

Permanent Board
Agenda: 21 November 2015

Opening Worship
Welcome and Housekeeping

Roll Call
Minutes: 26 September 2015

Yearly Meeting Presiding Clerk
Yearly Meeting Secretary

Treasurer
Finance Committee
Development Committee

Ad Hoc Committee on Monthly Meeting Relationships (Intervisitation)
Long Term Financial Planning Committee

Memorial Minute: John Henry Foster

Friends Camp Director
Ad Hoc Committee on Good Governance for Friends Camp
Friends Camp Committee: Amended Budget
Friends Camp Director Search

Permanent Board Clerk: Job Description
Internal Nominating Committee
 Student Scholarship Granting Committee
 Personnel Committee

Travel Minutes:
 Susan Furry (Connecticut Valley Quarter)
 Minga Claggett-Borne and Jonathan Vogel-Borne (Salem Quarter)

Travel Minute Reports:
 Ann Dodd-Collins
 Beth Gorton

Announcements

Permanent Board
September 26, 2015
Burlington, Vermont

Joint Meeting with Ministry and Counsel

15-78 Opening worship

Permanent Board and Ministry and Counsel together met in worship at Burlington Monthly Meeting, Burlington, VT.

15-79 Welcome

Sarah Gant, Permanent Board clerk, and Debbie Humphries, Ministry and Counsel clerk, welcomed gathered Friends, who introduced themselves, including by their Monthly Meeting affiliation.

Friends were further welcomed and oriented by Jean McCandless of Burlington Meeting who noted that we were the first large gathering since extensive renovations to the Meeting's Bassett House were completed.

The PB Clerk spoke of the distances traveled by assembled Friends, reminding us that is how far Burlington Friends often travel.

15-80 Memorial Minutes/Memorial Meeting at Sessions

Presiding Clerk Fritz Weiss reported that Sessions Committee "knows" the theme for the 2016 Sessions but has not yet found the words. It will follow up on this year's theme of covenant community, moving into being that community—"we are the 'how' of God." He spoke of the order of service from Habana Friends Church in which each reading is introduced with the phrase "This is the work of God."

A part of this is how Memorial Minutes will be brought to Sessions.

Clerk of Ministry and Counsel, Debbie Humphries, reviewed current practice. Monthly Meetings write and approve minutes, which are then forwarded to Quarterly Meetings for approval. Permanent Board then receives these minutes. They are read at meetings of PB and some are forwarded to the Clerk's table, at times with editing, for inclusion in the business sessions. That not all are forwarded through each of these steps has been uncomfortable for some and in 2015 a decision was made to forward all minutes. The lives of our members center us; we want to be inclusive. "Who is a YM Friend?" -- The YM exists to serve our MMs and QMs. All are welcome.

Last year Ministry and Counsel was brought into the Memorial Minutes at Sessions process due to John Kellam's minute, which contained information that was felt to be potentially disturbing to Friends. The decision was made to hold a Memorial Meeting, separate from business sessions. The names of all known New England Friends who passed during the year were read, whether

or not they had a Memorial Minute. Excerpts from some minutes were shared.

Friends were asked to consider the process going forward and whether Permanent Board should continue as it has or if Ministry and Counsel should be asked to take on some part of this work.

Friends spoke to bringing the names of deceased Friends to YM as a “teaching ministry.” The value of “taking time” in lives that are too busy was raised up as was the importance of hearing all names. A Friend said the Memorial Meeting at last Sessions was “centered, compassionate, tender.” Sessions evaluations were reported as positive about the Memorial Minutes Meeting for Worship, particularly the care taken with the process. A feeling was expressed that in business sessions, the sense was of a “mini memorial meeting” but the separate meeting was more focused on the meaning of the person's life.

Concern was also raised that the business sessions are becoming too “agenda driven.” There is time pressure – for the clerk's table, sessions coordinator, and for time M&C can give to Memorial Minutes. Challenges were pointed out, both of finding where to put the Memorial Minutes in the flow of business sessions and of finding time to schedule a separate Memorial Meeting.

Our current Faith and Practice says: “It [PB] examines memorials of deceased members transmitted to it from quarterly meetings and in exceptional cases may recommend them to the Yearly Meeting for publication.” (p. 230) “Publication” was clarified to mean “put forth.”

Friends were encouraged to see this discernment as one of creating the bones of a process, with the flesh of details to be filled in by discernment in committee. We were asked to understand we are not wedded to form, that we allow for discernment at each part of the process. Whatever we decide, we ought to communicate that clearly.

The following minute was offered.

Understanding that Friends seek to follow Spirit and not form, Ministry and Counsel is asked to each year discern a process for bringing Memorial Minutes to the attention of the body at Sessions. Permanent Board would continue to receive minutes brought forward from Monthly and Quarterly Meetings and would discern which minutes would be brought to the body at a business session.

Friends approved

PB clerk said this is an invitation to M&C to be more involved; it is part of the bones. There is still flesh to be put on the bones. We have heard the concerns about publishing and time constraints.

Ministry and Counsel members adjourned to Bassett House and Permanent Board continued its meeting with Roll Call.

15-81 Roll Call

Present: Virginia Bainbridge, Holly Baldwin, Travis Belcher, Susan Davies, Jeremiah Dickinson, Hannah Zwirner Forsythe, Christopher Gant, Sarah Gant, Nancy Isaacs, Sandy Isaacs, Jean McCandless, Bruce Neumann, Anna Radocchia, Carol Rein, Elias Sanchez-Eppler, Karen Sanchez-Eppler, Sara Smith, Bill Walkauskas, Donn Weinholtz, Rosemary Zimmerman.

Regrets: Deana Chase, Justice Erikson, Ben Guaraldi, Galen Hamann, Ian Harrington, Leanna Kantt, Allan Kohrman, Suzanna Schell, Becky Steele, Carolyn Stone, Philip Stone, Elizabeth Szatkowski.

Ex-officio: Noah Baker-Merrill (YM Secretary), Robert Murray (Clerk of Personnel Committee), Shearman Taber (YM Treasurer), Fritz Weiss (Presiding Clerk)

Guest: David Millar, Burlington Friends Meeting

15-82 Minutes

The minutes of August 6, 2015 were considered.

The name of Rosemary Zimmerman will be added to those present.

The names of the Clerk and Recording Clerk will be appended.

With those corrections, Friends approved

15-83 Presiding Clerk's report:

Fritz Weiss continued his report, sharing his experience thus far. He is surprised how busy he has been and how many people have advice for him.

--At the first Coordinating and Advisory Committee meeting, members debriefed the process and the role C&A played in the Structural Review (SR) Committee, feeling it is important to learn from challenges that this committee faced.

--C&A is also looking at the provision of childcare in accordance with YM guidelines.

--Fritz has been in contact with the Rhode Island Historical Society, letting them know of our plans to move the archives.

--He has been in contact with the NEYM Friends General Conference Committee in preparation for the upcoming Central Committee meeting of FGC.

--There has been contact with two other committees—Youth Ministries which has not met for two years and Earthcare Ministry for which there is an alive concern in the Yearly Meeting.

--It has been only six weeks since Sessions but it is already clear some of what will be on our plate next year: Long-Term Financial Planning

--There have been several requests for public statements under the new policy

minuted at Session [2015-57]. One has been turned down (an FCNL request to endorse the Iran nuclear deal), two feel appropriate for comment: one addressing climate change in connection with Pope Francis' visit and one addressing systemic racism, but the words are not yet formulated. Any statements will be distributed first to Monthly and Quarterly meetings and then to conventional news outlets.

Friends encouraged the Clerk and Secretary to speak out in a timely manner, noting also that the minute authorized seeking others to help carry this work.

15-84 Treasurer's Report

The YM Treasurer, Shearman Taber, reported we have met and exceeded the amount needed for the matching gift announced earlier this year. We qualify for the \$10,000 match.

The Treasurer's report included in the advance documents was correct as of September 19 and showed a deficit of about \$88,000. That is now about \$45,000. A lot of contributions arrive in September. He anticipates the final deficit for FY 2015 will be below the approximately \$44,000 budgeted. Money from the pooled funds is not yet included.

He recognized Finance Committee members who have been in contact with Monthly Meetings in instances where current contributions were significantly below previous levels.

Health Benefits costs are down this year, due to the staff reorganization and options chosen by staff.

15-85 Authorization for Publications Budget overrun – line 6600

There is an overrun in the publications budget line of 56% or \$5,371.81. This is due to the cost of contracted services used to prepare an issue of the New England Friend and the 2014 YM Minutes. These costs were assigned to the publications line, rather than contracted services, to more accurately track the costs of that activity.

The following minute was offered.

In keeping with Yearly Meeting policy, Permanent Board was asked to approve spending an overage in the publications budget of \$5,371.81. The size of this overrun is largely due to the decision to charge certain items to "Publications" rather than to "Contracted Services" (making the purpose of the expenditure more clear) rather than to over spending in the budget. Friends approved.

15-86 Santander Bank resolutions

Clerk of the Finance Committee, Elias Sanchez-Eppler, brought a request that PB approve a standard "Universal Resolution" from Santander Bank allowing us

to open an account with that bank. This resolution certifies, in essence, that we acknowledge it is NEYM's responsibility to monitor and adhere to our policies regarding banking and not the bank's; the bank has limited legal responsibility to corporate depositors in the event of fraud. [Our policies can be found at Session minute 2015-63.5, Finance Committee 2015-73 and Permanent Board 2015-60.]

In discussion, it was clarified that our policies designate who can and cannot sign checks and in what amount; the checks themselves do not. It would not make a difference to print that on the checks since they are not ordinarily processed by a human being.

Staff has done 'due diligence' on Santander, one of the highest rated banks that can meet our needs.

The following minute was offered.

Recommended that Permanent Board adopt the resolutions in the advance documents, enabling our authorized signers to open an account at Santander, while affirming that we will uphold our internal control policies and are not changing them by this action.

Friends approved

15-87 Development report

We heard from Sara Smith, Clerk of the Development Committee. She reported that we received more than \$10,000 in new and increased donations, meeting the challenge grant. This was a new initiative of the committee and they have "learned a lot" and have more to learn, e.g. where our donations are coming from. More detailed information is anticipated at the November meeting.

A Friend commented that we have met our budget, but that it is a budget with a \$44,000 deficit. We have a way to go yet to be financially sustainable as a Yearly Meeting.

15-88 Yearly Meeting Secretary's report

YM Secretary, Noah Baker Merrill emphasized the good news that the challenge grant leveraged \$20,000 in contributions, not counting increases in Give Monthly.

He has just returned from the Superintendents and Secretaries meeting. This year it was NEYM's turn to host and they met at Glastonbury Abbey in Hingham, MA. There were 14 present during a moving time of sharing, mentoring and support -- rich, tender and fruitful. Much is happening in the Quaker world.

--They heard from Philadelphia YM that on September 30, every committee will cease to exist and a new structure will arise.

- Played "Unable, Unwilling-A Game of Quaker Nomination"
- Held Friends in Northwest YM, which is experiencing a surge in young adult membership, in part in response to a possible split in their Yearly Meeting.
- Heard about the challenges for FGC as they face a \$500,000 budget cut.
- Heard about FUM and their increased presence in the US and commonality they are discovering with AFSC.
- Held each other in prayer.
- Heard from Beth Collea about the Quaker Religious Education Collaborative and their work on racial justice curricula.

As we are looking to reaffirm our commitment to support local meetings we also remember our connections with the wider Quaker world.

He reported also on being with Hartford Meeting in retreat at Powell House with a focus on what the meeting has to offer to their community, quoting Beth Collea, "If it doesn't work at the local level, it doesn't work." Someone who was at the retreat commented that Noah's impact was profound, that people left the retreat saying 'that was one of the best retreats we've ever had.'

15-89 Memorial minutes

We heard the memorial minutes for James Ellingboe and Cynthia Fisk

15-90 Ad-hoc Group Relating to the Structural Review Committee

Clerk of the Ad-hoc group, Holly Baldwin, reported that they are working to live into an acknowledgement that care for the committee was lacking. Susan Davies, Sarah Gant, Debbie Humphries and Holly are the group. They are calling to connect with committee members, listening for content and process feedback. She reported that it is gratifying work, "we don't often call to thank people for work done."

A Friend asked that Long-Term Financial Planning Committee (LTFP) "hold tenderly" the thought of LTFP taking up a portion of SR's work.

15-91 Long-Term Financial Planning Committee

Clerk of the LTFP Committee, Chris Gant, reported on the committee's work.

Structural Review has been laid down. LTFP has been talking about the important work done by SR and is in unity that a long-term financial plan cannot yet be made because there is so much "plumbing" that needs to be attended to that the 'water' cannot flow.

It feels important to begin a process of making real what SR began. Nominating committee cannot fully people the 26 NEYM committees. It seems important, in light of the priorities approved at Sessions 2015, that we begin to reflect on what the work of our Yearly Meeting is, the staff, committees and

volunteers. In today's advance documents, LTFP has suggested a process for committees to begin this process of assessment so that we can better understand how we 're-architect' ourselves to carry our work forward.

The importance of "tone" was raised, as was the importance of addressing the NEYM "insider-outsider" feeling. Others spoke to the value of engaging with current committees and how they are/can address NEYM's approved priorities. A former member of SR added something the SR committee came back to many times—committees often write their own purposes and procedures, it is like asking a kid what they want for dinner. This is different from YM saying to committees, "...here is work we want you to do" and asking the committee to do that work. Others pointed out that some committees are functioning well, some less so. Some committees have not met for two years. There is an organic process in gathering this information that will inform the next step.

