYM discerned thus far

1. Encourage whole life Quaker living.
2. Welcome people home to the Quaker movement.
3. Rediscover and reinterpret Quaker tradition and practice for today's needs.
4. Nurture faith communities that are accessible, authentic, available, joyful, capable, loving, being transformed by the Light, and founded upon the Rock.
5. Liberate gifts in ministry.
6. Know, be, and act as one Body.

Seasoning and Guidance

1. Be guided by the priorities of the Yearly Meeting, as discerned by the Priorities process and other consultation, by Permanent Board, and by the Yearly Meeting in Session.
2. Be guided by faith, not fear. Trust that if we are led to the work, our Guide will help us secure the resources we need.
3. Focus on what it would take to do the work well, instead of assuming that past practice is still what is needed.
4. Do not limit any potential sources of funding, including individual giving.
5. Use the reserves as necessary in the short term in service of moving toward sustainability without cutting programs.
6. Budget for annual operating expenses without resort to the principal or interest of the Legacy Gift.
7. Work collaboratively with staff and committees to project revenues and expenditures based on concrete data.
8. Present data in a clear and compelling way that is easy to understand by those who are not particularly numerate. Use charts and graphs.
9. Include notes for all line items, as well as a presentation of comprehensive costs (factoring in staff time for each program, including Sessions).
10. As recommended by Permanent Board, expand the authority of the Yearly Meeting Secretary to allow for amending budgetary line items as needed and without exceeding total budgeted operating expenses.

Income Projections for FY2015	FY2013 Actual	FY2014 Budget	FY2015 Projection	Δ from FY2014 to FY2015
4010 Individual Contributions ^a	126,718	110,000	^a	^a
4020 Monthly Meeting Contributions ^b	309,535	310,000	^b	^b
4030 Organizations Contributions	2,248	0	0	-
4050 Interest and Dividend Income	10,587	33,500	11,000	(22,500)
4070 Books and Other Items ^c	15,589	20,000	15,500	(4,500)
4080 Retreat Program Fees ^c	48,995	53,370	50,000	(3,370)
4085 Sessions Program Fees	155,634	176,970	165,000	(11,970)
Total Operating Income	669,306	703,840		

- a. The projection of Individual Contributions will come from Development Committee.
- b. The projection of Monthly Meeting Contributions will come from Permanent Board.
- c. Note that for item sales and retreats, the costs are lower than budgeted as well. So while income is projected to be lower than budgeted, net income is not.

NEYM Shared Staff Work Priorities Fiscal Year 2014

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Noah Baker Merrill Yearly Meeting Secretary	Complete performance appraisal & work planning process Resolve outstanding Friends Home claim by MA DUA Complete insurance review & merger of insurance policies with Friends Camp In November , Support Fall Development appeal production & FY2013 closing; Develop Sessions 2014 budget & fee schedule; Lead worship at FCNL Annual Meeting Staff JHYM retreat & YF Midwinter in December			Attend YAF Midwinter & NEYM New Meetings Day in January , Prepare Sessions 2015 budget for Sessions Committee January 11 ; Work with Treasurer & Finance to prepare mid-year budget revision for Permanent Board on February 15 Develop Priorities Budget Proposal with C&A, soliciting input from local meetings, committees and staff, present to Finance Committee in March Continue major giving planning, including case statement development & planning, conducting donor visits (consultant) Attend FGC Spiritual Deepening consultation; Organize pastoral meetings gathering in March			Continue FY2015 budget process Prepare for Annual Sessions Continue Development planning & visits Staff JYM retreat in May Visit Friends Camp in late June or July Spiritual retreat at Weston Priory			July: Offer plenaries at FGC, NWYM July/August: Prepare for, implement and follow-up Annual Sessions September: Complete staff performance appraisal process & send to Personnel Committee, create FY2015 staff work priorities		
	<p>Whole Year Priorities: Continue visits to local meetings (monthly & quarterly) at least monthly Support & oversee the following projects: New neym.org, Archives transition, NEFH/MA DUA resolution, database transition, YM structural review, financial processes overhaul (Priorities re-envisioning, functional budgeting, budget narrative, Finance Handbook revision); Personnel Manual revision; Insurance coverage for local meetings</p> <p>Work with key stakeholders to: • encourage the growing edges of the Quaker movement in New England • nurture and liberate gifts in ministry throughout the Yearly Meeting • support pastoral care in local meetings • build supportive relationships with quarterly meeting leadership • develop and deepen programs in spiritual formation & religious education • energize and coordinate outreach and witness to the wider world • encourage an even more responsive, prayerful, flexible and effective staff team</p>											
Jeff Hipp Communications Director	Lead the design & implementation of the new neym.org, managing consultants & coordinating staff Manage database transition process Logistics for Committee Day October 12 Complete publication and distribution of: 2013 Minutes; Fall <i>New England Friend</i> (layout by consultant); Development Committee Annual Report and appeal; 2014 NEYM Directory (consultant) <i>[Paternity leave tentatively planned for late December – mid-February]</i>			Begin development of NEYM Communications Strategy Continue to manage database transition process, supervising consultants Attend training in Salesforce administration Publish & Distribute: Spring issue of <i>The New England Friend</i> in March ; NEYM development materials (consultant) Lead development of initial data privacy policy for NEYM			Continue development of NEYM Communications Strategy Logistics for Committee Day April 12 Begin preparation for Sessions; Publish summer print issue of <i>The New England Friend</i> Prepare for & offer plenary address at QUIP conference in May Work with database consultant & other staff to prepare for Sessions online registration through website by June 1			Finalize Sessions evaluations by mid-July Prepare for & participate in Sessions, including managing the on-site office In September , Publish committee rosters; begin preparation of the 2014 Minutes for early October publication, begin work on Directory (consultant); coordinate logistics for Committee Day October 4 Continue to manage database transition process		

NEYM Shared Staff Work Priorities Fiscal Year 2014

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
	<p>Whole Year Priorities: Continue development & implementation of the new neym.org. Develop a comprehensive Communications Strategy for NEYM with the new neym.org at the center; Manage transition & testing for a new database in time for Sessions 2014 registration launch, with overall database implementation to follow</p>											
<p>Gretchen Baker-Smith Junior Yearly Meeting & Junior High Yearly Meeting Retreat Coordinator</p>	<p>Train & transition into full-time staff role & responsibility for JYM programs in addition to JHYM retreat coordination</p> <p>Send outreach mailing to potential youth retreat participants</p> <p>Attend sexual abuse prevention training in November</p>			<p>Train for CPR re-certification by January</p> <p>Contribute to collecting content for Youth Retreat Handbook revision by content deadline in February</p> <p>Organize & update retreat program data Spiritual retreat or program at Woolman Hill in February</p> <p>Explore health & sanitation training</p> <p>Support the transition of JYM/JHYM content to the new neym.org (support by consultant)</p>			<p>Set retreat dates for fiscal year 2014; Recruit retreat staff; begin planning and organizing for JHYM program at Sessions</p> <p>Provide input on survey re: support of youth & family participation at Sessions</p> <p>Offer pilot 8th grade retreat in Spring</p> <p>Organize pilot weekend training for JYM/JHYM staff</p>			<p>Contribute to editing online publication of the new Youth Retreat Handbook revision in time for Sessions (by late July)</p> <p>Prepare and implement program for, and follow up on 2014 Sessions; Prepare for FY2015 retreat year</p>		
	<p>Whole Year Priorities: Organize and carry out 10+ youth retreats for the JYM and JHYM communities</p> <p>Provide pastoral care to staff, youth, and parents involved in JYM & JHYM communities; Work with youth staff on Youth Retreat Handbook revision; Work with others to plan & carry out a pilot training for local youth workers; Work with the YF/YAF Coordinator, YM Secretary, and working group to develop proposal for Sessions on strengthening & re-envisioning the Youth Programs Committee; Train & transition to use the new NEYM database for JYM/JHYM data tracking; Work with YM Secretary to 1) assess the viability of current staffing model of one Coordinator for 10 retreats/year, and 2) continue to explore options and support needs to increase participation in JYM & JHYM while sustaining vitality & quality of youth programs</p>											

NEYM Shared Staff Work Priorities Fiscal Year 2014

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Nia Thomas Young Friends & Young Adult Friends Coordinator	Plan, Coordinate & Evaluate Young Friends (YF) retreats Organize training & orientation of YF Resource People (RPs) & YF Ministry & Counsel Support Young Adult Friends (YAFs) Fall retreat			Plan, Coordinate, & Evaluate YF retreats Support YAF Midwinter retreat Coordinate content collection for Youth Retreat Handbook revision by content deadline in February Explore training in pastoral care skills & approaches			Plan, Coordinate & Evaluate YF retreats Support YAF Spring retreat Continue to coordinate editing & consultation on Youth Retreat Handbook revision Visit Friends Camp in June or July			Coordinate final edit of the new Youth Retreat Handbook in time for online publication by late July (consultant for copy editing & layout) Prepare, Coordinate & Evaluate Young Friends program at 2013 Sessions Plan training and retreat calendar for fiscal year 2015		
	<p>Whole Year Priorities: Lead revision of NEYM Youth Retreat Handbook; Provide pastoral care to participants & parents of YF and YAF communities; Explore opportunities for training & skill development for YF Resource People and YAF leadership; Continue work to increase awareness of and participation in YAF retreats, and in the YF & YAF programs at Annual Sessions; Support YF groups at the local & regional level, incorporating learning from the Boston-Area Quaker Youth Group pilot project (BAQYG); Work with YM Secretary & stakeholders to review options & support needs of YF & YAF programs, including # of participants, facilities, financial model, & pastoral care workload</p>											
Beth Collea Religious Education & Outreach Coordinator	Coordinate QYE training at Committee Day on October 12 Attend sexual abuse prevention training in November In December , meet with Robin Mohr from FWCC to coordinate Faith & Play translation			Organize & host New Meetings Day January 25 Coordinate QYE training at Committee Day on February 8 In March : Attend New Meetings Project Mentoring Team training & FGC Spiritual Deepening consultation; Coordinate "Playing in the Light" event			Serve as reader for Youth Handbook in April-May Prepare for & offer plenary address at QUIP conference in May Support planning for Family Neighborhood & Children's Bookstore at Sessions			Organize the Family Neighborhood at NEYM Sessions Support local meetings in beginning their FDS year		
	<p>Whole Year Priorities: Visit local meetings (monthly & quarterly) two weekends/month</p> <p>Encourage the growing edges of the Quaker movement by supporting religious education and the life of local meetings; Coordinate discernment, collection & preparation of online resources for the QYE and M&C sections of the new neym.org; Convene a cross-constituency working group to catalyze and coordinate outreach work across NEYM; Coordinating NEYM's partnership with FGC's New Meetings Project</p> <p>In a support role: Contribute to the Faith & Play Spanish translation project; Continue to support the development of <i>One Child At A Time</i> pilot project with Friends Camp; Network with yearly meetings & Friends organizations to strengthen a community of practice in Quaker Religious Education</p>											
Sara Hubner Information Management Assistant	<p>Whole Year Priorities: Assist with the data management and administrative support needs of NEYM as assigned; Support the Communications Director with the transition to the new neym.org and the transition to the new database; Work with the Communications Director and Interim Office Manager to facilitate NEYM's information management needs during Communications Director's paternity leave; Continue training & orientation to NEYM systems and processes</p>											

