

**New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes
May 12, 2012
Dover Monthly Meeting – Dover, NH**

12-36 Opening Worship: We opened in waiting worship.

12-37 Roll Call: The Recording Clerk called the roll.

Present: Edward Baker, Holly Baldwin, Travis Belcher, Deana Chase, Jeremiah Dickinson, Sarah Gant, Ben Guaraldi, John Humphries, Nancy Isaacs, Sandy Isaacs, Mary Knowlton, Allan Kohrman, Dwight Lopes, Christopher McCandless, Robert Murray, Bruce Neumann, Karen Sanchez-Eppler, Elias Sanchez-Eppler, Carolyn Stone, Jane Van Landingham, Donn Weinholtz, Fritz Weiss, Carl Williams, Rosemary Zimmermann

Regrets: Jennifer Baily (Personnel Committee, Clerk), Debbie Block, Susan Davies, Galen Hamann, Jan Hoffman, Rebecca Leuchak, Donald Mick, Sara Sue Pennell, Suzanna Schell, Patricia Shotwell, Jacqueline Stillwell (YM Presiding Clerk), Philip Stone, Ruah Swennerfelt

Ex-Officio: Maria Lamberto (Finance Committee, Clerk), Ed Mair (Treasurer), Jonathan Vogel-Borne (YM Secretary)

Staff: Nat Shed

Guests: Charlotte Fardelman, Nancy Moore, Luisa Facciolo, Kathleen Wooten

12-38 Minutes of 5/12/2012 were **approved** with corrections.

12-39 Memorial Minutes: Friends heard memorial minutes read for James Anthony (Cambridge), Shirley Leslie (Gonic), and Beverly Stamm (Hartford).

Friends approved forwarding these minutes to Sessions. Allan Kohrman and Patricia Shotwell agreed to serve as an ad hoc committee to review and edit all the memorial minutes in preparation for Sessions.

12-40 Report from the Yearly Meeting Secretary: Jonathan Vogel-Borne, YM Secretary, reported on recent and upcoming events:

Sixth World Conference of Friends – With 890 people from 51 countries and more than 100 yearly meetings, this gathering provided a stunning and profound experience of the diversity of the worldwide Quaker movement. More than 400 participants were from Africa and only 170 from North America. Friends who have only experienced one expression of “the Quaker way” were challenged by the interaction and the contrasts. A different Section of Friends World Committee on Consultation led each of the morning sessions. In the small groups where most of the interaction happened, Friends discovered that talking about “spiritual experience” can mean very different things. Jonathan spoke about the Conference epistle and the “Kabarak Call for Peace and Ecojustice” that were distributed to PB with the advance documents. Despite the differences, the gathering provided points of incredible unity, connection and poignancy.

Sessions Planning – Following our jubilee years, we are moving toward putting everything back in, including workshops. Sessions information and registration

materials are online. Unfortunately, Richard Frechette will not be able to serve as sessions coordinator as he did last year.

Mid-year Gathering – Good attendance meant that we filled the space at the Episcopal church. The facility worked well. Following the “Awakening the Dreamer” program in the morning, there were 16 breakout groups in the afternoon, with some focus on climate change concerns. This gathering was not intended to make any decisions, but it might lead to things that are brought to Sessions. We still have work to do to figure out where a mid-year gathering fits within the YM governance and structure.

12-41 Report on New England Friends Home Property: Jonathan Vogel-Borne reported on behalf of the ad hoc Friends Home Property Committee (see PB Minute 11-78). Referencing the Progress Report distributed with the advance documents, he reviewed some of the developments since the March meeting.

Discrimination Complaint – The complaint was settled for \$4000 in back pay (see PB Minute 12-22), following four hours of mediation. Jonathan and Holly Baldwin represented the YM and Friends Home; Barbara Rugg, former director of the Friends Home who was named in the complaint, also participated.

CPA's Report – Steve Snow has all the documents needed to file IRS Form 990 by the May 15 deadline. Then he will begin work on a final, closing 990.

Caretaker and Missing Items – The buyer asked Barry Corbin, whom the YM had hired as a live-in caretaker, to leave the premises on very short notice, following the discovery that several items were missing from the Home on the day of the closing. This has been one more challenging situation for Jonathan to deal with, and it is not yet fully resolved.

12-42 Sale of New England Friends Home Property: Ed Mair, YM Treasurer, reviewed the financial report distributed with the advance documents, providing a detailed accounting of the allocation of funds received from the sale of the New England Friends Home. The sale price was \$1.625 million. After covering all fees, mortgages, operating expenses, and settlements, the net proceeds, totaling \$1.125 million, was placed on deposit into a new, separate account of the NEYM Pooled Funds.