We are often very good at speaking in business meeting when we disagree, not as good at saying when we agree. Much has been said about 'we've been here before' but there is a new generation that is excited about this work. There are new people with new skills and new talents, hoping for a vibrant YM for our children.

The following minute was offered.

Recommended Permanent Board release Long-Term Financial Planning committee to engage with Yearly Meeting committees around the committees' current work and ask for their input on the best ways for the Yearly Meeting to accomplish that work as it relates to the identified priorities of the Yearly Meeting. It is acknowledged this work will draw in some measure on the valuable work of the Structural Review committee.

Friends approved

The LTFP Committee plans to start this process by the October 10 Committee Day and will ask committees to respond by November 14. They will then bring an initial report to PB in November with a final report in February.

The PB Clerk commented we were given clear guidance at Sessions. There is new energy breaking out around the YM. We are at a time of transition and that is difficult because we don't know the timeline. When we make minutes, it is to say this is where we are now. We will keep each other accountable when we need to make changes. We have work to do in laying down committees and shifting responsibilities to others.

15-92 Membership of Long-Term Financial Planning

Because of a resignation, change in status of a representative and the desire to add a representative from Nominating, Friends were asked to approve the following.

**Ben Guaraldi to replace Becky Steele as Permanent Board representative
Adding a representative from Yearly Meeting Nominating-Friends approved**

In addition, Finance Committee will appoint a new representative to replace Shearman Taber who continues his service on LTFPC in his new role as YM Treasurer.

15-93 Personnel Committee

Clerk of Personnel Committee, Bob Murray, brought an issue and a concern to Permanent Board.

The Committee recommends NEYM change to a continuous employment model for the YM Secretary and Camp Director. This is the *de facto* status for non-managerial staff. Currently the two managers must be re-appointed by Sessions each year. This would not change the current one-year probationary period in effect when first hired.

Friends asked if this would leave us open to difficulty in the event someone needs to be terminated. Personnel believes it would not.

The following minute was offered.

Personnel Committee recommends that New England Yearly Meeting change from a year-to-year basis for employment to a continuous employment model for all staff.

Friends approved

Personnel Committee has minuted its concern about the lack of clarity in the relationship between the YM Secretary and the Friends Camp Director. The Committee feels the hiring process for the Camp Director should not begin until there is more clarity around the supervisory relationship of the YM Secretary as relates to the Camp and its Director.

A member of the Ad-hoc Committee on Good Governance for Friends Camp reported that committee intends to bring its report to the November PB meeting.

The YM Secretary, PB Clerk and Clerk of the Good Governance committee attended the September Friends Camp Committee meeting and noted that this concern about the supervisory relationship is alive there as well.

Permanent Board accepts this concern with gratitude for the care Personnel Committee has taken and with minuting their concern to PB.

15-94 Jean McCandless reported that she and Carolyn Stone were asked at

the February 21, 2015 PB meeting [Minute 15-16] to “do something” to assure there could be positive outcomes around the Memorial Minute for John Kellam. They joined efforts of M&C and scheduled an extended workshop at Sessions to further efforts by MMs to establish child safety guidelines. Ten NEYM meetings and one NYYM meeting attended. She and Carolyn are interested in continuing to offer this education. They offered resources to the MMs, particularly a book, “Safe Sanctuaries” which they hope will be available to all local meetings.

Part of their learning was that they accepted the task without real clarity around their charge. She recommended that in such instances when PB asks Friends to take on a task that a specific minute encompassing the charge be written.

15-95 Ad-hoc Working Group on Monthly Meeting relationships

This will be held over until the November meeting due to time constraints. Friends are charged with reading that working group’s advance document and responding to the questions contained therein. Please respond directly to Bruce Neumann.

We have heard today about committees that did not have clear charges or wished for more clarity in their charges. This working group is asked to come to PB with their understanding of their charge and the work they have accomplished to date.

15-96 Internal Nominating Committee

The committee brought forward six names.

For Internal Nominating: Carolyn Stone and Patsy Shotwell

Friends approved

For the Student Scholarship Granting Committee (a sub-committee of PB)

Justice Erikson; Ian Harrington; Rebecca Leuchak; Allan Kohrman

Friends approved

A question was raised about the term for the SSGC. Is it one year, until the money runs out, two years with a review? Internal nominating will consider this question and report back to PB on November 21 with a recommendation and a revised chart including this sub-committee.

15-97 Childcare policy

We do not yet have a childcare policy.

The following minute was offered.

Recommended Permanent Board approve a working group consisting of Sarah Gant and Kathleen Wooten, with the advice of the YM Secretary, YM Treasurer and Finance Committee to develop a policy—how we arrange care,

pay for care and assure that the care is in accordance with Yearly Meeting policy. The goal is to make possible the attendance at Yearly Meeting events of parents with childcare needs.

Friends approved

15-98 Announcements

The Legacy Gift Funds Grant Program is underway and applications are available to apply for funds from the New England Yearly Meeting Future Fund. The deadlines for applications this first year are December 1, 2015 and March 1, 2016

Friends Association of Higher Education

The 2016 annual conference will be at Woodbrooke Quaker Study Centre in Birmingham, U.K., on June 16-19. Ben Pink Dandelion is coordinator and all Friends with a concern for higher education are urged to attend.

Money and Spirit Workshop

The Finance Committee will be holding their bi-annual workshop on November 7 from 9:30 to 3:30 at Wellesley Friends Meeting. This is a gathering for Treasurers, Finance Committees and everyone else with an interest in Meeting or Yearly Meeting finances.

Friends Camp report

A summary report from Friends Camp is in the advance documents. Please read it and invite others to read it.

Rufus Jones property

The home that Rufus Jones was born in in South China, ME may be up for sale. Some Friends around NEYM have expressed interest in securing the property for some purpose. It is not clear that this potential project is the work of Permanent Board or Vassalboro Quarter. Contact Sarah Gant with thoughts or questions.

The meeting ended with a period of worship.

Respectfully submitted:

Sarah Gant, Clerk

Jeremiah Dickinson, Sub. Recording Clerk

Presiding Clerk Report to Permanent Board
11/21/15

a.) Sessions:

The session's committee has approved the following theme for session 2016

"Being the hands of god: a call to radical faithfulness"

This theme is growing from the theme of the 2015 theme; "Becoming a covenant community." We, together, are the hands of god; we, together, are called to radical faithfulness.

Doug Gwyn has accepted our invitation to be the bible half-hour speaker. He will offer five sessions, starting with Sunday worship.

We will be recruiting a panel of three NEYM friends to speak on their experience on actively doing God's work in corporate witness.

b.) Coordinating and Advisory

The C&A committee has met twice: once by phone and once for a weekend retreat. We have named the work that we see before us this year. Two items that I would like to report are:

- i.) We recognized that the C&A committee is made up of seven individuals, six of whom attend Permanent Board and one (the clerk of M&C) who does not. In hopes of improving the communication between the two committees at the heart of the continuing work of the Yearly Meeting, we have asked the clerk of PB and the clerk of M&C to generate reports to the other committee; and have asked the presiding clerk and the YM secretary to submit written reports to both committees.
- ii.) C&A is responsible for organizing a clerking workshop annually for the yearly meeting. We have decided to try to offer a clerking consultation through each quarterly meeting instead and have begun recruiting seasoned, skilled clerks to support an program of development for clerks (and gathered bodies in discernment).

c.) Public Statements

The yearly meeting has issued three "time-sensitive" public statements since we last met.

- I. We issued a statement on climate change coinciding with Pope Francis's visit.
- II. We endorsed a shared statement developed by Quaker Earthcare Witness, the Quaker United Nations Office and Friends Committee on National Legislation: "Facing the Challenge of Climate Change; a Shared Statement by Quaker Groups".

- III. We approved a telephone statement to media related to a civil disobedience action that took place on 11/10 at the construction site for the West Roxbury pipeline.

d.) Youth Ministries Committee

I convened the YMC at committee day on 10/10/15. This committee is envisioned to act as “trustee” for youth ministries of NEYM. These ministries have been sustained and vital ministries of the yearly meeting for many years. As currently constituted this committee does not have the resources to fulfill this charge. We have continued this conversation with the youth staff of the Yearly Meeting, with the clerk of Permanent Board, and the YM secretary, and at C&A. The intention is for C&A to work to develop a clear charge and proposal to build the robust and working resource needed to fulfill the charge of the YMC that we will bring to Permanent Board for the February meeting.

e.) Other

As clerk, I also serve on the ecumenical council of NEYM. This is a small group of individuals, appointed by quarterly meetings, to serve on the state council of churches. This group has been representing us in the ecumenical work across NE yet are really not connected to the YM structure in any way. I have asked M&C to consider how this public work for friends might be better supported.

I have also just returned to New England from Cuba, where I was able to participate in the 15th anniversary of the formation of the Junta Mensual de Habana. The Puente de Amor has been in place for over 23 years, primarily maintained in NE by a few very dedicated Friends. My concern is that this is a remarkably fruitful ministry of the two yearly meetings; yet in New England it is carried, and has been carried since it began, by only a few dedicated Friends.

On December 2nd and 3rd, Sarah Gant, Noah Baker Merrill and myself will be attending a strategy retreat for MA church leaders & senior staff with Greg Jones and Dave Odom of Duke Divinity School hosted by the Massachusetts Council of Churches entitled: BEYOND THE CLERGY: ENGAGING LAY LEADERS IN THE LIFE OF THE CHURCH

Fritz Weiss
Presiding Clerk

To: NEYM Permanent Board, meeting on 11/21/2015
From: Noah Baker Merrill, Yearly Meeting Secretary

Dear Friends,

Below are some highlights of recent work where I thought you would appreciate updates. I look forward to worshipping and working with you on Saturday.

Choosing Love in a Season of Fear

In response to the attacks in Paris, and arising from a sense of leading, our Presiding Clerk and I worked to issue a statement that we hoped might speak to the conditions of Friends and others more widely. The statement, which was released late Monday evening, has as of 8:00 Tuesday evening been uniquely viewed more than 9000 times, and has been widely distributed by email, Facebook and Twitter. A few of those organizations sharing it include Moses Brown School, Friends Fiduciary Corporation, Friends World Committee for Consultation, Friends Center in Philadelphia, New York Yearly Meeting, Northwest Yearly Meeting, Friends Committee on National Legislation, the Maine and Massachusetts Councils of Churches, and Pendle Hill. I am continuing to receive significant feedback, which has been overwhelmingly positive. The full statement is posted both in HTML and as a PDF at neym.org.

Archives

After a hiatus in recent weeks, the Archives Committee met recently and has laid out next steps forward with the relocation of the Archives. Karen Sanchez-Eppler, who at PBs last meeting was appointed as PB's representative to support this process, joined the meeting. Key next steps are identifying an attorney with specialized experience to help us to finalize the deed of gift with UMass, clarifying the ownership status of some of the material in the collection, and hiring a temporary archivist to give support and focused attention to the transition process. In support of this last goal, I have asked the Archives Committee to develop a description of the scope of work we will need accomplished in this interim phase, so that I can hire someone to carry out these tasks. You may remember that PB authorized that the budgeted salary for the Archivist for FY2013 and FY2014 be set aside to cover contractual services costs, and much of that money still remains. However, we placed those funds in our Archives Revolving Account, and we are unsure of the technical permissions regarding who can authorize expenditures from that account.

In the interest of streamlining the process of paying invoices for a contractor, **I am asking you to authorize me to approve expenditures from the Archives Revolving account**, rather than requiring the clerk of the Archives Committee to sign off on every payment from those funds.

Secretary's Professional Development

As planned, at the beginning of this month I attended a weeklong Denominational Leadership seminar through Duke Divinity School's Leadership Education programs, held in North Carolina. It was a fruitful and energizing time of learning and networking with others in parallel positions in other churches. I was particularly struck by the consistency of the challenges being faced by leaders in the wider church across the denominational landscape. I am increasingly convinced we have an important place at the wider ecumenical table in this time, with much to learn and some important gifts to bring from our Quaker "charism" and tradition. I hope to share more about this experience when we gather on Saturday.

One unexpected result of our time is that the program's director has expressed interest in using a forthcoming Friends Journal article which will focus on NEYM's Pay-As-Led approach to Sessions fees as a case study for upcoming programs.

In December, our presiding clerk and clerk of Permanent Board plan to join me for a workshop in New England conducted by Duke Leadership Education on supporting volunteer leadership ecumenically. I look forward to being able to share some of the resources and perspective of Duke Leadership Education with others serving our yearly meeting at this time as together we envision to further equip and nurture our volunteer leadership.

Finally, through the support of the Lilly Endowment and the Massachusetts Council of Churches, Duke Divinity is for the first time offering a more foundational leadership training program that might be a good fit for other YM staff and volunteers. The program will be held in New England in 2016. Program participants are invited to apply for a \$5000 grant to support innovative projects benefitting their denominational organization – which offers the prospect of a net financial gain to the sponsoring organization as they invest both in their staff and their overall organizational capacity. I look forward to exploring this as a professional development opportunity for other YM staff in the coming months.