NEYM Shared Staff Work Priorities *Fiscal Year 2014*

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Frederick Martin Accounts Manager	Work with Treasurer to close FY2013 Attend a Pendle Hill short course as a spiritual retreat in November Migrate Finance files in Dropbox to NEYM shared files in Google Drive Issue 1099s, reports on end-of-calendar-year giving in Dec-Jan			Provide information & analysis to inform the FY2015 budget process & long-term financial planning Liaise & collaborate with Sessions Coordinator to address current year bookstore concerns by February 28 Explore opportunities for education & training in functional accounting			Continue to improve processes and forms for staff recordkeeping, retreat reporting, expense reimbursement			Prepare for, Oversee & Manage Sessions financial processing & accounting, including registration & bookstore Prepare for FY2014 closing		
	Whole Year Priorities: General bookkeeping, including all deposits, invoices, bill payments, bank reconciliation; Manage payroll, including retirement and benefits; Support the Treasurer, YM Secretary, and Finance Committee in financial processes overhaul (Priorities Budget Process re-envisioning, functional budgeting, budget narrative, Finance Handbook revision); Continue documentation of NEYM bookkeeping & financial processes, including annotations of account line items, fiscal-year-end closing tasks, and other procedures; Support the transition to the new NEYM database, especially integration of QuickBooks and development data; Explore the possibility of offering future training/workshops to Friends on financial management skills & the spirituality of money											
Kathleen Wooten Sessions Coordinator	Prepare for & Attend Sessions Committee meetings September 21 & November 2 Support YM Secretary in confirming contract during site visit on December 5 Confirm building usage needs by December 13 Prepare speaker/guest support packet for approval by YM Sec and Sessions Clerk, to be presented at Sessions Committee meeting January 11 Support YM Sec, Treasurer, and Sessions Clerk in preparing the FY2015 Sessions Budget for consideration by Sessions Committee on January 11 Support Sessions subcommittees as assigned			Prepare for & Attend Sessions Committee meeting January 11 Coordinate process to address current year bookstore concerns/needs by February 28 Confirm bio info, registration process, etc. for speakers by end of March			Prepare for & attend Sessions Committee meeting April 4 Support, advise & help coordinate the following processes: 1) Advance promotion planning & implementation, including deadlines for info submission; 2) Bussing, carpooling, and other transportation options for getting to/from Sessions; 3) Preparations for Sessions Registration, including having new database ready by May 1 , with registration launch June 1 Support YM Secretary in confirming volunteer coordinator roles at Sessions, including updating role descriptions Inform production of Sessions issue of NE Friend by May 1			Finalize NEYM space usage, meal #s, and special needs by July 19 Coordinate logistics for Sessions 2014, July 30 - August 8 Support follow-up & evaluation of Sessions 2014 in August & September		
	Whole Year Priorities: Support YM Secretary, Sessions Clerk, Sessions Committee, NEYM Staff in preparations for Annual Sessions 2014 in Castleton, VT; Attend Sessions Committee and sub-committee meetings as needed; Meet regularly with YM Secretary & Sessions Clerk for coordination; Maintain liaison relationship with conference services & facilities staff at Castleton State College; Support YM Sec in addressing long-term bookstore vendor/supplier concerns											

Presiding Clerk report to Permanent Board – February 2014

Sessions

For this year's Sessions, the Sessions Committee is creating a new structure for afternoon scheduling, allowing us to spend time together in small groups for collaboration, education and fellowship. Each afternoon on Monday, Tuesday and Wednesday, there will be time slots set aside for committee meetings, workshops and interest groups. Yearly Meeting committees will NOT have the responsibility for identifying and sponsoring workshops, though they may offer a workshop or other activity if they choose to do so. Sessions Committee is still finalizing the sign-up process through which Friends will reserve an afternoon space, and expects to have a clearer description of this process in March, so that people will have time to prepare for and promote planned activities. We will continue to have anchor groups, and Friends may choose to be in an anchor group that will meet throughout the week in one of these afternoon slots.

The Sessions committee has discerned the following theme for August 2014 at Castleton College in Vermont: **"You are my witnesses"** from Isaiah 44:8, followed by the question: How then shall we live as Friends? Our speakers and presenters will be: Tom Gates/Bible Half Hours, Niyonu Spann/First Day plenary and Jon Watts/evening intergenerational music.

Coordinating and Advisory committee (Permanent Board clerk/Holly Baldwin, M&C clerk/Margaret Cooley, Ben Guarldi/treasurer, Noah Baker Merrill/YM secretary, Fritz Weiss/supervisor of YM sec., Jacqueline Stillwell/presiding clerk)

The **performance evaluation of the YM secretary** was completed in January. The supervisor has gathered information from various sources including C & A members, and shared the feedback with Noah. C & A met and reviewed the overwhelmingly positive results. Coordinating and Advisory is preparing a minute summarizing the evaluation and their recommendation to forward to Personnel committee to be brought to Permanent Board in May. To summarize briefly – Noah is doing a great job!

Holly Baldwin and I facilitated a **clerking workshop** at Beacon Hill Friends House on 25 January. There were 20 Friends in attendance from as far north as Narramissic, ME, as far west as Storrs, CT as well as many Friends from the Boston area. We had a wide range of new and seasoned clerks from monthly meetings, YM committees, and Beacon Hill Friends House residents. We plan to offer another clerking workshop in May or June. Please let us know if you or someone you know is interested in attending. The workshop is open to all f/Friends.

Coordinating and Advisory committee is charged with coordinating the work of YM committees and nurturing the clerks of YM committees, monthly and quarterly meetings. Please be in touch with any one of us to let us know where support is needed and how we might best provide support.

I will bring a report on Youth Program Committee to May PB meeting.

Respectfully,
Jacqueline Stillwell, presiding clerk

Ad Hoc Structural Review Committee Report to Permanent Board February 15, 2014

Tell all the Truth but tell it slant—
Success in Circuit lies
Too bright for our infirm Delight
The Truth's superb surprise

As Lightning to the Children eased
With explanation kind
The Truth must dazzle gradually
Or every man be blind—

Emily Dickinson (1868)

What is the Truth of the current reality of NEYM – in its multifaceted dimensions? What dazzles of the Light of Spirit are being gradually revealed in and through Friends today? When previous groups of dedicated, knowledgeable Friends have been tasked to consider long-range planning, governance and structure of the yearly meeting, have their visions and reports been rejected or otherwise not been implemented, in part, because of *how* they were presented? Might they have spoken in ways that somehow disturbed an unprepared body? What kind explanations might help ease troubled minds and hearts? We do not seek answers to these questions now, but we are mindful that the way we interact with Friends around the Yearly Meeting and the way we present what we find will be as important as what we have to say.

As an ad hoc committee with human foibles and limited time, we are humbled by the gulf between what is practical and what we would ideally want to do to truly understand the structural needs for Friends in New England today. In its wisdom (or folly) members of Permanent Board appointed a committee which draws together Friends who have served on many NEYM committees and those who have not, Friends with connections to the younger and the older elements of NEYM, Friends who grew up in the yearly meeting and Friends who only recently arrived here. With both fresh and jaded eyes, combining institutional memory and out-of-the-box questions, and favoring different styles and approaches to meetings, we are learning to work together.

Much as we would like, we cannot engage in deep, two-way communication, true communion, a living relationship with *all* the many groups within the wider yearly meeting community – committees, programs, staff, Monthly & Quarterly Meetings, individual Friends...

Ways we have begun to reach out to test the waters and draw in information

- We are preparing a survey to get input from **individual Friends**, which we intend to submit to the next issue of The New England Friend. It will also be distributed through Monthly Meetings and among the networks of YFs and YAFs through the YF/YAF coordinators. We hope to have copies available at the February 15 meetings of Permanent Board and Ministry & Counsel.
- We have begun to hold listening sessions with **Monthly and Quarterly Meetings**, listening for new and ongoing life, listening for what Meetings might want from the wider yearly meeting and what they have to offer. Where are Friends stuck? What life is present? What old ways still hold strong and true today? What new ways of being together are being tried out when old ways no longer work? We are reviewing documents from **Friends Meeting of Cambridge** on their work in reorganization and revitalization of the meeting. We would welcome reports from other meetings who are experimenting with new ways of doing things – or finding new life growing from old roots.