Friends expressed their deep gratitude for all the Friends who have given so much time and energy to this challenging process, as well as an appreciation for the lessons we have learned about identifying and attending to risks and liabilities - lessons which could inform a periodic review of structures and procedures at the Friends Camp.

12-43 Friends Camp Report: Nat Shed, Friends Camp Director, spoke of traveling with his wife during his five-month sabbatical, often finding opportunity to worship with Friends along the way.

Preparations for this summer's sessions are going well, with a wonderful group of 25 counselors lined up. Nat is still looking for a part-time nurse and seeking money to install a new set of docks.

He reviewed the report he had prepared, outlining infrastructure investment needs, but he clarified that his greatest worry is related to the potential damage to the

camp's reputation due to an accident or inappropriate conduct by a member of the staff. The Finance Committee has asked whether the YM has sufficient liability insurance to cover a serious injury claim. Jonathan Vogel-Borne reviewed the similar concerns raised by Moses Brown School prior to its separate incorporation, and he noted that the YM is considering a \$5 million policy.

Nat addressed a question about the interest being paid on the mortgage for the recently purchased lakefront property, and he noted that the Camp is also currently paying taxes on the property since it is being rented out as an income-generating business.

12-44 Report from YM Secretary Search Committee: Bruce Neumann, Clerk of the YM Secretary Search Committee, reported for the Committee. With the application deadline three days away, the Committee has received applications from six candidates, including two people from outside the YM. Bruce reported that, although this number was lower than expected, there were some very qualified candidates already and that he is expecting to receive additional applications before the deadline. The Committee will gather later in the month to discuss the applications and identify candidates for initial interviews.

Bruce reviewed the decision, encouraged by Coordinating and Advisory Committee, not to focus the search on an interim appointment. If the current search process does not yield a candidate on which the YM finds unity, then it may be necessary to identify someone to fill an interim position through a process which has not yet been identified.

Bruce reminded Friends that the timeline for the search process was outlined at the March meeting (see PB Minute 12-26). The Clerk suggested that Saturday, July 14, 2012, be reserved as the possible date for a "called meeting" of Permanent board to consider recommendations of the Search Committee.

12-45 Treasurer's Report: Ed Mair, YM Treasurer, reviewed the report provided with the advance documents, noting that the figures are not fully up to date since both the YM Secretary and the bookkeeper were in Kenya during the latter half of April. While it is normal for us to have a deficit at this point in the year, Ed noted that the deficit is about \$4,000 higher than at this time last year. With sale of the Friends Home, the YM has recovered the \$116,500 loan made to the Home to cover operating expenses and Friends Home closing costs, so our working capital is in a good position.

12-46 Finance Committee Report: Maria Lamberto, Clerk of Finance Committee, reported that the Committee met last week to finalize the budget proposal.

Only one YM committee clerk had provided comments on committee budget needs in the draft budget, prompting the Finance Committee to recommend a reduction in the overall budget line item for committee expenses. Friends discussed the dilemma of maintaining a line item for committee expenses when most of it is never spent. How can we encourage committee members to track in-kind donations and to make use of allocated funds if they will help ensure the committee's vitality?

Maria noted that anticipated income from individual contributions has been reduced in this budget, but the Committee included a \$38,000 "Funding Challenge," highlighting the need for additional contributions to balance the budget.

Edward Baker clarified that Finance Committee's proposed budget includes "Level 2.5" expenses from the Process Priorities Budget, building in funding for increasing the Religious Education Coordinator's time to 32 hours per week, hiring a part-time Administrative Assistant, and for an increase in salary for the Young Friends/Young Adult Friends Coordinator (see PB Minute 12-6).

Jonathan clarified that the reduction in the line item for minute book expenses reflects the decision to publish the Yearly Meeting minutes online, and to no longer print the minutes from Sessions. However, the YM will continue to print meeting and committee directories.

Funding Our Vision Day – Maria reported that the recent gathering at Winthrop Center Friends Church included 23 people at one point during the day. Two other meetings were scheduled for the same day, and those Friends participated in the "Funding Our Vision" discussion during the morning. Maria found it very useful to listen to different experiences of meetings facing similar challenges. Jeff Perkins of Friends Fiduciary presented information to the participants about the services available from his organization.

12-47 Discernment Regarding the Polly Starr Legacy Gift: The Clerk reminded Friends that Sessions has asked PB to bring recommendations for using the proceeds of the sale of the Friends Home:

YM Minute 2011-32: In due time, if the Friends Home property is sold, Permanent Board is asked to bring recommendations, subject to legal advice and to consultation within the Yearly Meeting, about possible appropriate use of the proceeds.

Friends expressed the hope that the search for such uses be imaginative as well as careful...

The Clerk asked Friends to settle into silence to consider how PB might initiate a process of discernment concerning the use of the funds received from the sale.