Pastoral Care Resources

As I have previously shared with M&C, PB and Personnel Committees, I remain troubled at the limited capacity in our yearly meeting at present to support the pastoral care needs of local meetings and individuals. This concern has surfaced strongly as I have worked with our staff in the annual performance appraisal and work planning process, as staff have seen their "case load" of youth and families facing serious life challenges grow without clear channels for sharing this work of accompaniment with our local meetings. I raise it here because I believe it is something crucial for us all to hold in our awareness as we seek to support the thriving of our meetings and the sustainability of the work we have asked our staff—and especially our youth ministries staff—to do. While the formal

responsibility for ensuring this support lies within the charge of Ministry & Counsel and the Secretary, the need to give more attention and devote further resources to this work is something I hope Permanent Board will keep in mind and in prayer as well.

Website & Database Upgrades This Year

This year I am working with Communications Technology Coordinator Jeff Hipp to make important improvements to neym.org and our database. Among some of the projects we are prioritizing are: rearranging menus on neym.org to provide clearer and more centralized access to valuable resources for committees and local meetings, including job postings and grant funding options; creating further documentation to help Friends make use of the website; creating consistent and detailed report templates and tracking to support our Development work; “refactoring” our website to make it perform more quickly and allow it to be viewed more easily across a range of mobile devices, and to make web pages more easily printable; creating a centralized capacity to confidentially track reports on visits to local meetings using our database, and to generate reports on visits for specific purposes; integrating our tracking of monthly meeting financial contributions into our Salesforce database; implementing online registration through our website and database for youth retreats, as a further step toward deploying online registration for other NEYM events year-round.

Two Grants Received, Awaiting Word on a Third

We have received two grants for approximately \$5000 each through Obadiah Brown’s Benevolent Fund (OBBF) in this funding cycle. The first will allow us to purchase video equipment and provide training for NEYM to develop the capacity to live-stream events, allowing people not attending a major NEYM event to watch live online remotely. The second supports Beth Collea and the Quaker Youth Education and New England FWCC Committees in producing a series of bilingual training videos using the Faith and Play religious education curriculum.

We are still awaiting word of a decision by the Shoemaker Fund on the proposal we submitted in October to support youth & young adult ministry in partnership with New York Yearly Meeting. We expect to hear the outcome of the Trustees discernment by mid-December at the latest.

Second Regional Quaker Youth Group Launched

Building on the success of a pilot project in the Boston metro area, Young Friends & Young Adult Friends Coordinator Nia Thomas has worked with Friends at Mt. Toby and Northampton Meetings to launch a regional Quaker youth group in Western Massachusetts. This group meets one Saturday evening per month, and is intended to supplement and extend the efficacy of the Young Friends retreat program by providing a more local, regional connection for a smaller group of teenagers, grounded in local meetings. I see these groups as an

exciting and important development as we explore the growth and deepening of our youth ministries beyond the weekend retreat model.

Outreach Conference & Religious Education Training Workshop

Through the partial support of OBBF, I am working with Beth Collea and Kathleen Wooten to plan a conference on Quaker outreach at Woolman Hill, April 29-May 1. It is intended as a small working weekend bringing together active practitioners, with approximately 2/3 of participants drawn from within NEYM, and 1/3 visitors from other yearly meetings. In this way, we hope to benefit from and strengthen a wider network and community of practice, while energizing our own work and sharing what we are learning with the wider world of Friends. Earlier, in March 2016, Beth and Melinda Wenner-Bradley of New York Yearly Meeting are leading a skills training workshop for religious educators in local meetings, also at Woolman Hill. I'm encouraged by the increasing shift I see us making toward providing opportunities for Friends to gather to build skills and share insights to help their work enlivening our local meetings.

SAGE comes to New England in December

Continuing this work of providing resources and building skills in local meetings, led by Fran Brokaw of Hanover Meeting a group of Friends are working to conduct the first training to train volunteers to work in elder care and advocacy with local meetings, adapting for our own region the ARCH (Aging Resources Consultation and Help) program that has been so successful in New York and Philadelphia Yearly Meetings. More information on this event is available as always on the NEYM website under the calendar of events.

Insurance Renewal

I have been working with our insurance agents at Church Mutual to review and update our general liability insurance coverage. I hope to have some limited possible changes clarified and the terms of our renewal finalized by the time we meet on Saturday. I do not currently expect significant expense changes to result from this process.

Annual Performance Appraisal and Work Planning Process

This is the time of year when I meet with all of our staff (except the Camp Director) to review their performance in the past year, and to set out goals and priorities for the coming year. The process has been delayed in the case of some staff members by personal crises or other concerns this fall, but I expect to have all of our meetings complete by Saturday. I will then share any recommended changes to job descriptions or other identified needs with Personnel Committee once the summaries and workplan are complete, hopefully the end of November.

Sessions: Castleton Multi-Year Contract

In a long hoped-for step to control annual cost increases for Sessions, I am

working with Castleton University to confirm a multi-year contract that would run until 2020, ensuring stable dates and assisting our budget projections. The current version of the contract, which I hope to finalize in the next couple of weeks, would limit cost increases for our key cost areas of room and board to just over 3% each, which would prevent a scenario of surprise increases that have been a challenge for us in the past in other Sessions venues.

Communications Strategy Review

Finding ways to improve our communications overall across the NEYM ecosystem has been a longstanding concern for me, and one that has been identified by several bodies, including the Structural Review and Long Term Financial Planning Committees. Over the next few months I will be working with staff to map our key constituencies and platforms for communication (e.g. our website, email blast/newsletter software and distribution lists, postal mailing lists, social media) to serve as the basis for an emerging communications strategy for the yearly meeting office. Going forward we will seek input from the Publications & Communications Committee, Coordinating & Advisory and others as we try to put in place a more consistent and comprehensive approach to how we can improve communication through our various formal systems at this stage in the life of NEYM.

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Treasurer's Report to Permanent Board

November 13, 2015

My on the job training is continuing as we go through the process of closing the books on FY15. Frederick Martin, our Accounts Manager, has been very patient in explaining the details (sometimes needing to repeat himself) of the closing process and how to use QuickBooks. The result of my learning how we have been doing things will be referring several policy issues to the Finance Committee for review and possible adjustments which would be brought to Permanent Board some time in the future.

Budgets:

I wish to thank everyone in the Yearly Meeting and all the Monthly Meetings for their contributions in the past year. Those efforts were very helpful and I hope we can build on them to ensure the healthy future for the Yearly Meeting.

In my report to the last Permanent Board meeting I said it looked like we would be running a deficit of approximately \$44,000, or about what we had budgeted. Immediately after that presentation Noah informed me that we had just received a \$20,000 donation. And the good news kept coming! As you can see from the accompanying preliminary year-end report our deficit for FY15 was only about \$11,000. That may increase a little as we make the final adjustments to the books before officially closing them.

In the year-end report I split individual and meeting contributions into 3 components: General (or undesignated) Contributions, contributions to Sessions Equalization, and Other Designated Contributions. I have done this to point out that to increase contributions by the percentages urged by Finance Committee we need to increase all classes, something I had not previously realized.

Finally, our Interest and dividend income is well below budget in part due to the timing of our year end. The stock market "correction" which occurred in late August-early September meant that the holdings of the Board of Managers of Investments and Permanent Funds experienced a slight loss over the past year. I do not feel this is a cause for concern. But this is one area where I will be asking the Finance Committee to review our current policies.

Banks:

At the last meeting Permanent Board formally agreed to the banking resolutions required by Santandar Bank. I have delayed opening the new account until after we closed FY15.

Shearman Taber
Treasurer

**NEYM – Preliminary Full Year
FY15 Operating Budget vs. Actuals
October 1, 2014 – September 30, 2015**

	Total		
	Actual	Budget	% of Budget
Income			
4010 Individual Contributions			
General Contributions	119,050.14		
Equalization	15,589.00		
Other Designated Contributions	1,207.00		
Total 4010 Individual Contributions	135,846.14	125,000.00	108.68%
4020 Monthly Meeting Contributions			
General Contributions	304,704.73		
Equalization	15,550.00		
Other Designated Contributions	1,194.00		
Total 4020 Monthly Meeting Contributions	321,448.73	320,000.00	100.45%
4030 Organizations Contributions	1.00		
4050 Interest and Dividend Income	5,115.06	11,000.00	46.50%
Total 4070 Books & Other Sales Income	\$ 14,281.80	\$ 15,500.00	92.14%
4080 Retreat Program Fees	51,887.11	50,000.00	103.77%
4085 Sessions Program Fees	185,007.00	190,000.00	97.37%
4099 Net Assets Released To/From	25,000.00	25,000.00	100.00%
Total Income	\$ 738,586.84	\$ 736,500.00	100.28%
Expenses			
5000 Staff			
5010 Salaries & Wages	275,498.04	273,482.00	100.74%
5020 Payroll Taxes	19,642.15	20,904.00	93.96%
5030 Benefits			
5033 Health Benefits	32,574.41	52,855.00	61.63%
5035 Retirements	25,625.76	24,429.00	104.90%
5040 Disability	1,542.83	900.00	171.43%
5045 Workers' Compensation	697.00	900.00	77.44%
5050 Spiritual Retreats	205.00	1,200.00	17.08%
5060 Staff Development	2,753.82	2,000.00	137.69%
Total 5030 Benefits	\$ 63,398.82	\$ 82,284.00	77.05%
Total 5000 Staff	\$ 358,539.01	\$ 376,670.00	95.19%
5100 General & Administration			
5110 Administration			
5120 Bank Expense	6,479.72	5,100.00	127.05%
5130 Contracted Services	4,897.79	6,000.00	81.63%
5140 Legal Services	966.75	10,000.00	9.67%
5150 Liability Insurance	3,010.00	3,000.00	100.33%
5160 Payroll Service	1,658.99	2,000.00	82.95%
5170 Recruiting Expense		0.00	
5180 Rent	9,350.00	9,350.00	100.00%
5190 Misc. Expense	827.26	0.00	
Total 5110 Administration	\$ 27,190.51	\$ 35,450.00	76.70%

	Total		
	Actual	Budget	% of Budget
5200 Office			
5210 Archives Office Expenses	123.00		
5220 Cleaning Services	242.00	265.00	91.32%
5230 Maint - Equip & Hardware	350.65	1,250.00	28.05%
5240 Postage	3,202.16	3,000.00	106.74%
5250 Office Equipment	2,064.99	2,000.00	103.25%
5260 Office Supplies	2,812.77	2,500.00	112.51%
5270 Printing & Copying	3,114.57	2,000.00	155.73%
5280 Software & Updates	4,758.06	2,800.00	169.93%
5290 Telephone	3,850.70	4,500.00	85.57%
5295 Misc. Office	23.91	600.00	3.99%
Total 5200 Office	\$ 20,542.81	\$ 18,915.00	108.61%
Total 5100 General & Administration	\$ 47,733.32	\$ 54,365.00	87.80%
5300 Travel & Conferences			
5310 Travel - Committee	3,338.21	2,600.00	128.39%
5320 Travel - Clerk	3,715.37	5,000.00	74.31%
5330 Travel - Programs	2,706.80	4,600.00	58.84%
5335 Travel - Representatives Travel	4,609.75	7,000.00	65.85%
5350 Travel - Staff	17,426.62	14,000.00	124.48%
Total 5300 Travel & Conferences	\$ 31,796.75	\$ 33,200.00	95.77%
6000 Programs			
6110 Sessions Room & Board	152,147.96	160,000.00	95.09%
6112 Retreats - Room & Board			
6114 Room Rental	24,512.60	20,000.00	122.56%
6150 Food Expense	17,091.22	10,000.00	170.91%
Total 6112 Retreats - Room & Board	\$ 41,603.82	\$ 30,000.00	138.68%
6125 Program Expenses			
6105 Honoraria - Speakers/Wkshp Ldrs	12,538.00	11,300.00	110.96%
6115 Equipment Rental	3,167.20	5,100.00	62.10%
6121 Supplies and Other Expenses	9,882.50	9,000.00	109.81%
6165 Pre-Sessions Expense	611.65	1,000.00	61.17%
Total 6125 Program Expenses	\$ 26,199.35	\$ 26,400.00	99.24%
6130 Committee Expenses - General	18,160.07	26,940.00	67.41%
Total 6000 Programs	\$ 238,111.20	\$ 243,340.00	97.85%
6140 Books & Other Sales Expense			
6142 Books	6,325.60	7,200.00	87.86%
6145 Other Items for Sale	402.38	600.00	67.06%
6147 Consignment Sales	4,382.18	7,200.00	60.86%
Total 6140 Books & Other Sales Expense	\$ 11,110.16	\$ 15,000.00	74.07%
6200 Benevolence			
6310 FGC	17,608.00	17,608.00	100.00%
6320 FUM	16,635.00	16,635.00	100.00%
6325 FWCC	7,206.00	7,206.00	100.00%
6330 Friends' Organizations			
6328 Ramallah Friends School	100.00	100.00	100.00%
6335 AFSC	300.00	300.00	100.00%
6340 FCNL	750.00	750.00	100.00%

	Total		
	Actual	Budget	% of Budget
6345 QEW	300.00	300.00	100.00%
6350 Friends Peace Teams	100.00	100.00	100.00%
6355 FWCC 3rd World Travel	500.00	500.00	100.00%
6360 QUNO	200.00	200.00	100.00%
Total 6330 Friends' Organizations	\$ 2,250.00	\$ 2,250.00	100.00%
6575 Other Organizations		650.00	0.00%
6590 Ecumenical Organizations			
6592 State Council of Churches	4,000.00	4,000.00	100.00%
6594 NE Council of Churches	150.00	150.00	100.00%
6596 NECL	150.00	150.00	100.00%
6598 World Council of Churches	100.00	100.00	100.00%
Total 6590 Ecumenical Organizations	\$ 4,400.00	\$ 4,400.00	100.00%
Total 6200 Benevolence	\$ 48,099.00	\$ 48,749.00	98.67%
6600 Publications			
6610 Yearly Meeting Minute Book	7,236.17	4,000.00	180.90%
6620 New England Friend	7,735.64	5,100.00	151.68%
6630 Other newsletters		500.00	0.00%
Total 6600 Publications	\$ 14,971.81	\$ 9,600.00	155.96%
Total Expenses	\$ 750,361.25	\$ 780,924.00	96.09%
Net Operating Income	-\$ 11,774.41	-\$ 44,424.00	26.50%
Net Income	-\$ 11,774.41	-\$ 44,424.00	26.50%

Thursday, Nov 12, 2015 11:38:08 PM PST GMT-5 - Cash Basis

Development Report
November 2015

Sara Smith, clerk

As books are closing on 2015, individual donations (to the general fund) for the Fiscal Year 2015 have reached \$135,846.14. It is with gratitude to our donors that I can report that we have exceeded our goal of \$125,000. How did we do this?