- We held a listening sessions with **Young Adult Friends** at their New Year retreat. Leadoff questions were: “What are we for, what is the YM about? Where are we in/out of alignment?” Friends shared many interesting ideas and observations.
- Several who were not involved in the organizational work of NEYM in the past (committees, sessions, etc) have begun to read the **reports from YM staff and committees** in the Minute books from the last 10 years, finding many interesting details. Many of us intend to visit the April 12 Committee Day in Dover, NH to build relationships and to gain understanding of their work and their role in the YM’s work.
- We are also reviewing the work of **review and long-range planning committees** from the past, hoping we can learn what went wrong. Where did things get stuck? Why was there not more follow-through?

What is Yearly Meeting for? Why is a NEYM structure necessary?

Making recommendations about structure is difficult when there is no concisely articulated mission or statement of purpose for the Yearly Meeting. We agreed that it could be useful to bring copies of the Minute of Purpose adopted by Permanent Board in 2009 with us when we visit Meetings and committees. Or, we may find it is more appropriate to simply ask: What is the Yearly Meeting for?

Yearly Meeting provides a voice and center for Quakers in New England, upholding monthly and quarterly meetings through support, resources and connections so that Friends can do God’s work.

New England Friends come together in worship and fellowship from a rich diversity of theological perspectives and both unprogrammed and pastoral traditions. We are called to listen deeply to the inward guide and to each other as we seek to be a gathered faith community.

Witnessing to the power of God in our lives, we envision a vibrant and growing Quaker presence in the world, Spirit-led to faithful action.

We understand this Minute of Purpose did not resonate with all Friends in NEYM. It may be important to point out to the MM's we visit that they/we are all part of New England Yearly Meeting. We expect, it may sometimes be helpful to ask, “Why do you, or why do you not, feel like part of the YM?”

Report prepared by Janet Hough, clerk

*Friends appointed by Permanent Board to serve on the ad hoc Structural Review Committeew:
Alana Parks, Anna Barnett, Bruce Neumann (recording clerk), Charlie Morse, Christopher Haines,
Christopher McCandless, Cliff Harrison, David Cadbury, Debbie Humphries, Jackie Stillwell,
Janet Hough (clerk), Jay Smith, Honor Woodrow, Lisa Graustein, Reeve Gutsell, Susan Vargo*

Legacy Discernment Committee Report to Permanent Board 15 February 2014

Background

New England Yearly Meeting (NEYM) sold New England Friends Home (NEFH) in February 2012. Permanent Board (PB) established an ad hoc committee “charged with exploring a process of discernment” for the approximately \$1.1 million realized from that sale. PB laid that ad hoc committee down, following completion of its work, and established the ad hoc Legacy Discernment Committee [Minute 12-89] “with the longer-range charge of encouraging wide discussion, receiving ideas and proposals regarding the use of the money, and assisting Permanent Board in its discernment, with the ultimate goal of bringing recommendations to Sessions.”

In the two-year course of its work, the Legacy Discernment Committee (together with its predecessor committee) hosted informational and worship-based activities at Sessions in 2012 and 2013 and established a resource page on the NEYM web site. Information posted on the web site includes the queries used for anchor groups at Sessions 2012, as well as responses to those queries, and minutes from the “listening session” held that year. It also houses a variety of resources to help constituent monthly and quarterly meetings, NEYM committees and NEYM bodies (staff, Young Friends, Young Adult Friends, etc.) engage in fruitful corporate discernment about money and financial integrity. In November 2012 the Legacy Discernment Committee (LDC) wrote to each of these stakeholders to seek additional, written input. Further, as responses came in the LDC, in most cases, called each of the clerks of monthly meetings and worship groups within NEYM that had not yet responded to inquire after their discernment process and encourage a written response. Our hope was for a through and open process.

The LDC engaged in many hours of conversations with a wide variety of individuals including clerks of NEYM committees, monthly and quarterly meetings. Ultimately, the LDC received written responses arising from corporate discernment from 29 monthly meetings, 12 yearly meeting committees, one quarterly meeting, NEYM staff, Young Friends and Young Adult Friends. The written responses as well as minutes from the LDC committee meetings and LDC reports to PB have been available throughout the process on the NEYM website.

What We Have Learned

The closure and sale of New England Friends Home has invited Friends across New England to ask profound questions about our ministries, visions and values; about

fiscal responsibility, stewardship and accountability; about who we are as managers, employers and volunteers in a religious society.

In this process, we have become more knowledgeable about – and deeply concerned by – the financial health of New England Yearly Meeting.

We mourn the loss of NEYM ministries laid down or much changed, namely our relationship to Lincoln School, Moses Brown School and New England Friends Home.

We have also learned that Friends in New England envision – and actively engage in – ministries to support our youth, our elders, and the less fortunate among us. We dream of – and work to realize – capital improvements for our meeting houses, for Quaker schools and other Friends institutions in our region, and particularly for the sole remaining institution directly overseen by NEYM, Friends Camp. We have a deep and growing concern for the environment, and our impact on it. We long to grow our Society, to share our message and our ministries among more, and more diverse, friends.

Two years of corporate discernment about how to use the Legacy Gift has undammed a torrent of dreams, ideas and near-reality projects that \$1.1 million cannot possibly hope to fund in their entirety. Our hope is that this potent seed, this legacy, a “gift from the past to ensure the future” – coupled with our evolving learning about fiscal responsibility, stewardship, and accountability; and who we intend to be as managers, employers and volunteers in service to our yearly meeting – will lead us to the longed-for stability, sustainability and, indeed, vibrant growth of our Religious Society.

Proposals

The Legacy Discernment Committee proposes the immediate release of \$100,000 from the proceeds of the sale of New England Friends Home to Friends Camp for the retirement of its mortgages and for infrastructure improvements.

Friends Camp, established in 1953, is currently the only institution wholly under the care and oversight of NEYM. Friends Camp, with its deep roots in NEYM, is both an extension of our beloved youth programs and directly advances the ministries of NEYM through that work and its outreach to a diversity of friends.

Friends Camp Committee, together with the director of the Camp, are exemplary in their efforts to bring systems of good governance and fiscal accountability to steward this particular legacy ministry in ways appropriate to the current vision and mission of NEYM.

The Legacy Discernment Committee proposes the establishment of two funds with the proceeds of the sale of New England Friends Home: The Legacy Restricted Fund (LRF) and the Legacy Unrestricted Fund (LUF).

The LDC proposes that the Legacy Restricted Fund receive \$750,000 of the proceeds from the sale of NEFH. The assets of the fund would be invested along with other assets of NEYM under management of the Board of Managers of Investments and Permanent Funds of New England Yearly Meeting of Friends. The funds would not be restricted in perpetuity, but “temporarily designated” for the specific purposes of the LRF and subject to review. An amount from this fund, managed to keep its endowed principle intact, could be released once annually as a single grant or multiple grants for activities that benefit NEYM.

The LDC proposes that the Legacy Unrestricted Fund receive the remainder of the proceeds of the sale of NEFH. The assets of the fund would be invested along with other assets of NEYM under management of the Board of Managers of Investments and Permanent Funds of New England Yearly Meeting of Friends during the life of the fund. Assets of this fund, available in their entirety, would be used for both grants and loans, and would be available on an on-going basis, in whole or in part, to qualified recipients during the life of the fund.

The LRF and the LUF could receive additional funds as NEYM or donors choose.

The Legacy Discernment Committee proposes that NEYM establish the Legacy Gift Committee. (LGC).

The LDC proposes that the Legacy Gift Committee be made up of six members of constituent monthly meetings of NEYM, nominated by PB and divided into three classes of two individuals serving six-year renewable terms. The NEYM presiding clerk, as well as the secretary and treasurer of NEYM would be *ex officio* members of the LGC.

The LGC would be responsible for the further development of guidelines related to the LRF and LUF. Once established, the LGC would oversee details of the governance, policy, investment and distribution of assets related to the LRF and LUF. The LGC would, no less than every ten years, review its policies to discern whether they continue to serve the life of NEYM.

Grants and loans from the LRF and LUF will be for activities that directly benefit the ministries of NEYM and would be made to committees of NEYM, its constituent monthly or quarterly meetings; to bodies of NEYM (i.e., NEYM staff, Young Friends, Young Adult Friends); as well as to individual members of NEYM monthly meetings under the direct care and oversight of one of the aforementioned committees, meetings or bodies of NEYM (i.e. for the release of a Friend to do work that directly benefits the ministries of NEYM).

Grants and loans from the LRF and LUF will be made only after careful discernment that ministries funded will directly benefit NEYM, and that fund recipients have carefully and specifically outlined practices of stewardship and accountability consistent with the testimony of Friends.

Additionally, the LGC will organize a minimum of one workshop per year, funded as necessary by assets of the LRF, to educate NEYM on topics related to fiscal responsibility, stewardship, and accountability. Topics could be specific to, for example, accounting methods, creating a budget, reading financial statements, financing capital improvements, fundraising, etc. or of a more general, philosophical nature, for example, exploring what Quaker testimonies and values call us to as managers, employees and volunteers in service to NEYM, its constituent monthly and quarterly meetings, committees and, indeed, the wider world.

Members of the Legacy Discernment Committee,

Eleanor Cappa, Sarah Gant, Nancy Haines, Nellie Herman, Allan Kohrman, Jonah McKenna Moss, Suzanna Schell (Clerk)

**Recommendation from Student Aid Revisioning Committee
Concerning the Future of a Program of Financial Support for Educational Purposes within
NEYM**

**Committee Members: Aimee Belanger, Justice Erikson,
Galen McNemar Hamann, Rebecca Leuchak, Hannah Zwirner**

February 2, 2014

Background

At the January 2013 meeting of NEYM Permanent Board, the Student Loan Committee, Allan Kohrman reporting for Committee members: Chris McCandless, Travis Belcher, Allan Kohrman, and Ken Hoffman, shared their findings on the history of this decades-long program, on its current status, and then put forth to Permanent Board a recommendation from the Committee that the program be laid down. The greatest concern was that there had not been consistent communication over the years with those holding outstanding loans, loan repayment was sporadic, and that the work load that would correct these issues was too great for our current NEYM staff and the Student Loan Committee to shoulder. In discussion of their report, Friends concurred with their conclusion that the current structure of the program was untenable.