A number of concerns and considerations arose in the discussion that followed:

- The Finance Committee recommends that the YM refrain from using any of the funds (possibly not even the interest) during the coming year, instead taking the time for threshing and seeking input from MMs in a focused process of discernment.
- Questions concerning our relationship to money, as well as our relationships with each other, with other MMs and the YM, should be an early focus of the discernment process.
- Recalling the Minute of Sending Forth (YM Minute 10-30), one Friend suggested that the query "What is God calling us to do with this money?" should be central to our discernment. Another Friend, however, cautioned that we must also remember that we can respond to God's call with or without money; these funds should not become the way for us to be faithful.
- One Friend suggested a strong role for the Quarterly Meetings in this process.
- How can we ensure that the process is structured to lead to an outcome and not "fizzle out" or wrap up inconclusively?

- Responding to a concern that we not forget the ministry to the elderly that the Friends Home embodied, one Friend described the danger of undervaluing the ability of the current generation to discern the vision and guidance of the Spirit: we need to be clear about process before we impose any boundaries on the outcome. Another Friend expressed the opinion that Polly Starr did not have a vision for helping elderly people; rather she inherited a house and wanted it to be useful.
- One Friend suggested that rather than seeking unity on a single focus or use of the funds, we could consider incorporating a more secular “request for proposals” process that would involve listening for which proposals have Life.

Friends approved the appointment of an ad hoc committee to develop a process proposal to be reported back to PB at its meeting prior to Sessions, with the intent that PB would then be able to propose a process recommendation to Sessions. The ad hoc committee is encouraged to consider the possibility of identifying outside resources (e.g. a nonprofit organization that specializes in such matters) that might be engaged to help guide such a process in the coming year. The following Friends agreed to serve on the ad hoc committee: Holly Baldwin (convener), Jeremiah Dickinson, Karen Sanchez-Eppler, Robert Murray, Ben Guaraldi, Ed Mair, and Travis Belcher.

12-48 Clerks Nominating Committee Report: Allan Kohrman, Clerk of Clerks Nominating Committee, reported the following recommendations for Clerks to serve at Sessions in August 2013:

- Presiding Clerk: Jacqueline Stilwell (Monadnock)
- Recording Clerks: Karen Sanchez-Eppler (Northampton), Will Taber (Fresh Pond)
- Reading Clerks: Susan Davies (Vassalboro), Will Jennings (Beacon Hill)

Friends approved these recommendations.

12-49 YM Nominating Committee Report: Christopher McCandless, Co-convener of YM Nominating Committee, reported the following minute approved by the Committee at its last meeting:

NEYM Nominating Committee Minute 2012-4:

We believe there is a better structure to serve the life of New England Yearly Meeting in doing God’s work. We envision a structure that enables our YM committees to better know each others’ missions and to work more closely together.

Our traditional process asks Nominating Committee to match gifts and leadings to committee service. We are concerned for carrying out this charge with care. We envision broadening the ability of our system to discern emerging gifts and leadings by increasing the involvement of monthly meetings and connections among our committee volunteers.

Nominating Committee recommends the appointment of an *ad hoc* committee who will thresh the issues of reorganizing the YM committee and volunteer system and make recommendations to the 2013 Sessions.

The Committee welcomes input from PB and other bodies within the YM.

12-50 Internal Nominating Committee Report: Donn Weinholtz, Clerk of Internal Nominating Committee, reported the following recommendations:

- Personnel – Edward Baker (Westerly), class 2015; Carolyn Stone (Wellesley), class of 2015
- YM Nominating (At-Large) – Delia Windwalker (Framingham), class of 2015

Friends approved these recommendations.

12-51 Recommendations from Puente de Amigos Committee: Edward Baker reported on behalf of the Committee, reading a request to approve these Young Adult Friends for travel to Cuba as YM representatives to participate in Cuba Yearly Meeting's Young Adults gathering in August 2012: Noah Baker Merrill (Putney), Ben Guaraldi (Beacon Hill), Will Jennings (Beacon Hill), Alma Sanchez-Eppler (Northampton), Andrew Thompson (Framingham), and Honor Woodrow (Framingham).

Edward also read a minute of support for these Friends from NEYM Young Adult Friends, approved at their business session in January 2012.

Friends approved these Friends for travel to Cuba.

Edward read a letter of introduction for Alma Sanchez-Eppler. Letters of introduction for the remaining five friends had been provided with the advanced documents.

12-52 Travel Minutes: Friends attended to the following travel minutes:

The Clerk read a travel minute for Benigno Sanchez-Eppler (Northampton), who will travel in the ministry among MMs in North Pacific YM in July 2012, forwarded by Connecticut Valley Quarter. **Friends approved** endorsing this travel minute.