First, I have to thank everyone who gave, as every gift counts!

We continue to be blessed by anonymous donations of major amounts. We had 26 donors who gave of \$500 or more. Many were substantially more! Of special note is our first challenge grant of \$10,000, which was matched by more than \$20,000 of new or increased donations. This was a major incentive to giving in the final months, especially for first time donors.

Over the year we gained 31 new GiveMonthly donors. We have increased the amount we receive monthly by over \$800. Of this amount, \$553.67 was added after the challenge was announced. These donations should total \$6644.04 more over the course of 12 months. So in addition to our total for this year, we have gained more for next year as well. It is an easy way for people to give any amount, with gifts ranging from \$5 a month to more than \$100 a month.

There were 91 gifts that ranged from \$150 up to \$500, which is an important sign of vitality in giving. People give as they are able.

Gifts of \$51 to \$150 were very significant as well as over 289 gifts were in this range.

Finally 735 gifts were given in amounts smaller than \$50. Many of these were probably monthly gifts. I did not break it down between one time or monthly amounts.

It is exciting and extremely useful to have data from Sales Force. I look forward to using it more extensively in the future. One thing that is very interesting is our pattern of giving at the end of the fiscal year. Half of our gifts come in July, August and September. Understanding this and other patterns should help us better use our resources and plan appeals.

Report to Permanent Board
From the convener of the working group on MM relationships
November 21, 2015

Background: In August, 2013, PB minuted its willingness to take under their care “the shepherding of communication and relationship building with Monthly Meetings.” (PB 13-67). A working group was appointed to consider how this work might happen, what resources would be necessary, and how to discern which meetings to visit. Friends working on this through the 2+ years include Jan Hoffman, Deana Chase, Sara Smith, Bruce Neumann, Noah Baker Merrill, Kathleen Wooten, and ex officio, Holly Baldwin, In addition, Dulaney Bennett and Carol Savery-Frederick, both from Finance committee, participated.

To date, after more than 2 years of discussion, a total of 7 meeting visits have been made. This fall, acting as convener, I made a couple of attempts to gather the group by conference call, to discern whether this initiative is proving to be useful. Friends are very busy, and some did not respond the effort set up a meeting. I then wrote to the working group, asking for their thoughts on what we should do. Only one Friend replied, but it seems the message speaks for the other’s silence: *Here are my two cents. I think our group would have been better served if it had a specific project or concept it was promoting when it made visits. We suffered from a lack of focus and desire to be purely neighborly. . . . I feel we would be better off dissolving this group and try focusing on the work of LTFP as a strengthening tool in the relationship field. They may (and probably will) come up with ways to strengthen the ties among us, and have more of a specific thing to offer.*

I also have contacted most if not all people who had signed up to make visits. It looks like of the original list of 19, seven meetings have been visited. I got a variety of responses including:

- No, I never did it, and I had forgotten that I said that I would.
- Scheduling was a significant challenge for usPerhaps the biggest stumbling block, however, was our lack of clarity around why.
- We talked about it, but didn’t go
- I made three requests to schedule a visit, and only got one tardy response. I could try again but it doesn’t seem that there is much interest on their end.

Conclusion and recommendation:

It has been my sense for some time that this initiative has suffered from several factors:

- While PB Friends are in concept supportive of these efforts, not that many are actually comfortable making a presentation, especially when they are essentially representing the YM.
- Scheduling presentations has been far more difficult than imagined, due to several factors, including unresponsive meeting clerks and very full MM schedules which have no space for such a presentation.

- Some Friends have struggled with what seem an ambiguous charge: “Visit, make people think well of the YM, and ask for money if you are comfortable with that”

Acknowledging that friends have not engaged deeply with the work, and that the working group with some oversight has struggled to even meet, I think it is time to lay down the effort. We can, in its place, encourage Friends to visit as widely as they are led, on an impromptu basis. In such visits they can introduce themselves as PB members open to conversing with interested Friends.

Bruce Neumann

Report to Permanent Board, gathering at Hanover, NH on 21 November 2015
From the Ad-hoc Long-Term Financial Planning Committee
(prepared 17 November 2015)

Purpose:

As approved at Permanent Board's September 26 meeting at Burlington, VT, LTFPC confirms that it has launched a survey process to understand the work of NEYM's various committees.

Background:

On October 8, a request letter signed by Presiding Clerk Fritz Weiss and Permanent Board Clerk Sarah Gant was sent to clerks/co-clerks or other "designated contacts" of twenty-three YM committees, accompanied by a set of queries as well as by relevant minutes approved at Sessions 2015. These were a) the statement of purpose and the five priorities proposed by LTFPC and b) the minute accepting the report to Sessions of the Ad Hoc Structural Review Committee concerning its work over the last three years, and the resulting conclusions reached. Committees were asked to respond back to LTFPC in writing by November 14 – just over five weeks from the date of the outbound mailing.

As of this morning, I am delighted to report that seventeen committees (74% of those asked) have found time to discern and comment on our committee's queries and have returned their written replies. As was acknowledged at our September PB meeting, the proposed time frame was *extremely* tight; we have seen however that Quakers can move at warp speed when prompted! I am confident that I speak for LTFPC as a whole in expressing profound gratitude for the enormous care invested in this process by these committees thus far. Almost all responding committees reported finding the queries of value in considering the nature and structure of their work, as well as its relationship to Friends in New England.

Two committees expressed a wish that there had been more time available so as to enable them to engage in more deeply centered worship and corporate discernment about these important questions. In response to this expressed concern regarding time, I have clarified for these committees, and clarify now for the Permanent Board, that this survey process was a "getting-started" step intended to take inventory of the specific work that is going on in NEYM committees. Given the fact that the requested reply-by date was only three days ago, LTFPC has not had the chance to read and consider the reports and to gather in committee for the worshipful work of understanding what we have been given, and of discerning rightly ordered and productive next steps to move the work forward. We will meet to begin this process on Thursday evening November 19, and expect to have more information -- a "flash report" -- to share with Permanent Board on Saturday. There will be continuing engagement with the committees that have responded, and hopefully as well with those that have not yet done so. Again, we are at the beginning of something; the middle and the end are waiting for us.

Action:

As of this writing, no action is requested regarding our committee's work. As we begin and continue our discernment in this phase, we expect to bring forward one or more proposals. **Finance Committee has proposed Hannah Zwirner Forsythe as their representative to LTFPC, and Nominating Committee has put forward their Clerk, Connie Kincaid-Brown, to represent them. LTFPC looks forward to working with Connie and Hannah and asks PB to approve their service on our committee.**

Respectfully submitted,

Chris Gant (Beacon Hill Monthly Meeting), Clerk, Long-Term Financial Planning Committee
(Ginny Bainbridge, Brad Bussiere-Nichols, Deana Chase, Hannah Zwirner Forsythe, Sarah Gant (ex officio), Ralph Gentile, Ben Guaraldi, Connie Kincaid-Brown, Noah Baker Merrill (ex officio), Sara Smith, Shearman Taber)

John Henry Foster

July 1, 1926 – June 5, 2015

John H. Foster was born July 1, 1926, the son of Henry Cope Foster and Thyra Jane Meyers of Warwick, Rhode Island. He grew up on a thirty-cow heritage dairy farm in a strongly Wilburite Quaker family. His grandparents wore plain dress, hats, and bonnets. The family used plain language. They had become Quakers in 1750. They attended Quarterly Meeting in the North Dartmouth, Massachusetts, meetinghouse which John was to later help move to Woolman Hill in Deerfield, Massachusetts.

John graduated in 1944 from Westtown Friends School in Pennsylvania, in keeping with the family tradition. Instead of being granted his application for conscientious objector status in World War II, John was given a farm deferment from military service. He earned a bachelor's degree from Cornell University in 1950, a master's degree from Purdue University in 1951, and a doctorate from Cornell in 1957.

In 1951, John was sent by the American Friends Service Committee to the British Quakers' Rural Development Center, a Gandhian-style village in central India. John worked in this village for two-and-a-half years, leading to a lifelong involvement with Indian farming and agriculture.

In 1952, John met Georgana Falb, his wife to-be, at a square dance at an American school in the Himalayas. Georgana was just finishing a three-year term with a Methodist service project in Calcutta. After a two-year courtship by letter, they married in 1954 under the care of Providence Friends Meeting in Rhode Island. John was the first man in seven generations of his family to marry out of Meeting and not be disowned.

From 1957 to 1990, John served on the faculty at the University of Massachusetts at Amherst. He taught in the Department of Agricultural Economics (later called Resource Economics) for thirty-three years, six of these as department chair. His colleagues say he listened carefully to every word they said, making it easier for differing personalities to collaborate.

John brought the practices of Quaker discernment and decision-making to his teaching, as to other areas of his life. He was nominated by his students for several Distinguished Teacher awards. He founded the Center for International Agriculture. In addition to his work in India, his teaching and research extended to rural development in the third world and to land economics in the United States. He did pioneering work in the economic valuation of wetlands, enabling the passage of wetlands conservation law in Massachusetts. This became a model for national legislation.

In 1960, John and Georgana moved into an 1806 farmhouse in Leverett, Massachusetts. Both were active in town government. In 2013, the town named them Citizens of the Year, in thanks for their 48 years of service on town boards and committees. John was a

member of the Planning Board, the Personnel Board and the Historical Commission. He served as Selectman, chair of the Police Advisory Commission, and as president and treasurer of the Historical Society. He chaired the committee which closed the landfill and built the transfer station. He helped to bridge differences between townspeople and Buddhist monks in the building of the New England Peace Pagoda.

John's pastimes showed his farming roots: gardening; building stone walls and walkways; making maple syrup; growing and grinding White Flint Indian Corn; shelling black walnuts; making apple cider and applesauce. John used to say that living in an old house was hobby enough.

For sixty years, John was an active member of Mt. Toby Meeting. He served as meeting clerk when the Mt. Toby meetinghouse was being built in 1964. He served as recording clerk and as treasurer. He was active on many committees: Overseers, Ministry and Worship, Meetinghouse, Finance, Burial, and Land Use. He was Trustee of the Greenfield Preparative Meeting.

In the wider Quaker world, John was clerk of the Board of Directors of Woolman Hill Quaker Conference Center, member of the Board of Governors for the Quaker United Nations Program, and member of the Permanent Board and Finance Committee of New England Yearly Meeting.

On July 18, 2015, a Memorial Meeting was held at Mt. Toby where John was known and loved by many. John was remembered as wise and informed, humble and kind, steadfast and faithful.

John is survived by his wife, Georgana Falb Foster; their son, Ethan Foster and daughter-in-law, Natalie Golden; their son, Joshua Foster; their two grandsons, Caleb and Jeremy; and by John's sister, Thera Hindmarsh.

Approved September 13, 2015
Mount Toby Monthly Meeting
Leverett, Massachusetts

Friends Camp

New England Yearly Meeting of Friends

Director's Report

November 11, 2015

During the last two and half months, I have spent most of my time on projects and events connected with general management, recruitment of campers, tasks associated with the end of the fiscal year, and other tasks connected to the current fiscal year that started on October 1, 2015. Many of these time-consuming changes and adjustments are needed insure that the QuickBooks financial software and the CampMinder registration software will work properly for the 2015 - 2016 fiscal year.

This fall has been a busy time for weekend rentals with programs or rentals every weekend between September 18 and October 18, 2015. We have had the following groups at camp; Waterville Hospice - Ray of Hope Camp, Common Ground Fair, Proctor & Gamble Retreat, Alternative Sentencing Work Crews and a wedding in October.

Our camp families are able to sign up earlier this year with the online CampMinder registration program. We started this year's registration two months early on October 15, 2015. As of November 11th we have 27 campers who have signed up for the 2016 summer season. The total camper goal for this coming season is to have 728 camper-weeks or 364 campers attending for two weeks. This is 18 more camper-weeks than last summer.

My update on the hiring counselors and staff for upcoming summer is very limited at this time in our off season calendar. The Assistant Directors, our Maintenance Director and one of our cook's will be returning in 2016. Our nurse, Laura Sawyer, will be returning for a third summer. I plan to complete the hiring of counselors and support staff in April.

On October 14th, 1676 appeal letters were mailed to supporters and Monthly Meetings asking for donations for the Sink and Bathroom project. As of November 11, 2015 we have had donations from this mailing totaling \$5,505, with only \$2,325 of this amount designated for the Sink and Bathroom project.

In October and November, I have worked with the Finance Committee to update the 2015-2016 budget.

This year for the first time we applied for and received American Camp Association/New England Camperships funds for three low income youth totaling \$1,800.