But concern was also expressed by individual members of Permanent Board about the difficulties that Friends, especially younger Friends, have in pursuing education, internships and other career building endeavors in the current economic climate. Many Friends present spoke to the great need for financial assistance that is present in our NEYM family. Friends recommended the formation of a group to look into the possibility of a re-visioning of some program of support for Friends for educational purposes. Aimee Belanger, Rebecca Leuchak, and Hannah Zwirner were originally named to that Student Aid Revisioning Committee, Galen McNemar Hamann and Justice Erickson joined later, and the group was given the charge:

Minute 13-07 “need to consider ways to fund and administer a new program, but begin by reaching for an understanding of whether there is an emerging ministry of the YM to address these needs, and for ideas of how these ideas might be met.”

This Student Aid Revisioning Committee met in March and May of 2013 and in January of 2014. Committee members acknowledged that the financial landscape today is not as it was in the 1950's, that an undergraduate college degree is not enough anymore, that students and recent alumni are in a new situation burdened by considerable tuition debt. Committee members asked:

- Have we as NEYM been dropping support of our youth right at a crucial time in their lives?
- Is this program a natural extension of the good work we do with the NEYM youth in our religious education and retreat programs?
- Where does our effort of support need to be?
- Where would our efforts be most effective?
- Who do we expect needs money?
- Is what we see as a part of the problem the issue of isolation?
Individuals hold debt and feel alone. Can we create a community of support, build a community which is more responsible and more invested in each other?

To address these questions, the Committee gathered further details on the history of the loan program from those who had administered it, talked with administrators of similar funds at Philadelphia Yearly Meeting and at Earlham School of Religion, and considered the input from discussions on this topic held at a Fall 2013 Young Adult Friends retreat and a Young Friends Retreat. In both of these youth gatherings, young Friends expressed clearly their desire that a program of support be continued. It was noted also that recently a substantial monetary donation was made to increase the NEYM Student Loan Program fund, further evidence that there seems to be a desire to continue some form of support for Friends, at whatever stage of life, in the pursuit of further training through education, internship or other program. Based on these inputs, the Committee gained clarity on a way forward.

Following the guidance of Permanent Board's November minute 13-117 (see full text below) concerning the Student Loan Program, the Student Aid Revisioning Committee makes the following recommendation.

Recommendation

1. We recommend that NEYM use the funds from the original Student Loan Fund, approximately \$63,859 currently held in Pooled Funds, to create an endowment. The spin off from these funds would be used to offer educational grants in the amount of \$1,000 to NEYM participants. These funds would be granted on an annual basis by a new NEYM Committee: NEYM Educational Grant Committee. Below are some suggested guidelines for the grant:

Purpose: educational expenses at any level: tuition of course work, or for books/supplies

Age restriction: none

Eligibility based on a direct relationship to NEW England Yearly Meeting may include any and all who are a member of a monthly meeting, a participant in NEYM programs, or a graduate of a New England Friends School

Application: Basic biographical information, information about the intended use of the grant, and a question about their relationship to Friends and how this would deepen their faith and relationship, a letter of support from your monthly meeting, or from an NEYM staff member, or Quaker staff member at a Friends school.

2. We recommend that past recipients of the loans, currently totaling approximately \$76,846 among 23 borrowers, be contacted one final time and alerted of this new endowment. Invite them to donate as much of their remaining balance as possible and then their loan will be forgiven. They will however remain on a list for appeals for donations to this endowment.
3. We recommend that Permanent Board request that money from the Legacy Gift be used to build the endowment to ensure that 10 scholarships per year could be offered.
4. We recommend that the relationship and communication between grant recipients and NEYM be kept strong through some form of mentorship, and that this community support be strengthened with hopes that recipients will, in the long term, be encouraged and will want to donate back into the program either in financial terms or by service.
5. We recommend that the NEYM Educational Grant Committee work with the Development Committee to grow the endowment in the coming years.

Permanent Board Minute 13-117:

In the absence of a functioning student loan committee, we will appoint a conservator and a group of friends to carry this work until its logical conclusion (which may be affected by the recommendations of the Student Aid Re-visioning Committee).

We request that these administrators resume and maintain communication with borrowers, in conjunction with the accounts manager, the YM treasurer, and the previously established handbook.

We further request that the committee keep in mind the relationship with the borrowers, and helping them understand the spiritual implication of their loans. Communication with borrowers should include the message that we do not want repayment of the loan to result in undue financial hardship. If that appears to be the case, we will make other arrangements with this borrower, as appropriate.

We approved Allan Kohrman as Conservator, and Travis Belcher and Maria Lamberto as members of this ad-hoc committee, and approved the preceding minute as their charge.

Internal Nominating Committee Report to Permanent Board Feb. 2014

Clerk: Holly Baldwin 2012 – 2015

Recording Clerk : Bruce Neumann 2012-2015

2014	2015	2016	2017	2018
#Mary Knowlton 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 #Sandy Isaacs Bruce Neumann Elias Sanchez- Eppler Fritz Weiss Nancy Isaacs	Holly Baldwin Suzanna Schell Sara Smith Karen Sanchez- Eppler Travis Belcher Hannah Zwirner	Susan Davies Donn Weinholtz Jean McCandless Rebecca Steele Jeremiah Dickinson Rocky Malin Leanna Kantt Justice Erikson

#in second term (can't be reappointed)

*filling out term – can be reappointed 2 entire terms

Sub Committee	2014	2015	2016	2017
Clerks Nominating	+Debbie Humphries +Benigno Sanchez- Eppler	Christopher McCandless Rosemary Zimmerman	Allan Kohrman Ben Guaraldi	Fran Brokaw +Benigno Sanchez- Eppler
Personnel	Dwight Lopes Karen Sanchez - Eppler Fritz Weiss	+Judith Shea Edward Baker Carolyn Stone	Rebecca Leuchak Jan Hoffman Bob Murray	Karen Sanchez - Eppler Fritz Weiss
Internal Nominating	Susan Davies	Donn Weinholtz Sarah Sue Pennell	Patsy Shotwell Sara Smith	Susan Davies
YM Nominating at Large	Sara Sue Pennell +Peter Colby Christopher McCandless	Nancy Isaacs Connie Kincaid- Brown	Rhoda Mowry Virginia Bainbridge Eileen Cummings	Sara Sue Pennell
NEYM Secretary Supervisor			Fritz Weiss	

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

Report to Permanent Board from Clerk's Nominating Committee

Rising Clerk Recommendation

A Rising Clerk will be called and approved at Sessions before the last year of service of each Presiding Clerk. This modification in the appointment process provides for the future Clerk the fullest sense of a year's cycle, a seasoned sense of leadings and concerns that the yearly meeting may be discerning, as it also provide for the Body advanced awareness of the future leadership.

This is explicitly neither a co-clerkship nor an assistant clerkship. The learning opportunity does not extend to actually serving as Clerk during the year of shadowing. During the year of shadowing the Rising Clerk is expected to observe the current Clerk at work, and to deepen his or her capacity to listen for the condition of the Body, and to listen for sense of the meeting. There will be conversations between the outgoing and the raising clerks, but most of the learning will be done in the observations.

NEYM Treasurer's Report to Permanent Board for 2/15/2014

Prepared by Ben Guaraldi

I'm happy to report that FY2014 is humming along. We've raised 91% of our YTD budget in individual giving and 86% in Monthly Meeting giving. These numbers are slightly ahead of where we have been at this point of the last two years. In terms of expenses, everything is normal. (You may notice that expenses related to worker's comp, liability insurance, rent, retreat expenses, and the New England Friend are high, but that's because for all of those categories the year is not uniform.)

Our Balance Sheet as of January 31, 2014, looks fine. We have \$2,229,890 in assets, of which \$1,893,644 is in the board-designated and permanently restricted funds of which we are stewards. We have \$219,830 in bank accounts. We have \$1,931,455 in the Pooled Funds, including the NEFH Legacy Gift, though that doesn't include the first quarter payment, which was deposited after January 31.

Our working capital is \$193,382 and our quasi-endowment is \$109,835. Our reserves can be considered to be our working capital plus our quasi-endowment fund, so together they stand at \$303,217.

Included are revisions to the FY2014 expenses that were approved by Finance Committee at Committee Day. The income numbers are actually a report—my best sense is that both the item sales and Sessions fees will fall short of the amount we budgeted. The expenses now require approval by Permanent Board. Note that the total amount expended actually goes down slightly because of our estimate that we will have significant savings from going to Castleton instead of Bryant.

I include a report on travel reimbursement from the 55 people who have requested it in the last four fiscal years. Each line in the spreadsheet represents one person. (Note that some travel is not accounted for, as I was unable to tie it to a particular person, so the totals in FY2010 and FY2011 are lower than what we actually spent.) Clearly, our current Secretary is traveling a great deal more than our previous Secretary, which is necessary as the Yearly Meeting gets to know the Secretary and vice versa. Another takeaway is how few people are using the travel reimbursements compared to how many people are traveling to do the work of the Yearly Meeting.