This fall, I have started to work on the four main areas of our marketing efforts: updating the web site for 2016 season, designing and mailing the paper promotional rack card, and designing and sending out e-newsletters in October and November.

Because of the need to use just one Federal EIN number for our payroll, I have working with the Yearly Meeting's Account Manager on setting up a new payroll system with a company called PayChex. During October, I worked with our web master remove a major virus from the Friends Camp website.

On the Buildings and Grounds front, we completed the following projects for this year's capital projects list: major repairs to the foundation of the Meeting House and the jacking and leveling of five of the upstairs cabins. Projects that are ongoing are the renovations of the Big Bird Bathrooms to include twelve additional hand washing sinks, painting, and new lighting.

In early October, we had work crews from the alternative sentencing program of the Kennebec County Jail. Between 36 and 24 workers painted many of the cabins and a few of larger buildings, and they also worked on twenty-three other projects over the five days between October 2nd and October 7th. For these work crews, we provided many gallons of paint totaling \$1,165 and purchased lumber and supplies costing \$766. Some of the more important projects that were completed include;

- Re-cut the nature trail
- Cut trees & brush for the new ceramic arts building
- Cut trees and bushes between the upstairs cabins
- Taking in of the watercraft docks
- Cut back trees and brushes at the waterfront
- Clean the attic of the Boathouse
- Painting of the roof trim and the bathroom of the West View Cottage
- Rebuild screens on the Health Hut porch
- Fixing the ramp on Falcon Cabin
- Building two new picnic tables
- Replace the ramp on the West View storage shed

I have started working with the Sustain Mid Maine Coalition on looking at ways that Friends Camp can reduce its electricity costs and reduce the oil/gas costs with solar power.

In closing, I am pleased to share with you that I have completed the second part of retreat at Woolman Hill in early November. This Circle of Trust retreat series was offered by Valerie Brown from Pendle Hill. These two retreats are based on the work of Parker Palmer, and they helped me explore issues of transition, vocation, life passion, purpose, aging, and underlying life patterns.

Submitted by,

Nat Shed, Director

The New England Yearly Meeting of Friends has oversight and fiscal responsibility of Friends Camp in these areas:

1. The sale and purchase of property.
2. The approval of all loans, lines of credit, and mortgages lasting more than twelve months or beyond the end of the fiscal year.
3. The hiring, probation, and dismissal of the Camp Director.
4. The convening of an ad hoc Friends Camp Review Committee every five years that will focus on one or more queries, such as: What is the mission of Friends Camp? How are Quaker values integrated into the programs and schedule at Friends Camp? What is the financial health of Friends Camp? Are there any safety concerns at Friends Camp? What is the condition of the camp buildings and property? Is Friends Camp an ongoing and vital ministry of the Yearly Meeting? Or any other issues of interest or concern.
5. Ongoing financial oversight, with regular professional reviews every third year, or as needed.
6. An outside review every third year by the American Camp Association’s accreditation system.
7. Implementing and maintaining a successful nomination structure for the Friends Camp Committee.
8. The indirect oversight of the Friends Camp annual program budget and capital budget that is reported with the New England Yearly Meeting budget to Sessions for approval.
9. The assumption of all payments and debts that cannot be paid out of Friends Camp budget or accounts.
10. The duties and responsibilities of the Friends Camp Committee that are outlined in this document, as well as the mission of Friends Camp, can be changed or modified only by the Permanent Board and/or by New England Yearly Meeting Sessions.

Friends Camp Mission Statement

The mission of Friends Camp is to give youth and families a unique outdoor camp for spiritual, emotional, and creative growth. Friends Camp strives to be a caring and accepting community that embraces the faith and practices of Friends (Quakers) as one of many ways of helping youth discern a true and healthy path into adulthood with group worship, recreational activities, artistic pursuits and work projects. Friends Camp is owned and operated by the New England Yearly Meeting, Religious Society of Friends (Quaker). The connection between Friends Camp and the rest of the Yearly Meeting will be noted on all promotional and informational materials distributed by Friends Camp and by the Yearly Meeting.

Friends Camp Committee

The Friends Camp Committee is part of the governing structure for Friends Camp, sharing its duties and responsibilities with the Permanent Board, the Yearly Meeting Sessions, and, on a limited basis, the Yearly Meeting Secretary. The Friends Camp Committee will conduct business in the manner and practice of Friends. As guidelines for their process and their discernment of policy, the Friends Camp Committee will use the Faith and Practice of New England Yearly Meeting of Friends, the NEYM Personnel Policy Manual, and the governance publications of the Friends Council of Education.

Nominating Process for the Friends Camp Committee

(This section was approved by Permanent Board on May 10, 2014.)

Friends Camp Committee members shall be nominated by the Friends Camp Nominating Committee, which shall consist of two persons appointed by the Clerk of the Friends Camp Committee and three persons appointed by the Internal Nominating Committee of the Yearly Meeting Permanent Board. Appointments to the Friends Camp Nominating Committee shall be for two years, with an option for reappointment.

When making appointments to the Friends Camp Committee, the new Yearly Meeting Nominating Committee for Friends Camp will seek members who have experience and skills in finance, development, property management, personnel, business/not-for-profit leadership, education, accounting, law, youth services, and Quaker service and process.

This committee will nominate members to the Friends Camp Committee annually before June 30th for a term that will start on the last day of New England Yearly Meeting Annual Sessions. These annual nominations will be announced in the advance documents for the Yearly Meeting Sessions and will be approved by the Permanent Board and Yearly Meeting Sessions in August.

The new Nominating Committee shall also work with the Camp Committee Clerk and the Camp Director to provide orientation and training for new and current committee members.

As needed, the Camp Director and/or the Yearly Meeting Secretary may serve as ex-officio members of the Friends Camp Nominating Committee. Any Friends Camp Committee member may resign at any time by giving notice of resignation to the Clerk or to the Recording Clerk. The Nominating Committee will also receive notice of any resignations.

Camp Committee Membership & Terms

The number of Friends Camp Committee members shall be at least seven and no more than fifteen. At least two-thirds of the members of the Friends Camp Committee shall be members or active attendees of a Friends Meeting in New England Yearly Meeting. Each Friends Camp Committee member shall serve for a term of three years and shall be able to serve for up to three terms, or up to nine years. The terms shall be organized into classes of up to five members, so that one-third of the Friends Camp Committee is appointed or reappointed each year. A Friends Camp Committee member who has missed three or more consecutive committee meetings may be asked by the Clerk to resign.

Friends Camp Committee member vacancies may be filled and approved at any time by the Yearly Meeting Friends Camp Nominating Committee. Friends Camp Committee Members who are given a midyear appointment will be assigned by the Recording Clerk to one of the three classes and will serve their first Friends Camp Committee term for one, two, or three years, based on openings in one of the three classes.

The Governance Practices of the Friends Camp Committee

The key areas of responsibility for the Friends Camp Committee are twofold: firstly, supervision and evaluation of the Camp Director; secondly, ensuring that the duties and responsibilities outlined in the committee position descriptions and the committee descriptions are carried out effectively to promote the mission and objectives of Friends Camp. The Friends Camp Committee shall have the responsibility and authority to define the vision, values, and the short and long term objectives of Friends Camp. It will be the responsibility of the Camp Director to define and implement the tasks and actions needed to accomplish the objectives that have been outlined by the Friends Camp Committee.

Furthermore, the Camp Committee will define clearly the scope of authority of the Camp Director, and it will define the limitations of what the director can and cannot do.

Meetings of the Friends Camp committee shall be held three or four times each year, at a reasonable time and place designated by the Clerk. As needed, the Clerk may designate additional meetings.

The Friends Camp Committee meeting held between August 15th and November 15th shall be designated as the Friends Camp Committee Annual Meeting. During the Annual Meeting the Executive Council, committee chairs, and committee memberships are defined and will be in place until the next Annual Meeting.

The members of the Friends Camp Committee shall receive ten days of advanced notice of all meetings. This notice may be given in writing, in person, by internet, by phone, or by any other effective method. A quorum for the Friends Camp Committee shall be 50 percent of the current active members. A quorum for any of the committeesub-committee meetings will be at least two participants.

Members shall be able to attend the Friends Camp Committee meetings and sub-committee meetings in three ways: face-to-face, telephone, or internet, so long as all of the members can be heard and can share ideas and opinions. Friends Camp Committee members participating by telephone or by internet will count as part of a quorum.

The Friends Camp Committee and Clerk may set up sub-committees and appoint additional non-committee members to sub-committees, as it is deemed necessary, to help fulfill the mission and objectives of Friends Camp.

All Camp Committee members will be expected to join at least one of the standing sub-committees and to attend virtually all the Friends Camp Committee meetings. In addition to the regular committee members, non-committee member volunteers may be asked join one of the five standing sub-committees. Members of these sub-committees who are not on the Friends Camp Committee will have the option to serve without terms or limits on the length of service.

Budget process

The Friends Camp fiscal year will start on October 1st and end on September 30th.

Each spring the Friends Camp Committee will approve an operating budget and a capital budget for the Fiscal Year that starts on October 1st. Prior to April 1st of each year, *(the dates in this section may be adjusted for the final document to assure timelines for each group are met)* these budgets will be forwarded to the Yearly Meeting Finance Committee. The Yearly Meeting Finance Committee or a subcommittee of the Finance Committee will review the Friends Camp budgets to see if they are: balanced, conform to generally accepted accounting practices and reflect realistic and sound fiscal management. The Yearly Meeting Finance Committee will not approve or disapprove any individual line or item in these budgets. If the Finance Committee has concerns about the overall operating budget or about parts of the capital budget they can make suggestions to the Camp Committee prior to the Camp Committee meeting on the first Saturday of May. The Camp Committee will review these suggestions and will make any needed adjustments in the budgets prior to the May Permanent Board Meeting. The Friends Camp operating budget and the capital budget will included as part of the Yearly Meeting budget that comes up for approval at the New England Yearly Meeting of Friends Sessions in August.

The Camp Director in consultation with the Friends Camp Committee is empowered to make needed budgetary adjustments during the Fiscal Year as follows. Any budget line items that go over, or are projected to go over, the budgeted amount at the end of a fiscal year can be

adjusted by the Camp Director and the Friends Camp Treasurer as long the total amount of the overage is no more than three percent (3%) of the total budgeted expenses for the fiscal year. The additional funds to cover such a budgetary overage would come from available Friends Camp unrestricted or temporarily restricted funds.

If at any time during the fiscal year, overall expenditures are, or are projected to be, more than three percent (3%) over the approved budgeted amount, the Camp Director and Friends Camp Treasurer will submit a updated draft budget to the Yearly Meeting Finance Committee and to Permanent Board for approval.

Friends Camp monthly income/expenses and the balance sheet are reviewed by the accounting firm and by the Friends Camp Treasurer each month. The Friends Camp Treasurer reports quarterly to the Camp Committee on the financial health of Friends Camp. These monthly and quarterly reports will be shared with the Clerk of Yearly Meeting Finance Committee, the Yearly Meeting Treasurer and the Yearly Meeting Secretary.

The annual financial statements will be distributed to the Friends Camp Committee, the Yearly Meeting Finance Committee, the Yearly Meeting Secretary, the Yearly Meeting Treasurer and Permanent Board. If needed the Yearly Meeting Finance Committee can request that the Camp Committee provide progress reports on any capital projects.

The Friends Camp Committee shall adopt, and from time-to-time review, the fiscal policies that govern internal controls and other significant aspects of a sound fiscal operation. The fiscal policies shall assure that Friends Camp will have sound financial controls that are appropriate under generally accepted accounting principles, including ongoing financial oversight, with regular professional reviews every third year or as needed. The overall budget of the New England Yearly Meeting will include the expenses related to any professional financial reviews.

The Friends Camp Director, following NEYM policy, may accept on behalf of the New England Yearly Meeting of Friends contributions, bequests, or legal devises and trusts that are earmarked as donations for the benefit of Friends Camp.

Professional Leadership

The Camp Director is responsible for administering the programs of Friends Camp. The Camp Director is accountable to the Friends Camp Committee and shall work closely with the Friends Camp Committee to fulfill its visions and objectives. The Camp Director, as authorized by the board's fiscal policy, shall sign checks and enter into agreements which are necessary to carry out the objectives of Friends Camp. The Camp Director may hire staff members as authorized in the annual budget. The Camp Director shall be an ex-officio member of the Friends Camp Committee and all of the sub-committees, except the Personnel Committee.

All seasonal and permanent staff shall be supervised by and accountable to the Camp Director. Seasonal hiring shall be conducted in full compliance with the New England Yearly Meeting policies. Friends Camp shall not hire any employees who are members of the immediate family (spouse, grandparent, parent, brother or sister, son or daughter) of the Camp Director or any Friends Camp Committee members, unless the members of Friends Camp Committee approve.

Hiring & Evaluating the Camp Director

When needed, the Friends Camp Committee Clerk, Clerk of YM Personnel Committee, and the Clerk of Permanent Board will appoint a hiring committee. (They will follow the guidelines of the Yearly Meeting Personnel Policies in bringing the name of a new Camp Director to New England Yearly Meeting Sessions for hiring.) In some situations, an acting or temporary Camp Director may be needed to manage Friends Camp because of sabbatical, illness, or termination. If a

temporary Camp Director is needed, the Camp Committee Clerk, Clerk of Permanent Board, and the Yearly Meeting Secretary will meet to appoint an acting Camp Director until a permanent Camp Director is hired and approved. The appointment of a temporary Camp Director will be confirmed or rejected by the Permanent Board.