Last year, Ruah Swennerfelt requested that the Yearly Meeting stop accepting contributions for the Peace Tax Fund and then lay it down when we have discharged our five-year obligation to the last donor in May 2015. Only one Friend has used the Peace Tax Fund in the past five years; there are several other organizations that provide this service; and the labor this service requires doesn't seem to be in line with the desire for it. I agree with this suggestion, as does the Yearly Meeting Secretary. Finance Committee approved ceasing acceptance of new donations to the Peace Tax Fund as we discern the way forward. I hope that Permanent Board can unite with this recommendation.

I would like to close by asking Permanent Board to assist in the search for an Assistant Treasurer. The work of being your treasurer sometimes has often been overwhelming. I have been able to manage it thus far, but I worry that I will not be able to continue without help. Having an Assistant Treasurer:

- who is able to commit 10 hours per week to being Assistant Treasurer,
- who might be able to take over as Treasurer, and
- with whom I can work well

will go a long way to making this position sustainable for me. Please suggest candidates to Jeremiah Dickinson, who is convening the Education and Support Subcommittee of Finance Committee.

Please feel free to ask me any questions by email to treasurer@neym.org.

NEYM Operating Profit and Loss FY2014

October 1, 2013 to January 31, 2014

(numbers subject to change)

	YTD Actual	Total Budget	over Budget	% of Budget
Income				
4010 Individual Contributions	33,455	110,000	(76,545)	30%
4020 Monthly Meeting Contributions	88,896	310,000	(221,104)	29%
4030 Organizations Contributions	2,228	-	2,228	∞
4050 Interest and Dividend Income	160	33,500	(33,340)	0%
4070 Books and other Items	-	20,000	(20,000)	0%
4077 Consulting Fee Contribution	200	-	200	∞
4080 Retreat Program Fees	24,262	53,370	(29,108)	45%
4085 Sessions Program Fees	-	176,970	(176,970)	0%
Total Income	149,200	703,840	(554,640)	21%
Expenses				
4000 Reconciliation Discrepancies	-	-	-	-
5000 Staff				
5010 Salaries & Wages	85,209	253,562	(168,353)	34%
5020 Payroll Taxes	6,227	19,397	(13,170)	32%
5033 Health Benefits	18,666	53,385	(34,719)	35%
5035 Retirements	7,990	23,984	(15,994)	33%
5040 Disability	428	900	(472)	48%
5045 Workers' Compensation	700	750	(50)	93%
5060 Staff Development	153	2,000	(1,847)	8%
5050 Spiritual Retreats	-	1,200	(1,200)	0%
Total 5000 Staff	119,373	355,178	(235,805)	34%
5100 General & Administration				
5120 Bank Expense	711	4,500	(3,789)	16%
5130 Contracted Services	900	5,200	(4,300)	17%
5140 Legal Services	158	10,000	(9,842)	2%
5150 Liability Insurance	2,238	4,000	(1,762)	56%
5160 Payroll Service	545	2,500	(1,955)	22%
5170 Recruiting Expense	80	500	(420)	16%
5180 Rent	4,675	9,350	(4,675)	50%
5190 Misc. Expense	25	-	25	∞
5220 Cleaning Services	66	265	(199)	25%
5230 Maint - Equip & Hardware	116	1,250	(1,134)	9%
5240 Postage	1,322	2,500	(1,178)	53%
5250 Office Equipment	-	1,250	(1,250)	0%
5260 Office Supplies	384	1,750	(1,366)	22%
5270 Printing & Copying	467	5,500	(5,033)	8%
5280 Software & Updates	502	1,500	(998)	33%
5290 Telephone	1,123	3,000	(1,877)	37%
Total 5100 General & Administration	13,313	53,065	(39,752)	25%

NEYM Operating Profit and Loss FY2014

October 1, 2013 to January 31, 2014

(numbers subject to change)

	YTD Actual	Total Budget	over Budget	% of Budget
5300 Travel & Conferences			-	
5310 Travel - Committee	688	2,000	(1,312)	34%
5320 Travel - Clerk	-	4,500	(4,500)	0%
5330 Travel - Programs	380	2,300	(1,920)	17%
5335 Travel - Representatives Travel	874	4,000	(3,126)	22%
5350 Travel - Staff	3,321	14,000	(10,679)	24%
5360 Travel - Ministries	-	500	(500)	0%
Total 5300 Travel & Conferences	5,263	27,300	(22,037)	19%
6000 Programs				
6105 Honoraria - Speakers/Wkshp Ldrs	3,200	9,600	(6,400)	33%
6110 Sessions Room & Board	-	166,260	(166,260)	0%
6112 Retreats - Room & Board	18,249	30,000	(11,751)	61%
6125 Program Expenses	1,334	13,800	(12,466)	10%
6130 Committee Expenses - General	9,748	24,511	(14,763)	40%
6160 Support - Retreats & Sessions	-	5,000	(5,000)	0%
Total 6000 Programs	32,530	249,171	(216,641)	13%
6140 Books and Other	-	16,700	(16,700)	-
6200 Benevolence	-	48,749	(48,749)	0%
6600 Publications			-	
6610 Yearly Meeting Minute Book		4,000	(4,000)	0%
6620 New England Friend	3,288	5,000	(1,712)	66%
6630 Other newsletters	38	500	(462)	8%
Total 6600 Publications	3,326	9,500	(6,174)	35%
Total Expenses	173,805	759,663	(585,858)	23%
Net Operating Income	(24,605)	(55,823)	31,218	44%

Statement of Financial Position
as of January 31, 2014

ASSETS		1-31-2014	9-30-2013	Change
Bank Accounts \$219,830	1000 Checking	151,936	191,466	(39,530)
	1020 Money Markets	8,590	7,151	1,439
	1050 Certificates of Deposit	59,304	59,303	1
	1200 Accounts Receivable	75,036	70,519	4,517
	1075 Pooled Funds	1,931,455	1,931,455	0
	1100 Accrued Receivables	(124)	(124)	0
	1150 Prepaid Expenses	3,693	3,693	0
	TOTAL ASSETS	\$ 2,229,890	\$ 2,263,462	\$ (33,572)
LIABILITIES AND EQUITY		1-31-2014	9-30-2013	Change
Liabilities \$343	2010 Accrued Liabilities	1,465	1,465	(0)
	2150 Health Insurance Premium	(1,353)	(1,050)	(303)
	2155 Sect 125 Employee Withh.	231	2,325	(2,094)
	3500 Working Capital	193,382	193,382	0
Board Designated \$1,373,245	3620 Faith and Practice Revision	40,957	40,957	0
	3630 World Conference Travel	0	0	0
	3650 Quasi-Endowment	109,835	109,835	0
	3680 NEFH Legacy Gift Fund	1,222,453	1,222,453	0
Revolving Accounts \$203,328	3705 Archives	9,441	9,441	0
	3712 FUM Intervisitation	1,125	1,125	0
	3714 Peace Tax Fund	4,764	7,360	(2,596)
	3715 Peacemaker	1,784	1,784	0
	3720 Prejudice and Poverty	9,858	7,262	2,596
	3725 Puente de Amigos	3,290	3,290	0
	3730 Sufferings	4,939	4,939	0
	3755 Student Loan	144,895	144,895	0
	3760 Young Friends Travel	3,111	3,111	0
	3775 Continuing Projects*	20,118	20,118	0
Permanently Restricted Funds \$520,399	3802 Endowment Fund	46,872	46,872	0
	3804 Alice Needham	16,561	16,561	0
	3806 Amy S. Hayden	54,568	54,568	0
	3808 Anna M. Brown	33,124	33,124	0
	3810 Freedmen's	127,177	127,177	0
	3812 FUM Foreign Missions	44,634	44,634	0
	3814 FUM Home & Foreign	6,249	6,249	0
	3816 FUM Ramallah	56,437	56,437	0
	3818 Hanson/Hill	25,724	25,724	0
	3824 Mosher Book & Tract	65,633	65,633	0
	3826 Phillips/Purington/Hawkes	24,040	24,040	0
	3828 Pittsfield/Varney	7,468	7,468	0
3830 Susan B. Kirby	7,844	7,844	0	
3832 West Falmouth Prep Mtg	4,069	4,069	0	
	3900 Retained Earnings	(29,631)	0	(29,631)
	Net Operating Income	(31,176)	(29,631)	(1,545)
	Total Equity	\$ 2,229,546	\$ 2,260,722	\$ (31,176)
	TOTAL LIABILITIES AND EQUITY	\$ 2,229,890	\$ 2,263,462	\$ (33,572)

NEYM Travel Expenses

does not include some uncategorized expenses, especially in FY2010-11

	FY2010	FY2011	FY2012	FY2013	Total
Clerk	1,377	2,864	568	-	4,809
Clerk	-	912	3,604	5,275	9,791
Committee Member	2,457	2,318	1,634	1,957	8,366
Committee Member	80	-	55	181	316
Committee Member	75	-	-	-	75
Committee Member	-	-	118	-	118
Committee Member	-	-	102	-	102
Committee Member	-	-	80	-	80
Committee Member	-	-	75	-	75
Committee Member	-	-	62	-	62
Committee Member	-	-	47	93	140
Committee Member	-	-	42	-	42
Committee Member	-	-	25	-	25
Committee Member	-	-	25	-	25
Representative	443	-	-	-	443
Representative	410	-	-	-	410
Representative	334	-	771	393	1,498
Representative	300	226	-	-	526
Representative	202	-	-	-	202
Representative	188	173	-	-	362
Representative	-	286	-	-	286
Representative	-	154	-	374	528
Representative	-	-	1,261	1,947	3,208
Representative	-	-	1,039	470	1,509
Representative	-	-	200	200	400
Secretary	4,013	4,235	3,979	1,574	13,801
Secretary	-	-	-	7,239	7,239
Sessions Speaker	72	-	-	-	72
Sessions Speaker	-	-	950	-	950
Sessions Speaker	-	-	150	-	150
Sessions Speaker	-	-	64	-	64
Sessions Speaker	-	-	-	558	558
Sessions Speaker	-	-	-	501	501
Sessions Speaker	-	-	-	479	479
Staff	2,125	-	-	-	2,125
Staff	1,227	-	-	-	1,227
Staff	479	1,210	2,439	1,881	6,009
Staff	631	1,787	1,325	2,161	5,904