An annual evaluation of the Camp Director shall be implemented and facilitated by the Friends Camp Personnel Committee as described below. The Camp Director is hired at the New England Yearly Meeting Sessions and, following a probationary period, works until resignation or termination.

Friends Camp Committee

The Friends Camp Committee shall have a Clerk, a Recording Clerk, a Supervisor of the Director, Clerk of Buildings & Grounds, and a Treasurer. These positions will make up the Executive Council. Any committee member may hold two or more of the committee positions, except the Clerk, who may not also be the Treasurer.

Executive Council

The Executive Council members are: Clerk, Recording Clerk, Supervisor of the Director, Treasurer, and Clerk of the Building & Grounds Committee with the Camp Director serving ex-officio. The Executive Council can conduct business on the phone, on the internet, or face-to-face, if a majority of the members are able to participate in the meeting. As needed and between Friends Camp Committee Meetings, the Executive Council may set important and time-sensitive policies in the areas of personnel, safety and finance.

Friends Camp Governance Document Appendices 1-4

Appendix 1:

Relationship of Camp Director to the Yearly Meeting Secretary and to the Yearly Meeting:

- Attends most of the full day Yearly Meeting staff meetings;
- Meets with the Yearly Meeting Secretary two or more times per year, and as needed;
- Submits Annual Work Plan to the YM Secretary;
- Reports to Permanent Board annually;
- Reports to Yearly Meeting Sessions verbally and with a written report as part of the advance documents;
- Meets, as needed or when asked, with the Coordinating & Advisory, Finance, Development, Youth Programs, and Personnel committees of the New England Yearly Meeting of Friends.

Relationship of Yearly Meeting Secretary to the Camp Director and to the Camp Committee:

- The Yearly Meeting Secretary shall meet with the Camp Director two or more times per year, and as needed;
- The Yearly Meeting Secretary is an ex-officio member of the Friends Camp Committee and of the Friends Camp Nominating Committee and will attend meetings as needed and appropriate;
- The Yearly Meeting Secretary receives the minutes of the Friends Camp Committee and the Camp Director's quarterly and annual reports and the annual work plans.
- If needed, and only in situations that are critical to the safety of campers, staff, and guests, a major financial concern and/or any serious issue concerning the overall reputation of Friends Camp or the New England Yearly Meeting of Friends and with the advice and consent of the Coordinating and Advisory Committee, the Yearly Meeting Secretary can put on probation or dismiss the Camp Director.
- As needed, he or she will serve as a member of the hiring team for a temporary Camp Director.

Appendix 2: Friends Camp Committee – Volunteer Portfolio Descriptions

The **Clerk** shall preside at all meetings of the Camp Committee and Executive Council. The Clerk shall request that committee members and others join one or more of the six standing and, if needed, any ad hoc committees. The Clerk also:

- Oversees the Friends Camp Committee and all of the sub-committees, except the Friends Camp Nominating Committee;
- Works in partnership with the Camp Director to make sure that the Friends Camp Committee minutes and resolutions are carried out;
- Ensures that “Friends” decision-making practices are used during the Camp Committee meetings;
- Calls special Friends Camp Committee and sub-committee meetings, as necessary;
- Ensures that each of the five sub-committees has a chair and that each sub-committee has an appropriate number of members to complete the work of the sub-committee;
- Assists the Camp Director in preparing notices and agendas for the Friends Camp Committee meetings;
- As needed, works with the Friends Camp Personnel Sub-Committee to coordinate Camp Director's annual performance evaluation;
- Periodically consults with Friends Camp Committee members on their roles and helps them assess their effectiveness and overall performance;
- Provides Leadership to define the purpose and the successful long-term objectives needed for the implementation Friends Camp’s mission;
- As needed, works with the Clerk of NEYMPermanent Board and/or the Presiding Clerk to appoint a committee to recruit and make hiring recommendations for a new Camp Director;
- Serves as the Friends Camp Committee’s liaison to the Permanent Board;
- Writes the Annual Report for the Yearly Meeting Sessions.;
- Supervises and supports the five sub-committee chairs and other key positions on the Friends Camp Committee;
- Designs and implements an every third year evaluation of the Friends Camp Committee with the help of an independent consultant;
- The Clerk shall perform all of the duties that are approved by the Friends Camp Committee.

The **Assistant Clerk** shall carry out the duties of the Clerk when the Clerk is absent or incapacitated. He or she shall have the same power and duties as the Clerk and shall perform all of the duties approved by the Friends Camp Committee. Some of these duties are: Carries out special assignments as requested by the Camp Committee Clerk; Understands the responsibilities of the Committee Clerk and is able to perform these duties in the Clerk's absence; as needed, Sets up Camp Committee meetings with internet, phone, and face-to-face options; Assists the Committee Clerk with the annual Camp Board evaluations; and Participates as a vital part of the Camp Committee leadership. **The Assistant Clerk ordinarily will become the next Camp Committee Clerk.**

The **Recording Clerk** shall, in general,

- Have charge of such books, documents, and papers as the Friends Camp Board may determine;
- Keep, or cause to be kept, a true and complete record of the meetings of the Friends Camp Committee;
- Give, or cause to be given, notice of all committee meetings;

- Keep, or cause to be kept, a record containing the names of all persons who are members of the Friends Camp Committee, showing their names, places of residence, and contact information.

Some additional duties may include:

- Attend the Camp Committee meetings and, if needed, finding a replacement Recording Clerk if unable to attend a meeting;
- Ensure the safety and accuracy of all Camp Committee records;
- Take the Camp Committee meeting minutes and shares these minutes with the Camp Committee, Yearly Meeting Coordinating and Advisory Committee, the Permanent Board Clerk, and others as needed (Every five years the Camp Committee minutes and other important documents that are no longer in current use will be transferred to the Yearly Meeting archives.);
- Keep a master minute book that is paper or online format and is updated and accurate;
- Send the minutes and other Friends Camp documents to the Yearly Meeting Archivist.

The **Treasurer** shall have responsibility for all of the Friends Camp funds and securities subject to minutes or directives from the Friends Camp Committee. The Treasurer shall keep, or cause to be kept, full and accurate accounts of receipts and disbursements and shall deposit, or cause to be deposited, all funds and other valuable effects in the name of and to the credit of the Friends Camp Committee in a depository or depositories designated by the Friends Camp Committee. The Treasurer shall give to the Clerk and/or the Friends Camp Committee, whenever they require it, an account of financial transactions and of the financial condition of Friends Camp and shall, in general, perform all other financial duties that are approved by the Friends Camp Committee. Some additional duties of the Treasurer include:

- Serve as the chair of the Finance and Development Sub-Committee;
- Work with the Camp Director to ensure that appropriate financial reports are made available to the Friends Camp Committee;
- Present the annual operational and capital budget to the Friends Camp Committee for approval;
- Review the accountant's audit reviews and answer questions about the audit review;
- Recruit non-Camp Committee members to join the Finance & Development Sub-Committee;
- Conduct a monthly review of the program budget, capital budget, and the balance sheet;
- Review and make regular financial reports to the appropriate Clerks and staff members of the New England Yearly Meeting;
- Serve as Camp Committee's liaison to the Yearly Meeting Finance Committee.

The **Supervisor of the Camp Director** will have regular supervision meetings with the Camp Director. He or she also:

- Collaborates with the Camp Director to create an annual evaluation instrument that elicits input from various constituencies such as camp staff, parents, other Committee members, etc.;
- Writes and/or reviews the expectations and the limitations of the Camp Director;
- Serves as a member of Friends Camp Committee Personnel Sub-Committee;
- Serves as Friends Camp Committee's liaison to the Yearly Meeting Personnel Committee and, if appointed, he or she can also serve as a member of the Yearly Meeting Personnel Committee.

The **Buildings & Grounds Committee Clerk** will have an understanding of state/local building and zoning codes and the American Camp Association standards. This position also:

- Will hold two or more Buildings & Grounds Sub-Committee meetings each year;

- Regularly communicate with the Camp Director and, when needed, the Maintenance Director;
- Recruit non-Camp Committee members to join the Buildings & Grounds Sub-Committee.

Appendix 3: Friends Camp Committee – Sub-Committees, Responsibilities and Tasks

Sub-Committee Clerks (Finance & Development, Personnel, Building & Grounds, Health & Safety and Program & Evaluation Committees):

- Convene between one and four sub-committee meetings per year and any additional meeting as needed;
- Set dates and locations for sub-committee meetings;
- Coordinate the use of internet, phone, and face-to-face options for all sub-committee meetings;
- Submit a written sub-committee report for each of the Friends Camp Committee meetings;
- Recruit non-Camp Board members to join the sub-committee;
- As needed, communicate with the Friends Camp Committee Clerk and the Camp Director.

Finance and Development Sub-Committee:

- Works with the Camp Director to help implement plans for the development of a financial foundation that will meet the program goals and the capital goals;
- Reports on the long-range financial plans for; staffing needs, programs development, new/replacement of buildings, and land acquisition.

Personnel Sub-Committee:

- Completes the annual evaluation of the Camp Director;
- Develops and reviews the personnel policies for the seasonal staff to conform to Quaker practices, governmental rules, and American Camp Association standards.

Building and Grounds Sub-Committee:

- Works with the Camp Director and the Maintenance Director to develop long-term and short-term property and equipment goals and objectives;
- Reviews and reports on the implementation of governmental rules and the American Camp Association standards for buildings and land management;
- Works with the Camp Director and the Treasurer to develop the annual operational budget, the capital budget, and the long-range capital projects list;
- Plans and organizes work projects in the spring and fall for volunteers and community organizations.

Health and Safety Sub-Committee:

- Reviews and reports on the governmental rules and American Camp Association standards for the health and safety of the campers, guests, and staff members;
- Prepares an annual health and safety risk report;
- Reviews the insurance needs of Friends Camp.

Program and Evaluation Sub-Committee

- Evaluates the Quaker practices and the ways youth can explore their faith at Friends Camp
- Reviews and reports on the evaluations from campers, parents, rental groups, and guests
- Reviews the American Camp Association (ACA) standards and reports on any feedback from the ACA standards visit
- Works with the Clerk on the development and maintenance of a committee procedures manual, on the training and development of committee members and on the annual evaluation of the Friends Camp Committee.

Appendix 4

Mission

The goal of Friends Camp is give youth and families a unique outdoor camp for spiritual, emotional, and creative growth. Friends Camp strives to be a caring and accepting community that embraces the faith and practices of Friends (Quakers) as one of many ways of helping youth discern a true and healthy path into adulthood with group worship, recreational activities, artistic pursuits and work projects.

Friends Camp Objectives

- To live the Quaker values which include **S**implicity, **P**eace, **I**ntegrity, **C**ommunity, **E**quality and **S**ustainability.
- To create an atmosphere of love and acceptance where special friendships can develop in a natural environment.
- To develop a Quaker community of counselors and campers who see the Light of God in everyone.
- To offer interesting, creative, non-competitive, competitive, and fun activities that help young people grow into healthy and responsible adults.
- To promote sustainable environmental practices.
- To expand socio-economic and racial diversity by providing affordable tuition and camperships.

Revised purposes and procedures for Friends Camp Committee Revision 8/5/2014, Approved at Sessions 2014

Introduction

The closing and sale of Friends Home raised significant concerns about Yearly Meeting's oversight of programs under its care. At the prompting of our current Friends Camp Director, Nat Shed, and with his full support and participation, Permanent Board established an ad-hoc Committee on Friends Camp Governance. Working from an understanding that Friends Camp continues to be a vital ministry of the Yearly Meeting, the ad-hoc committee sought to clarify and strengthen the relationship of Yearly Meeting and Friends Camp. This revised Purpose and Procedures for Friends Camp Committee is the result of that work. A more detailed document, the beginnings of an Operations Manual for the Camp Committee, that outlines more fully committee responsibilities and structures was also developed and is available on the NEYM website.

Purpose

The Friends Camp Committee ensures that the mission of Friends Camp is fulfilled and acts on behalf of New England Yearly Meeting to ensure that these areas of oversight and fiscal responsibility are attended to properly. The Friends Camp Committee is part of the governing structure for Friends Camp, and shares its duties and responsibilities with the Permanent Board, the Yearly Meeting Sessions, and, on a limited basis, the Yearly Meeting Secretary. In recognition of the Camp's unique place in the Yearly Meeting organization, the areas of responsibility are delineated:

1. Initiation of the sale and purchase of property will be by the Committee. Final authorization will be by Permanent Board.
2. The hiring, probation and dismissal of the Camp Director is the responsibility of Sessions or its designated representative. Supervision and evaluation of the Director is the responsibility of the Committee.
3. Permanent Board will implement and maintain a successful nomination structure for the Friends Camp Committee.
4. NEYM finance committee will provide ongoing financial oversight, with regular professional reviews every third year, or more often as needed.
5. Approval of all loans, lines of credit, and mortgages lasting more than twelve months or beyond the end of the fiscal year will rest with Permanent Board.

6. All payments and debts that cannot be paid out of Friends Camp accounts will be appropriately assumed by the NEYM general operating accounts.
7. The Committee will define and implement the vision and short- and long-term objectives to fulfill the mission of Friends Camp as determined by NEYM at sessions.
8. The Committee will arrange for outside review every third year by the American Camp Association's accreditation system, the cost to be included in the NEYM operating budget.
9. The Committee will coordinate with Permanent Board to convene an ad hoc Friends Camp Review Committee every five years that will focus on one or more queries, such as: What is the mission of Friends Camp? How are Quaker values integrated into the programs and schedule at Friends Camp? What is the financial health of Friends Camp? What is the condition of the physical plant at Friends Camp? Is this work an ongoing and vital ministry of the Yearly Meeting? Or any other issues of interest or concern.

Procedures

Friends Camp Committee members shall be appointed by the Friends Camp Nominating Committee, which shall consist of two persons appointed by the Clerk of the Friends Camp Committee and three persons appointed by the Internal Nominating Committee of the Yearly Meeting Permanent Board. Appointments to the Friends Camp Nominating Committee shall be for two years, with an option for reappointment.

When making appointments to the Friends Camp Committee, the Nominating Committee for Friends Camp will seek members who have experience and skills in finance, development, property management, personnel, business/not-for-profit leadership, education, accounting, law, youth services, and Quaker service and process.

The number of Friends Camp Committee members shall be at least seven and no more than fifteen. At least two-thirds of whom shall be members or active attenders of a Friends Meeting in New England. Meetings of the Committee shall be held three or four times each year after the manner of Friends.

The Friends Camp Committee meeting held between August 15th and November 15th shall be designated as the Friends Camp Committee Annual Meeting.

The original Operating Manual for the Friends Camp Committee shall be approved by Permanent Board. This operating manual will then be maintained by the committee and revised with 2/3 committee members present at a meeting; there must be at least 2 weeks notice of suggested changes. Any changes in the Manual shall be reported to the Permanent Board.

Friends Camp / New England Yearly Meeting Budget (Oct 2015 to Sept 2016)

	Total
Income	
4 Contributed Income	
4010 Contributions	
4012 Monthly, Quarterly & Yearly Meetings	6,700.00
4013 Contributions & Gifts	15,540.00
4015 Donation from NEYM	4,668.00
4021 Camp Renewal & Replacement Fund	17,000.00
4110 Campership Donations	3,900.00
4019 Codman School Campership	5,000.00
4111 One Child at a Time Fund	8,900.00
4112 ACA New England Camperships	1,800.00
Total 4110 Campership Donations	\$ 19,600.00
Total 4010 Contributions	\$ 63,508.00
Total 4 Contributed Income	\$ 63,508.00
5 Rentals and Merchandise	
5330 Conferance & Program Fees	11,290.00
5331 Program Rental (Spring & Fall Group Rentals)	6,600.00
Total 5330 Conferance & Program Fees	\$ 17,890.00
5440 Merchandise Sales	5,400.00
5444 Staff Apparel (Sweatshirts etc.)	500.00
Total 5440 Merchandise Sales	\$ 5,900.00
Total 5 Rentals and Merchandise	\$ 23,790.00
5181 Summer Program Fees	0.00
5183 Lost Property Postage Income	30.00
5184 Summer Camp Fees	304,740.00
5187 Camper Transportation Fees	3,500.00
5189 Special Programs (Hiking Trip)	1,200.00
5190 Extra Day Between Sessions Fee	1,320.00
Total 5184 Summer Camp Fees	\$ 310,760.00
Total 5181 Summer Program Fees	\$ 310,790.00
6000 Interest Income	36.00
Total Income	\$ 398,124.00
Gross Profit	\$ 398,124.00
Expenses	
7200 Staff Expenses	
7205 Director's Salary & Benefits	
7210 Director Salary	39,533.00
7233 Volunteer Retirement Contribution (403-B)	22,800.00
Total 7210 Director Salary	\$ 62,333.00
7234 Pension Plan - Employer (10 %)	6,233.00
7235 Health Insurance - Employer	9,212.00
7236 Disability Insurance - Employer	370.00
7238 Director Salary (Overlap Training for new director)	4,290.00
Total 7205 Director's Salary & Benefits	\$ 82,438.00

7211 Support Staff	
7212 Maintenance	14,800.00
7213 Kitchen	19,500.00
7218 Assistant Director	13,600.00
Total 7211 Support Staff	\$ 47,900.00
7220 Counselors	42,000.00
7221 International Staff Agencies	3,400.00
7223 Summer Nurse	4,800.00
Total 7220 Counselors	\$ 50,200.00
7240 Workers Compensation - Church Mutual	7,270.00
7251 Payroll Taxes - All Staff	11,340.00
Total 7200 Staff Expenses	\$ 199,148.00
8100 Program, Supplies & Accounting	
8105 Stayover Between Sessions Expenses	800.00
8107 Fox & Fell Camping Trips	700.00
8108 Medical Supplies	1,200.00
8110 Office Supplies	3,000.00
8106 CampMinder Online	4,200.00
Total 8110 Office Supplies	\$ 7,200.00
8111 Summer Program (Arts, Aquatic, Sports etc.)	3,700.00
8112 Staff Safety Training Classes	3,200.00
8113 Staff Background Checks	540.00
8115 Donations to Organization	100.00
8116 Merchandise (T-Shirts, Sweatshirts etc.)	4,000.00
8117 State of Maine Sales Tax (5.5%)	300.00
8118 Staff Apparel	450.00
Total 8116 Merchandise (T-Shirts, Sweatshirts etc.)	\$ 4,750.00
8119 Accounting	
6560 Payroll Expenses (ADVANTAGE)	1,200.00
8121 Bookeeping	2,200.00
8611 Bank Service Charges	100.00
8640 CardFlex Fees (Visa & MasterCard)	2,900.00
Total 8119 Accounting	\$ 6,400.00
8130 Telephone & Internet	4,000.00
8195 Website Design & Changes	450.00
Total 8130 Telephone & Internet	\$ 4,450.00
8140 Postage	2,200.00
8151 Camper & Staff Summer Laundry	3,000.00
8170 Promotional (Printing & Ads)	
8150 Mailing Services for Bulk Mailings	500.00
8175 Printing	2,000.00
8190 Newsletter (Online or Paper)	500.00
8570 Advertising Expenses	1,500.00
Total 8170 Promotional (Printing & Ads)	\$ 4,500.00
8180 Memberships and Subscriptions	2,100.00
Total 8100 Program, Supplies & Accounting	\$ 44,840.00
8101 Youth Camperships Expenses	12,200.00
8149 Fund Raising Mailings (Printing/Postage)	1,200.00
8171 Food	0.00

8172 Summer Food	47,000.00
8176 Rebate from State of Maine Milk Program	-1,466.00
8178 Simple Meal Donation	700.00
Total 8172 Summer Food	\$ 46,234.00
8173 Spring & Fall Food	2,200.00
8174 Housekeeping & Kitchen Supplies	900.00
Total 8171 Food	\$ 49,334.00
8181 Buildings & Grounds	14,500.00
8200 Occupancy - Utilities	
8220 Utilities	
8221 Heating Oil	850.00
8222 Trash Removal	600.00
8223 Electric	3,500.00
8224 Propane Gas	800.00
8229 Winter Office Rent	2,700.00
Total 8220 Utilities	\$ 8,450.00
Total 8200 Occupancy - Utilities	\$ 8,450.00
8300 Travel & Conferences	
8310 Travel	
8311 Director Travel	3,500.00
8320 Conferences, ACA Conventions & Retreats	900.00
8322 Mileage and Tolls	390.00
8540 Staff Development & Training	935.00
Total 8311 Director Travel	\$ 5,725.00
8312 Summer Staff Travel	1,597.00
8313 Van Rental	6,500.00
8314 Vehicle Expenses	
8316 Gas & Oil	875.00
Total 8314 Vehicle Expenses	\$ 875.00
8317 Charter Bus (Fox Session Campers to NEYM Sessions)	2,500.00
Total 8310 Travel	\$ 17,197.00
Total 8300 Travel & Conferences	\$ 17,197.00
8400 Depreciation & Amortization	
8450 Depreciation & Amortization - Allowable	17,967.00
Total 8400 Depreciation & Amortization	\$ 17,967.00
8470 Capital Fund Account	22,420.00
8500 Insurance	
8520 Insurance	
8521 Summer Vehicle Insurance - Church Mutual	350.00
8522 Fire-Liability - Church Mutual	10,518.00
Total 8520 Insurance	\$ 10,868.00
Total 8500 Insurance	\$ 10,868.00
Total Expenses	\$ 398,124.00
Net Operating Income	\$ -
Net Income	\$ -

2015 - 2016 Capital Budget

October 28, 2015

Friends Camp / New England Yearly Meeting of Friends

Projects or Items Expense	Cost	Priority
Meeting House Foundation	\$ 2,570	Approved
Additional Big Bird Sinks	\$ 19,850	Approved
Sub Total of approved capital budget projects	\$ 22,420	
Additional Birdbath Showers	\$ 14,980	High
Ceramics Arts Building Planning and Prep	\$ 1,860	High
New Convection Oven	\$ 5,680	Medium
Watercraft (2 Kayaks & 4 Paddleboards)	\$ 3,700	Medium
Sheetrock and v-match pine boards inside of Cooks Cabin	\$ 1,100	Low
Sub Total of capital projects that need fundraising & grants	\$ 27,320	
Total	\$ 49,740	

Income	Amounts
Line Item in the 2015-2016 operating budget	\$ 22,480
Grants and/or Special Fundraising Appeals	\$ 26,200
In-kind donation	\$ 1,060
Total	\$ 49,740

Plans for 2016-2017 Capital Budget	Costs	Priority
Projects or Items		
Projects that have not been complete from the 2016 List	\$?	High
Ceramic Arts Building	\$ 46,000	High
Solar Hot Water and Solar Panels	\$ 52,000	Medium
Road Crossing Safety Lights	\$ 8,500	High
Four Square Courts	\$ 3,000	Medium
New roof on West View Cottage	\$ 3,500	Medium
Total	\$ 113,000	

Notes

Approved as part of the 2015-16 budget
Approved as part of the 2015-16 budget

Needs additional fundraising
Could be included in the 2015-16 budget
Could be included in the 2015-16 budget
Could be gift in in-kind or fundraising
Fundraising or from the operating budget

Notes

This amount will be between \$1,100 & \$27,320
YM Legacy Endowment will help fund this project
Most of the funding will need to come from grants
This amount will most likely be lower

Volunteer Job Description
Clerk of the Permanent Board
New England Yearly Meeting of Friends

Primary Function

The Clerk of Permanent Board serves as the presiding officer at meetings of the Permanent Board and as such serves an essential leadership role for the Yearly Meeting between the annual sessions of the full body. As the Permanent Board is given responsibility for the staff of the Yearly Meeting, as well as for property and legal matters that arise during the year, the Clerk of Permanent Board is the final authority on personnel concerns and the designated signatory for legal documents. The Clerk of Permanent Board oversees the work of the subcommittees of the Permanent Board. S/he is a member of the Coordinating and Advisory Committee and an *ex officio* member of the Personnel Committee. S/he is responsible to speak for the organization as needs arise.

Hours and Work Site

This volunteer role is a significant commitment, requiring 10-15 hours of time per week. The Clerk maintains connection with subcommittees by email and by phone, participates in meetings of subcommittees and other committees by phone or e-conference, and in person.

Oversight and Supervision

The Clerk of Permanent Board works closely with the other members of the Coordinating and Advisory committee. The Clerk of Permanent Board has the authority to hire and fire the Yearly Meeting Secretary and the Friends Camp Director. S/he can also be called to intervene in other personnel matters.

Qualifications

The Clerk of Permanent Board should be a Friend knowledgeable about the work and ministries of New England Yearly Meeting, should be adept at managing complex projects, and should have strong communication skills.

Functions & Tasks

Permanent Board Meetings

- Arrange dates, locations and other logistical details related to Permanent Board meetings
- Manage deadlines for seeking time on the Permanent Board agenda and submitting reports as advance documents
- Publicize meetings, inviting broad participation from the NEYM membership
- Prepare and send emails to Board members outlining tasks
- Prepare agenda, touching bases with subcommittee clerks as necessary
- Agenda call to review and season agenda items with YM Presiding Clerk, YM Secretary, and PB Recording Clerk
- Finalize agenda, post all documents to website before meetings
- Preside over meeting
- Review and correct draft minutes forwarded by PB Recording Clerk
- Process any business approved by PB

NEYM Volunteer Job Description: clerk of Permanent Board

- Send summary of meeting to MM and QM clerks, and YM committee clerks
- Reach out regularly to MM clerks, QM clerks and YM committee clerks to make sure they know the channels to bring business forward.