NEYM Travel Expenses

does not include some uncategorized expenses, especially in FY2010-11

	FY2010	FY2011	FY2012	FY2013	Total
Staff	369	696	-	-	1,065
Staff	330	1,376	1,438	452	3,597
Staff	265	442	420	303	1,429
Staff	240	-	-	-	240
Staff	-	297	677	885	1,859
Staff	-	114	-	143	257
Youth Volunteer	212	189	386	253	1,040
Youth Volunteer	-	66	44	-	110
Youth Volunteer	-	56	-	-	56
Youth Volunteer	-	41	366	538	945
Youth Volunteer	-	-	231	80	311
Youth Volunteer	-	-	75	50	125
Youth Volunteer	-	-	50	-	50
	15,829	17,443	22,302	27,987	83,562

	FY2010	FY2011	FY2012	FY2013	Total
Clerks	1,377	3,776	4,172	5,275	14,600
Committee Members	2,612	2,318	2,265	2,231	9,426
Representatives	1,878	839	3,271	3,384	9,372
Secretaries	4,013	4,235	3,979	8,813	21,039
Sessions Speakers	72	-	1,164	1,538	2,774
Staff	5,666	5,922	6,299	5,825	23,713
Youth Volunteers	212	352	1,152	921	2,637
	15,829	17,443	22,302	27,987	83,562

FY2014 Budget Revisions

	Original Budget	Revised Budget	Change	Reason
Income				
4010 Individual Contributions	110,000	110,000	-	
4020 Monthly Meeting Contributions	310,000	310,000	-	
4030 Organizations Contributions	-	-	-	
4050 Interest and Dividend Income	33,500	33,500	-	
4055 Student Loan Interest	-	-	-	
4070 Books and other Items	20,000	17,500	(2,500)	New projection, based on last year's book sales.
4080 Retreat Program Fees	53,370	53,370	-	
4085 Sessions Program Fees	176,970	160,000	(16,970)	New projection, based on last two years of Sessions fee income.
Total Income	703,840	684,370	(19,470)	
Expenses				
5000 Staff				
5010 Salaries & Wages	253,562	263,712	10,150	See total for 5000, below.
5020 Payroll Taxes	19,398	20,098	700	See total for 5000, below.
5030 Benefits				
5033 Health Benefits	53,385	53,385	-	
5035 Retirements	23,984	23,984	-	
5040 Disability	900	900	-	
5045 Workers' Compensation	750	900	150	See total for 5000, below.
5060 Staff Development	2,000	4,000	2,000	Add for training on Salesforce for the Communication Director.
5050 Spiritual Retreats	1,200	1,200	-	
Total 5000 Staff	355,179	368,179	13,000	Add the Sessions Coordinator position (which it seems was left out of the FY2014 budget despite the intention of including it) and coverage during our Communication Director's paternity leave.
5100 General & Administration				
5110 Administration				
5120 Bank Expense	4,500	5,000	500	Change to Sessions budget, approved by Sessions Committee.
5130 Contracted Services	5,200	8,200	3,000	\$20,000 for redeveloping the database was approved by PB in November. We will investigate the best way to account for this in GAAP, potentially including \$4,000 this year. The \$1,000 for the past database contractor has been removed as well.
5140 Legal Services	10,000	10,000	-	
5150 Liability Insurance	4,000	4,000	-	
5160 Payroll Service	2,500	2,500	-	
5170 Recruiting Expense	500	500	-	
5180 Rent	9,350	9,350	-	
Total 5110 Administration	36,050	39,550	3,500	
5200 Office				
5220 Cleaning Services	265	265	-	
5230 Maint - Equip & Hardware	1,250	1,250	-	
5240 Postage	2,500	2,500	-	
5250 Office Equipment	1,250	1,250	-	
5260 Office Supplies	2,250	2,250	-	
5270 Printing & Copying	4,000	4,500	500	Change to Sessions budget, approved by Sessions Committee.
5280 Software & Updates	1,500	1,500	-	
5290 Telephone	4,000	4,000	-	
Total 5200 Office	17,015	17,515	500	
Total 5100 General & Administration	53,065	57,065	4,000	
5300 Travel & Conferences				
5310 Travel - Committee	2,000	2,300	300	
5320 Travel - Clerk	4,800	5,000	200	
5330 Travel - Programs	2,500	3,000	500	
5335 Travel - Representatives Travel	4,000	4,500	500	
5350 Travel - Staff	13,500	14,000	500	
5360 Travel - Ministries	500	-	(500)	
Total 5300 Travel & Conferences	27,300	28,800	1,500	Change to Travel, similar to the needs at the end of FY2013.

FY2014 Budget Revisions

	Original Budget	Revised Budget	Change	Reason
6000 Programs				
6105 Honoraria	9,600	11,100	1,500	Change to Sessions budget, approved by Sessions Committee.
6110 Sessions Room & Board	166,260	144,000	(22,260)	Change to Sessions budget, approved by Sessions Committee.
6112 Retreats - Room & Board			-	
6114 Room Rental	20,000	20,000	-	
6150 Food Expense	10,000	10,000	-	
Total 6112 Retreats - Room & Board	30,000	30,000	-	
6125 Program Expenses			-	
6115 Equipment Rental	4,000	5,000	1,000	Change to Sessions budget, approved by Sessions Committee.
6121 Supplies, etc.	8,900	8,900	-	
6165 Pre-Sessions Expense	900	900	-	
Total 6125 Program Expenses	13,800	14,800	1,000	
6130 Committee Expenses - General	23,451	23,451	-	
Total 6000 Programs	243,111	223,351	(19,760)	
6140 Books and Other				
6142 Books	6,500	7,000	500	Change to Sessions budget, approved by Sessions Committee.
6145 Other Items for Sale	700	700	-	
6147 Consignment Sales	9,500	9,500	-	
Total 6140 Books and Other	16,700	17,200	500	
6200 Benevolence	48,749	48,749	-	
6600 Publications	9,500	9,500	-	
Total Expenses	753,604	752,844	(760)	
Net Operating Income	(49,764)	(68,474)	(18,710)	

Ruah Swennerfelt
360 Toad Road
Charlotte, VT 05445

July 1, 2013

Holly Baldwin, Clerk
NEYM Permanent Board
6 Chestnut Street
Boston, MA 02108

Ed Mair
24R Columbia Way
Newbury, MA 01951-2009

Dear Holly and Ed,

I'm writing to you both as Administrator of the NEYM Peace Tax Fund. I have been in this position since being approved in 2002. We opened the fund to accept tax refusal deposits in 2003 for tax year 2002. I have included some documentation about the history of the fund, a copy of the trust agreement with the donors, and implementation procedures. Since the Permanent Board and the Treasurer are part of the oversight of the fund, I'm writing to both of you. There are two things I need to address.

First, there are deposits that are older than 5 years, and so they are ready to be released from the fund. According to the implementation procedure letters G and H:

G. Under our understanding of IRS regulations, donations placed in the Peace Tax Fund are not to be considered completed gifts to NEYM unless and until the gift is completed under paragraph 8 of the Trust Agreement. At that time, the Yearly Meeting Treasurer will issue a receipt acknowledging the completed charitable donation to NEYM. The donor is entitled to claim the gift as an income tax deduction for the calendar year in which it becomes a completed gift.

H. Under the 1979 minute, the income from the Fund and any completed gifts were to be disbursed by the Yearly Meeting Committee on Prejudice and Poverty as part of its grant-making to organizations around New England.

I've included copies of the completed agreements in Ed's packet so that he can write the necessary letters to those whose deposits will be released.

Second, I suggest that NEYM lay the fund down. There is minimal activity over the years I've been administrator. Seven people (or couples) have made deposits. One requested the total funds back for tax year 2003. One requested a partial return for tax year 2007. One person has requested total funds back for tax years 2006 and 2007.

After release of the deposits older than 5 years, totaling \$2596.49 (minus any bank charges), there will be only one depositor remaining for tax years 2008 and 2009. Since that person will most likely request her funds to be returned, I suggest that we close the fund for future deposits and then lay the fund down when the account is at zero.

There was a charge for checks of \$18.90, and since I haven't seen a bank statement since October of 2010, I don't know if there have been bank charges since then. I stopped getting bank statements mailed to me when the YM changed banks, though I did request them a couple of times.

Ken Hoffman, as NEYM treasurer recommended laying down the fund due to the lack of interest a number of years ago. However, no one was ready to do it. There are other funds out there where one could deposit their withheld tax money so Friends would not be without a venue for their tax refusal.

I look forward to hearing from you both. You can reach me at 802-922-2259 or at ruahswennerfelt@gmail.com.

Thank you,

Cc: Frederick Martin, NEYM Accounts Manager

TO: NEYM Permanent Board
CC: NEYM Board of Managers
FROM: NEYM YAF Climate Working Group
RE: Fossil Fuel Divestment
DATE: November 4, 2013

Dear Friends,

We have spent the last year following our leadings, listening to each other and worshipping together as we have sought greater faithfulness in our concern for a habitable planet. This letter doesn't contain any earth-shaking new ideas, but seeks clarity in something that we understand NEYM is already doing so that what light we may have is not hidden under a bushel.

We have heard among New England Friends a desire to make sure our investments are not complicit in climate catastrophe. We understand, through an email conversation dated November 19, 2012 with Mike Shade of the de Burlo Group in response to a query by the Clerk of The Board of Managers, that the NEYM Pooled Fund does not have direct financial investment in fossil fuel companies. If this is the case, what great joy! Yet we hope that we also are free of investments in other companies that directly support the fossil fuel industry.