Yearly Meeting Sessions:

- Prepare annual report for advance documents
- Present any necessary business coming to sessions from PB including:
 - Recommendations on hiring or continuing employment of the YM Secretary and Camp Director for YM approval
 - Nominate YM Presiding, Recording, and Reading clerks for YM approval

Participation in other bodies

- Attend monthly Coordinating and Advisory meetings and carry out assigned tasks
- Serve *ex officio* on Personnel Committee
- Serve *ex officio* on hiring committees

Leadership responsibilities

- Attend to legal matters regarding the YM or its constituent parts as required
- Responsible for signing letters of continuing employment for YM Secretary and Friends Camp Director
- Responsible for termination of employment of YM Secretary and Friends Camp Director
- Occasionally represent Yearly Meeting in absence of the YM Secretary and/or Presiding Clerk

Accountability

- The Permanent Board Clerk is nominated by the Internal Nominating Committee of the Permanent Board, and approved by the Permanent Board

Internal Nominating Committee Report to Permanent Board Nov.21,2015

Clerk: Sarah Gant -2015-2018

Recording Clerk : Rebecca Steele: 2015-2018

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

in second term (can't be reappointed)

* filling out term – can be reappointed 2 entire terms

Sub Committee	2016	2017	2018	2019
Clerks Nominating	#Allan Kohrman Ben Guaraldi	Fran Brokaw Donn Weinholtz	Marion Athern Leslie Manning	
Personnel	Rebecca Leuchak Jan Hoffman Bob Murray Edward Baker	Chris Gant Vacancy Elizabeth Szakowski	Neil Blanchard Karen Sanchez- Eppler	Travis Belcher
Internal Nominating	Patsy Shotwell Carolyn Stone	Susan Davies	# Donn Weinholtz + # Sarah Sue Pennell	# +Patsy Shotwell # Carolyn Stone
YM Nominating at Large	Rhoda Mowry Virginia Bainbridge Vacancy	+ Sara Sue Pennell Richard Ristow Leslie Umans	Connie Kincaid – Brown Marian Baker	
Student Grant Disbursement		Allan Kohrman Rebecca Leuchak Justice Erickson Ian Harrington		
Friends Camp Nominating		Brad Bussiere- Nichols Mary Knowlton		
NEYM Secretary Supervisor	Edward Baker			

Bold = Submitted for Permanent Board Approval + = not on Permanent Board

= in second term (can't be reappointed)

September 13, 2015

Friends of Cuba Yearly Meeting

Dear Friends,

Please welcome our beloved friend Susan Furry. Susan has met with a clearness committee, who found her clear to travel among Cuban Friends, minister among you and learn from you. Her clearness committee recommended the following minute, which was approved by Northampton Friends Meeting at our meeting for worship with attention to business on September 13, 2015:

Northampton Friends Meeting of New England Yearly Meeting has found our dear friend and sojourning member, Susan Furry, clear to travel to visit Friends' Meetings in Cuba Yearly Meeting under the care of New England Yearly meeting and Puente de Amigos in order to experience friendship, fellowship, and sharing of the life in the Spirit among Cuban Friends. Susan will be traveling to Cuba with elders who will assist her in Spirit and action. They will be traveling during January, 2016.

Susan has expressed to us her concern to travel among Cuban Friends in God's love where she will be available to work with the Cuban Quaker Peace Institute as the Holy Spirit leads. She purposes to minister as led, to be ministered unto, to learn from Cuban Friends in order to better understand their lives, and to be obedient to the leadings of Truth which may arise.

We recommend our friend, Susan Furry, to your Loving Care.

We welcome this new opportunity to send our love with our Friend Susan, and look forward to hearing news of Cuban Friends on her return.

In the Light and love of the Spirit,

Macci Schmidt

Macci Schmidt, Clerk, on behalf of Northampton Friends Meeting

[Signature]

Patricia Walker, clerk, of Valley Quarterly Meeting

Cc: New England Yearly Meeting Permanent Board
New England Yearly Meeting Puente de Amigos

Friends Meeting at Cambridge
5 Longfellow Park
Cambridge MA 02138-4816

(617) 876-6883
fax (617) 576-1652
office@fmcquaker.org
www.fmcquaker.org

June 2015

Dear Friends,

Greetings and love to you from Friends Meeting at Cambridge, in Cambridge, Massachusetts, USA.
We write to entrust our beloved members, Elizabeth (Minga) Claggett-Borne and Jonathan Vogel-Borne, to your loving engagement and care.

In thirty years of membership in our meeting, Minga and Jonathan have served the meeting, New England Yearly Meeting, and the wider world of Friends in countless ways. They have clerked many committees and worked as staff for Quaker organizations. They currently lead workshops for Friends meetings, in which they help Friends to deepen their ties to God and to each other. Minga carries an abiding interest in Alternatives to Violence work, and Jonathan a yearning to find deeper unity among all branches of Friends.

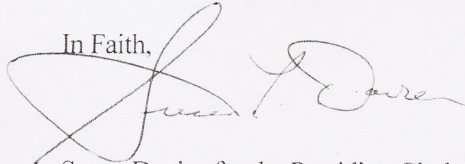
Minga and Jonathan have found themselves led to take a sabbatical year for travel among Friends, during which time they will seek to be prayerfully attentive to what the Holy Spirit is calling them to do.

Beginning with a pilgrimage on the Camino de Santiago, in northern Spain, they expect to travel among Friends around the world, with a particular interest in how the Quaker faith manifests in peace building and reconciliation. They hope to learn, to witness, and to grow in their understanding of God's will, both for themselves, and for the wider Quaker Body. Minga and Jonathan will share the ministry of this journey, exchanging roles as minister and elder as guided by the Spirit.

We at Friends Meeting at Cambridge feel that Minga and Jonathan's journey is well grounded in love and humility. We look forward to hearing from them about the movement of the spirit as they see it around the world, and as they experience it in their hearts.

We hope you will welcome these Friends, and nurture them with your light and your love. They carry with them our dear affection for you and for your whole meeting.

In Faith,



Susan Davies for the Presiding Clerk Team

Further endorsed by Salem Quarterly meeting on 10/25/2015
James P. Day, Clerk

Report on Canadian Yearly Meeting, 15-22 August 2015

Ann Dodd-Collins

Beth Gorton (Quaker City Unity Friends Meeting, New England Yearly Meeting) and I attended the 2015 Sessions of Canadian Yearly Meeting, held at the University of PEI in Charlottetown, Prince Edward Island. About 150 Friends from across Canada and visitors from the United States, Great Britain, and Central America gathered. The theme was Joy.

*It is a fruit of the spirit, a
gift of God - no man can
own it. His Kingdom is Joy.*
-- The Apostle Paul

Alistair McIntosh presented the Sunderland P. Gardner Lecture on Sunday evening. His theme was "Decolonizing Land and Soul: A Quaker Testimony", and he shared his experiences as a Quaker environmentalist in his native Scotland and on Cape Breton with the Mi'kmaq First Nations peoples. He also led afternoon interest groups which explored more deeply the themes presented in his lecture. Especially powerful was Alistair's presentation of the slide show and lecture on pacifism that he offers to the British military officers training school.

Deborah Fisch, Paulina Monthly Meeting, Iowa Yearly Meeting Conservative offered the daily Quaker study, "The Joy of Meeting for Worship with Attention to Business". Speaking from her own experience, incorporating our own experiences into her talks, and stressing the importance of a sense of humor during difficult times, Deborah helped us think about Meeting for Business in a new way ... as a joy, not as something to be endured.

Wednesday evening's "Experience of the Spirit in My Life" was an opportunity for Friends to speak of their experiences of the spirit, experiences that ranged from the mystical to the mundane, from near death experiences to fairies in a garden. Speaking out of the silence and led by the Spirit, these testimonies were deeply moving.

The Publications and Outreach committee offered an evening during which we explored technology in our spiritual lives. And Sessions ended with Family Night, lively and often laugh-out-loud funny as a range of people offered songs, dance, poetry, and stories. A skit featuring Anne Shirley (Anne of Green Gables) meeting with a clearness committee on her request for membership was just one of the highlights of this evening.

I love attending Canadian Yearly Meeting, and I was delighted to reconnect with friends I had made in previous years. The people I meet at CYM are grounded in their faith. Many of them are active in various social justice activities, from serving on Canadian Friends Service Committee to working with First Nations peoples, from climate change activism to AVP training. A good number of Canadian Friends attend FGC Gatherings when they can. Very few know much about FUM, but I have talked with a number of Canadian Friends who are yearning for a closer connection, for the Christ centered fellowship FUM offers.

CYM is struggling financially, and I ache for Canadian Friends. A decision was made this year to eliminate all contributions to outside organizations (FGC, FUM, World Council of Churches, etc.) and to eliminate funding for travel for representatives to those

organizations. A youth coordinator position, which many people worked many years to create, has been eliminated because of lack of funding. And there will be no Yearly Meeting Sessions in 2017, again because of financial constraints. Options are being explored, but the road ahead will be a difficult one. CYM needs our prayers, and they need to know that we care.

A Summary of My Quaker Travels, Summer 2015 Beth Gorton

The summer started with travel to the FGC Gathering, held in Cullowee, North Carolina. Driving this trip was an excuse to go the most direct route – if you don't count the twists and turns – of the Skyline Drive and Blue Ridge Parkway, through some of the east's most beautiful country. I was able to worship along the way with the Augusta Worship Group, a small and self-contained group worshipping in one another's homes. After all, any group that says in their State of Society report that they have little contact with the wider Quaker world attracts my attention!

FGC is a fast paced and eventful conference. My days started with Bible Half Hour, most days, which I found somewhat off-putting, although there were many who liked the intense (and mostly humorless) look at two versions of one small piece of scripture. Then on to my workshop, on Quakers and the Economy, looking in depth about our relationship with money and things. This was long and deep enough to get to know people in the group, and have meaningful discussions on what it would mean to have a sustainable economy. The premise is that we can't continue to grow indefinitely – there are finite resources on the Earth. How can we develop a steady-state economy focused on lower consumption, leisure, and ecological health? We spent time talking about what this would look like in the short term for us as individuals, and in the long term as a society. Lunch – and lots of conversation – and then I hurried off to my work grant job in the office. Working at the Gathering makes it financially possible to attend (along with a small scholarship). It is very satisfying to have a stream of people coming through with questions and problems, and be able to help them, or at least direct them to a source of help! Again, having been to half a dozen Gatherings, I know a lot of the people and have worked with many of them before, which enriches the experience. There was sometimes time to get to a late afternoon event, or the bookstore, before dinner. Dinner was followed by evening speakers, people like Parker Palmer, Dr. Low Dog, and Carrie Newcomer, all different inspirations, all wonderful. FGC is huge – one can always find people with whom to discuss nearly anything, or just go find solitude to digest the very rich input.

Back to New England, and a week with Mom in northern VT (and worship at Burlington FM), and then New England Yearly Meeting, for two days, so that I could attend the NEYM M & C meeting, set up the Intervisitation display, attend opening events (and visit with Friends) and get to one of Peterson Toscano's Bible Half Hours – his style of dynamic story telling is much more suited to where I am in my spiritual life, and I regret not being able to be there for all of them. But it was onward, to represent NEYM at Baltimore Yearly Meeting.

Baltimore Yearly Meeting is much like NEYM in feel, and in issues. The reason they invite representatives from other FUM Yearly Meetings was the sense that we all need to know each other better, before letting the personnel policy cause permanent rifts. I've served as a link between our Intervisitation working group and theirs, and we all have learned something from that cross pollination.

Their Sessions is much, in feel, like ours. The theme was Living into Right Relationship, and many activities and workshops related to that theme, including much about the environment. Workshops are single day; I wish some ran longer so that more could be explored in depth. The “Living into Right Relationship with Our Intervisitation Committee” workshop was, unfortunately, at the same time as at least three other workshops that attracted me – and one day I was so involved in conversation that I forgot about the workshop I'd planned to attend.

There were a few things that impressed me – one was BYM's use of Young Friends and Adult Young Friends as reading clerks. And because they intentionally host many from outside the Yearly Meeting, they have a late evening intervisitation lounge, where we tell stories and share ideas about visiting other Quaker bodies. There is always lots of food – for the body as well as the spirit.

Then it was back to New England, and a few days before leaving for Maine (where I picked up

Ann Dodd Collins (great to have a travel companion!) to head up to Canadian Yearly Meeting, with its theme of Joy. This is the smallest of the gatherings I attended this summer, with about 150 people attending. At least in part this is because of the geographic area covered by CYM; it's a much bigger deal to travel from British Columbia to Prince Edward Island, than from Maine to Vermont! Their gathering had many attending from the Atlantic provinces, and there were many I'd previously met at gatherings in eastern Canada, as well as at FGC. The keynote speaker, Alistair McIntosh, spoke on his role as an environmental activist, based on his life in the Spirit. He also led afternoon interest groups each day, most of which I was able to attend; the most inspiring was a presentation that he gives on nonviolence to the British military officers training school. There also was an afternoon of service to the local community; some went to work in a garden, and I joined people planting trees on newly conserved land.

CYM annual sessions alternates a year of Bible study with a year of Quaker studies. This year Deborah Fisch presented on "The Joy of Meeting for Worship with Attention to Business" with humor and a depth of experience. An evening with the theme of "Experience of the Spirit in My Life" was an occasion when anyone could speak out of the silence to speak of being led by the spirit. This was an opportunity for Quakers to speak of the mystical as well as the mundane. I was deeply moved by the depth of spirit expressed. And there was an interesting evening, sponsored by CYM M&C, on technology in our spiritual lives, where we broke into rotating small groups to talk about the joys and perils of the use of technology in our lives as Quakers.

The last evening was Family Night, with a lively and often hysterically funny look at the world from a range of people inspired to present. And we closed with worship Saturday morning, heading off following lunch to visit friends/Friends on PEI.

I drove Ann back to Maine, then headed to northern Vermont for a wedding of one of our Quaker young people from Quaker City Unity FM, and finished out my Quaker summer with visits to Barton-Glover Friends and the Brattleboro Worship Group.

There are many things the yearly meetings I visited share: worship and worship sharing, ways to deepen our spiritual lives, a concern for conducting our business in a worshipful way, a sense of humor and play, honoring of those who are no longer physically with us. I love hanging out with Quakers, and while I was often exhausted and sleep deprived, I was also enriched and fed.

I would like to thank Quaker City Unity Friends for their support of this travel, both spiritually and with a modest grant. Baltimore pays fees for their invited guests, which also helped; their Intervisitation Working Group is another source of grounding. I am fortunate to be part of this wider Quaker community.

Peace, Love, Light – Beth Gorton