We ask the Permanent Board three things to follow up on this understanding:

- 1) We ask that the Permanent Board and the Board of Managers clarify whether this lack of investments in fossil fuel companies is a matter of policy or mere happenstance.
- 2) We ask that if these investment choices are not a matter of policy, that the Permanent Board and the Board of Managers seek unity to approve a policy that prohibits investments in the extraction, production and distribution of fossil fuels.
- 3) We ask that if indeed there is already policy prohibiting NEYM Pooled Funds from being invested in fossil fuels that the Permanent Board draft and approve a public statement declaring that to be the case.

We feel a profound joy that the Yearly Meeting is not currently invested in fossil fuel companies, which are so oppositional to the world and lives that Friends dream of. As a Yearly Meeting without investment in fossil fuels, we may be in a unique position to encourage other Yearly Meetings in their struggle. And what a joy it would be to proclaim our moral clarity and unity with our brothers and sisters in other traditions who are doing the same.

Let us not hide this living witness under a bushel. Let it shine to the world.

In Light & Love,

Katherine Fisher
Emily Neumann
Jay O'Hara

Finance Committee report to Permanent Board- February 18, 2014

Individuals have volunteered to engage in Friendly Audits of NEYM books and books of Friends Camp.

Finance committee sub-committees met and report the following:

Education and Support sub-committee will hold a financial workshop for monthly meetings on April 19th proposed location is Hartford MM.

On recommendation of Policy and Procedures sub-committee, Finance Committee recommends that NEYM stop accepting donations to the Peace Tax Fund as Yearly Meeting explores laying down the Fund and until a new administrator has been named if Yearly Meeting decides to continue this witness.

In response to Treasurer Ben Guaraldi's request for assistance, the Education and Support sub-committee is contacting individuals who may have an interest in serving NEYM as assistant Treasurer. Anyone who can suggest a candidate for this important position, please contact Jeremiah Dickinson, clerk of Education and Support sub-committee.

Policy and Procedures sub-committee is guiding Finance Committee's consideration of possible revision of current policy regarding changes in expenditures during the year after a budget is adopted by Sessions. We continue to consider possible revisions but are not clear at the present to make specific changes in the current policy.

We also considered the Mid-Year Budget Revisions request. Members of Finance Committee expressed a number of concerns regarding the changes. The committee reluctantly approved the changes as proposed.

Seven members of Finance Committee indicated they plan to participate in a day-long consultation on the Priorities Budget and long range planning, and to devise the first draft of the 2015 budget.

Finance Committee members considered the Priorities Budget and expressed gratitude for the detailed explanations provided for proposed spending options as well as long-range planning reflected in some of the proposed spending.

Respectfully submitted
Maria Lamberto and Muriel Farrar

June 23, 2013, Malone University, Canton, Ohio

To Friends Everywhere:

The Friends Association for Higher Education gathered on the beautiful campus of Malone University with warm June breezes and an even warmer welcome. We addressed the conference theme “Holistic Education: To What End?” in a rich variety of ways, leading us to new understandings and new questions.

In the first plenary on cultivating desires for Quaker principles, Jay Case brought us immediately into the big question of how we can speak to the tension between educating our students for jobs after graduation and teaching them to live integrated lives. Reminding us of the way that John Woolman believed that God changed hearts and opened understanding, Jay encouraged us to look for ways to help our students cultivate desires that lead to something bigger than themselves.

The next day, Tracey Hucks spoke to us on “Becoming ‘Quakerly’: The Legacy of Social Justice and its Challenges.” Tracey’s students take the difficult conversations about race and justice out of the safety of the classroom and into their real lives. Her ideal class would travel to student homes and, with extended family present, gather around the kitchen table. In fact, she hopes students will learn to be of service on issues of social justice in their hometowns. As Quaker educators, we should put students on a journey for their own souls.

For our closing plenary, Steve Chase spoke about “Educating For Beloved Community,” telling us we should cultivate creative maladjustment within our students and ourselves. Steve teaches this way himself. He shared from a course in which he took graduate students to learn experientially about the environmental issues they had researched. As they visited the Mississippi Delta, they met with eighty-year-old activist Margie Richard who was asked, “How did you have the strength to go up against the world’s second largest oil company?” She responded, “If Jesus can die on the cross for me, I can damn-well protect the babies in my community.” Steve also told us of an experiment that demonstrated that if even one person speaks the truth, it inspires others to speak the truth also. He pointed out that God is a holistic and experiential educator, and in the Scriptures some of his students were even more resistant than ours.

Between plenaries, in concurrent sessions, we learned from each other. We talked about ways to take ideas about holistic education and put them into practice. In a session on Strategic Planning, we considered how the design of institutional structures can reaffirm holistic education. A holistic education might focus not only on the years of college but also on a ten-year span, including the year or two before college and the four years after. Quaker Voluntary Service, a program that is unapologetically Quaker, is an example of how Friends are going beyond the classroom. We heard about bringing Muslim young people from Middle Eastern nations to the U.S. to learn about religious pluralism and democracy, extending the Quaker witness internationally. We asked, how do we translate ideals to everyday practice? How do we teach dignity of difference? How do we teach empathy? How do we look for what has not yet been created? How do we respond to change from a place of faith?

People were given opportunities in several sessions to reflect on their experiences in higher education by telling their stories and participating in deep listening, thus building community and illuminating ideas. Several sessions addressed significant life transitions, such as dealing with loss and planning for retirement. One campus has a Ten-Year-Window group which has been valuable to people thinking about retirement.

More than one session asked what do we think we are doing and why are we doing it that way? In a session on Quantum Physics (Quantum Quakers) we learned that truth is not independently known, but something participated in, and that if you get on a horse you don't have to get baptized (a nineteenth-century Quaker felt she needed to be baptized, but then discovered that what God wanted from her was her willingness).

To learn about radical faithfulness, we turned to Friends who came before us. Following John Woolman, we want students to learn the importance of seeing their lives as a two-fold journey – both an inward journey and an outward journey. Following Isaac Penington, we reflected on the need “to feel the savor of life” in our hearts and to be led “by the little child of God’s begetting.” Sessions on Quaker epistemology and Primitive Christianity Revived helped us to consider what our witness is today. In these sessions, we found new ways to nurture reflection in a deeper and fuller way, considering both understanding and experience.

The Presidents’ Panel explored the tension between career preparation and holistic education. One panelist said that we are not setting out to transform or change lives but rather we are trying to help students fulfill what they can become. After observing that many people are integrating contemplative practices into their work with students, one person asked how we might enhance contemplative practices of faculty and staff.

We celebrated our final evening together with a banquet and a coffeehouse. We are so grateful to President David A. King, to Jacci Welling, to Becky Albertson, and to the others who welcomed us warmly and who meticulously cared for our every need.

Already we are looking forward to June 12-15, 2014, at Haverford College, where we will join with the Friends Council on Education to explore the theme of “Right Relationships.”

We value our FAHE community, and as we return to our places of work and worship, we find ourselves renewed for “the practical spiritual work of building relationships, encouraging faithfulness, and participating in Love’s work of awakening hearts” (Noah Baker-Merrill).

In love and peace,
The Friends Association for Higher Education



December 12, 2013

Members of Permanent Board
New England Yearly Meeting

Dear Friends,

Friends Association for Higher Education proposes that FAHE and New England Yearly Meeting become *affiliated* organizations. This relationship will require that:

- 1) NEYM appoint a liaison to FAHE to attend the FAHE annual meeting;
- 2) the organizations share annual epistles;
- 3) the organizations provide links to each other's websites on their own web pages; and
- 4) FAHE provide a simple poster board exhibit for display at NEYM annual sessions.

At Friends Association for Higher Education, we believe that FAHE can serve as a valuable portal for NEYM members to the full range of Quaker higher education institutions and Quaker educators throughout North America and abroad. In particular, NEYM high school students wishing to attend Quaker colleges may benefit from this relationship. We also believe that New England Yearly Meeting is a spiritual and intellectual resource that will, through increased sharing, greatly enrich FAHE.

NEYM is the first yearly meeting approached by FAHE for affiliation status. If this relationship proves successful, we intend to develop similar arrangements with other yearly meetings. Attached is our 2013 Epistle, describing this year's FAHE annual meeting at Malone University. It illustrates the deep and moving experiences typical of an FAHE gathering. Below is the link to FAHE website. We encourage you to explore the website, including our publications, to see the resources that FAHE provides.

<http://quakerfahe.com>

In Friendship, on behalf of the FAHE Executive Committee,

Donn Weinholtz
Assistant Clerk
FAHE

Memorial Minute

Alice Blades Lacy

December 5, 1920 to May 20, 2012

Alice was a very accomplished woman whose life spanned nine decades. She was born in Baltimore, Maryland. She left the family home to pursue her college education, attaining the Bachelor of Arts from the University of California at Berkeley and having been elected to the honor society, Phi Beta Kappa. Alice returned to Maryland as a single mother with her daughter, Annie, and continued her studies at the University of Maryland. She earned the MA and Ph.D. degrees in sociology where her fields were race relations, juvenile delinquency, and women's studies.

In 1956, she was appointed professor of sociology at Howard University in Washington, D.C. She became an active scholar in her disciplines and was named a member of the professional association, American Men and Women of Science. She was a popular classroom teacher and often invited students to her home for tea and conversation. Alice was a frequent consultant in her field, principally serving on a U.S. Senate subcommittee on juvenile delinquency. In 1961 she was appointed to President Kennedy's Commission on the Status of Women chaired by Eleanor Roosevelt. Alice enjoyed sharing her memories of the group gatherings with Mrs. Roosevelt at Hyde Park.

Alice was an activist in the Civil Rights Movement during the 1960s. She met and worked with many of its leaders. She was designated a Marshal of the 1963 March on Washington led by Dr. Martin Luther King, Jr. Two years later she participated in the historic Selma to Montgomery March in Alabama.

Alice met John Lacy in Washington, D.C. They were married in 1958. The family now included four children, Annie, Mary Jill, Nina, and John Eben. They attended the Friends Meeting in Washington and the children attended First Day School.

Alice and John retired from their professional work in 1980 and went to sea, following a life long love of sailing. They qualified to captain their own 41-foot ketch, The Outrageous. For four years they lived on and sailed The Outrageous in the Caribbean Sea, often providing charter tours.

In the mid 1980s, they came to live in Bath, Maine. In 1993 they moved to a home they had designed and built on the Pemaquid cliffs in New Harbor. They attended Midcoast Friends Meeting and eagerly participated in the building committee of the new Meetinghouse. Alice lent her artistic talents to the interior of the building and is remembered for her clear and strong choices. To those who questioned her views about wall paint or floor covering, she would reply, "I know I am right. Trust me." Friends came to appreciate the warm tones of the walls and carpet that softened the bench's orange cushions.

Alice became a member of the Midcoast Friends Meeting in 2002. She was an active member of the Peace and Social Concerns Committee, participating in community outreach programs and also joining in public protest events. For example, in the looming invasion of Iraq by our country, she joined the Standing on Bridges weekly protests and went to New York City for the final march on Fifth Avenue. In the mid-Nineties, she and John had also made a trip to Cuba to bring first aid supplies and medical equipment that they had solicited from local pharmacies.

Alice was devoted to the Meeting for Worship. She reminded us that as she settled into the silence she would glance at everyone in the room to feel the sense of the 'gathered' meeting. She frequently rose

to share vocal ministry that always had an uplifting and compassionate message for persons – individually as well as for all the people of the world.

At the rise of Meeting, Alice would usually find one person to engage in conversation to whom she would devote her full attention. She was sincerely interested in and had a gift for drawing out what was important in a person's life. As she became hard of hearing, she would find the Friend who had spoken in Meeting to ask him or her what their vocal ministry had been.

During all these years in Maine, Alice ardently pursued her lifelong interest and talent as an artist. She was a member of the Round Top Artists Center in Damariscotta where she taught and worked. She produced many paintings in oil, watercolor, or collage. She often invited and entertained Friends in her studio on the top floor of the Pemaquid Cliff home overlooking the ocean. Her painting of the March against the Iraq War on Fifth Avenue in New York City was prominently displayed there.

At this time, Alice also conducted a business venture, Alice LTD. She designed and sold miniature dollhouse furniture and decorations. She traveled to the Far East where her creations were made. She developed friendly relationships with the seamstresses and other craft workers whom she visited there.

Alice exhibited an artistic flair in her clothes and accessories. She was a tall, poised, and elegant woman, always beautifully dressed. She would sometimes admit that in this respect she did not follow Friendly custom because she loved beautiful colorful clothes and jewelry.

One of Alice's endearing attributes was her persistence. When she wanted something done it was difficult to turn her down. Yet she retained the poised manners of a Baltimore "lady." At nursing home visits, she would let us know she had needs and that we had stayed long enough by smiling and saying, "It is so nice of you to come for a visit."

Alice was in nursing homes for the last three years of her life. But even when she was confined to a wheel chair, she made an effort to come to Meetings for Worship, up to a time when she could no longer sit for an hour and would stretch out on a bench and fall asleep. Her last attendance at Meeting was on the occasion of her 91st birthday in December 2011 when the Meeting had prepared a lovely meal and bestowed her with flowers and presents.

Friends who visited her in nursing homes usually found her at a table or even in bed with her easel and paints. At the Boothbay nursing home, her attendants set aside a corner of the common room for a "studio" furnished with a table and easel and all her paints and papers at hand. There was a final meeting for worship with her at the nursing home in Freeport. A few Friends with John, John Eben and another resident sat with her in the silence. As the worship meeting was explained to a roommate, she smiled and smiled in deep appreciation for the Silence of Meeting.

Alice followed with determination the way of Peace and Justice in the world. She was a gracious, loving presence among us. We are grateful to have walked with her in Light and Love and Peace.

(Accepted at the monthly meeting of Midcoast Friends Meeting on the seventeenth day of the third month in 2013. Accepted at Vassalboro Quarterly Meeting on the seventh day of the ninth month in 2013 with a recommendation that it be sent to New England Yearly Meeting.)

Luise van Keurin, VQM Presiding Clerk

Seventeenth day, ninth month, 2013

Joan C Austin
VQM Recording Clerk

2nd day Eleventh month 2013

Juan P. Davies, M.S.C. Clerk of VQM
for Luise van Keurin

12 November 2013

To: The Permanent Board of New England Yearly Meeting of Friends
Young Adult Friends Climate Working Group

From: The Board of Managers of Investments and Permanent Funds ("Pooled Funds")

Subject: Process for discernment regarding developing a policy by the Pooled Funds Board of Managers with regard to energy related investments

The New England Yearly Meeting (NEYM) Board of Managers (BoM) of Investments and Permanent Funds ("Pooled Funds") oversees the investments in the Pooled Funds, and does our best to make sure that these investments are in line with Friends' testimonies, the will of NEYM, and the will of the constituents of the Pooled Funds.

To accomplish this, Friends appointed to the BoM are asked to use their experiences as Friends to discern whether investments are appropriate, based on the information provided to them by the BoM's investment advisor (The de Burlo Group) and such information that the BoM is able to acquire from readily available public sources. The BoM seeks engagement with NEYM and its Permanent Board regarding our Yearly Meeting's discernment and conviction as to issues related to investments that are of concern to NEYM Friends. In addition, the BoM seeks input from the constituents of the Pooled Funds regarding their respective conviction on these issues.

The BoM invests in the Pooled Fund in accordance with the policies described in its "Guidelines for the Investment Advisor and Board of Managers New England Yearly Meeting Pooled Funds" dated 12th Month, 12, 2012 (referred to as the "Green Book"), which is available at the BoM's webpage at: <http://neym.org/boardofmanagers/>. It has been brought to the attention of the BoM that NEYM, responding to 2013 Yearly Meeting Sessions, some Pooled Funds constituents, and some individual Friends within NEYM, has concerns over certain issues and practices related to some forms of energy production, processing, transmission and use, which may not be in line with Friends' testimonies.

The BoM seeks to engage NEYM and the constituents of the Pooled Funds in discerning what investments related to energy might be acceptable to Friends, while remembering that ALL investment options involve at least the consumption of energy in some way, even if indirectly.

Questions that the BoM is asking include, but are not limited to:

- Are there any forms of energy production or generation that are acceptable for investment?


- Are there any investments in transmission of fossil fuels, such as through pipelines or as distributors, that might be acceptable?
- Are investments in companies that provide goods (such as pipe for drilling, hydraulic fracturing, or petroleum products pipelines) or services, such as petroleum or coal mining geology and/or engineering, acceptable?
- Are there investments in companies that are striving to increase energy efficiency, and/or sustainability that the BoM should be looking at, and if so, how do Friends balance trade-offs such as potentially greater environmental impact from the wastes generated by compact fluorescent lights and light emitting diode lights which have significantly higher toxicity and are less recyclable than incandescent lights?
- How can the BoM best ascertain Friends' views on these issues? Surveys? Workshops and/or "threshing" sessions? From individuals or individual meetings? Through Quarterly and/or Yearly Meetings?
- What information do Friends feel they need from the BoM in order to understand the choices made and systems available to question or express concern with decisions?

It is the intention of the BoM to use the time provided for our annual workshop and meeting at NEYM Sessions in Eighth Month 2014 to discuss these issues with constituents of the Pooled Funds and any other interested members of NEYM.

We are also aware that other Friends' organizations are laboring over these issues, with no clear consensus about the best path forward. We will examine and consult others' deliberations and conclusions to bring their insights to our discernment.

The BoM will continue to discuss this matter at our bi-monthly meetings, and this discernment process is ongoing, but we wanted to present our thoughts to date to the Permanent Board in time for its meeting on Seventh Day, Second Month 15, 2014, and to invite PB's suggestions for undertaking this process.

Yours in peace,



Matthew E. Hackman, Clerk

NEYM Board of Managers (BoM) of Investments and Permanent Funds

**Permanent Board of New England Yearly Meeting
February 15, 2014
Friends Meeting at Cambridge, Cambridge, MA**

Agenda (DRAFT)

Opening

9:00 Fellowship
9:30 Worship with Ministry and Counsel
10:00 Welcome
10:30 Business begins

Review minutes from 11/21

Reports from those who are serving us

Yearly Meeting Secretary
Yearly Meeting Presiding Clerk (Jacqueline Stillwell)
Please read her report and email questions; Jackie will be travelling with our Friends in Cuba Yearly Meeting.

Follow-up work from our committees

Structural Review (Janet Hough)
Status report
Legacy Discernment (Suzanna Schell)
Recommendations
Student Aid Re-visioning (Galen Hamann)
Recommendations
Internal Nominating (Donn Weinholtz)
Nominations
Clerks Nominating (Allan Kohrman)
Proposal

Yearly Meeting Finances

Treasurer's Report (Ben Guaraldi)
Finance Committee
(tba after their meeting on 2/8, check back for additional reports)

Other business brought to PB

Young Adult Friends Climate Change Working Group (Emily Neuman)
Letter about divestment and the Pooled Funds
Correspondence (Holly Baldwin)

Future agenda items

Recommendations from the ad hoc committee on the Good Governance of Friends Camp (Jeremiah Dickinson)
Affiliation with Friends Association for Higher Education (Donn Weinholtz)

3:30 Close with Worship

Upcoming meetings

May 10, location TBA, agenda items due 4/25; reports due 4/30
August 2, Castleton College, Castleton, VT