The Clerk read travel minute for Gerald Sazama (Storrs), who is traveling among Friends with a concern he has called "Quaker Spirituality: Hope for Troubled Times," forwarded by Connecticut Valley Quarter. **Friends approved** endorsing this travel minute.

The Clerk read a travel minute for Virginia Bainbridge (New London), who is engaged in ministry in Liberia, providing support for orphans and Alternatives to Violence Project training, forwarded by Connecticut Valley Quarter. **Friends approved** endorsing this travel minute.

The Clerk read the endorsements on travel minutes returned to us by Nancy Shippen (Fresh Pond), following her travel to Kenya; Kristna Evans and Elizabeth Cazden, following their travel to Cuba; and Mary Ann and Leonard Cadwallader, following their travel to Cuba. Friends received these endorsements with gratitude for their faithful service.

12-53 Report on Strengthening Relationships between the YM and MMs: Holly Baldwin reviewed the report, provided with the advance documents, from an ad hoc group that gathered in April to discuss the relationship between the YM and MMs (see PB Minute 11-104 and 12-11). The response to the call for the meeting revealed life for this concern among Friends. PB has an opportunity to give this ongoing conversation some structure.

Holly reviewed the specific requests to PB, as outlined in the report:

- 1) If we are to carry this work further, we should have a more robust committee, and perhaps a more specific charge. Suggested number of committee members: 5. Suggested charge: Meet with other NEYM Committees and with Monthly Meetings and Quarterly Meetings to explore how to make the relationship between Monthly Meetings and Yearly Meeting more vital
- 2) Approve the holding of a consultation to broaden the discussion at the YM level. This might be a day-long gathering with broad representation from across the YM.
- 3) Revive the question of governance structure - and explain to MMs that PB's intent, in part, is to seek a governance structure that can serve to better bind us together, in recognition of our interdependence and send to monthly meetings for feedback.
- 4) Encourage all members to travel to less active meetings in the name of Permanent Board, inviting conversation and feedback about yearly meeting.

In addition to these requests, Holly encouraged the Clerk to continue communicating to MMs the highlights of PB discussions and to be even more intentional in arranging the location for PB meetings to facilitate connections with isolated MMs.

The Clerk suggested that we might also consider adopting a practice of sending a welcome letter to new members of MMs, recognizing that they have also joined the YM.

Friends accepted the report, deciding to hold further discussion until August, when it might be considered in connection with the proposal presented earlier by the YM Nominating Committee (see PB Minute 12-49).

12-54 Closing Worship: We closed in waiting worship, planning to meet again on Saturday, August 4, 2012, at Bryant University at 9:30 AM.

Edward Baker, Clerk
John Humphries, Recording Clerk

New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes draft
March 17, 2012
Putney Monthly Meeting – Putney, VT

12-18 Opening Worship: We opened in waiting worship.

12-19 Roll Call: The Recording Clerk called the roll.

Present: Edward Baker, Holly Baldwin, Travis Belcher, Deana Chase, Jeremiah Dickinson, Sarah Gant, Galen Hamann, John Humphries, Mary Knowlton, Allan Kohrman, Dwight Lopes, Christopher McCandless, Robert Murray, Bruce Neumann, Sarah Sue Pennell, Patricia Shotwell, Carolyn Stone, Philip Stone, Donn Weinholtz, Fritz Weiss, Carl Williams

Regrets: Jennifer Baily (Personnel Committee, Clerk), Aimee Belanger, Debbie Block, Susan Davies, Ben Guaraldi, Jan Hoffman, Nancy Isaacs, Sandy Isaacs, Maria Lamberto (Finance Committee, Clerk), Rebecca Leuchak, Donald Mick, Karen Sanchez-Eppler, Elias Sanchez-Eppler, Suzanna Schell, Ruah Swennerfelt, Jane Van Landingham, Rosemary Zimmermann

Ex-Officio: Ed Mair (Treasurer), Jacqueline Stillwell (YM Presiding Clerk), Jonathan Vogel-Borne (YM Secretary)

Guests: Nancy Haines, Martha Shwope

12-20 Minutes of 1/21/2012 were **approved** with corrections.

12-21 Report from the Yearly Meeting Secretary: Jonathan Vogel-Borne, YM Secretary, shared news from around the YM:

Sixth World Conference of Friends – Eighteen Friends from NEYM will be traveling to Kenya for this gathering, which will include as many as 1000 Friends from around the world. The NEYM participants have met for preparatory discussions, and after returning they will be visiting MMs and QMs, as well as lead the Sunday morning worship at August Sessions.

Staff Updates – Jeff Hipp’s work load has not allowed time to launch the new website, a challenge exacerbated by the withdrawal of support from Friends General Conference (see PB Minute 11-42) due to its own budget and staffing limitations. Beth Collea, the YM Religious Education Coordinator, recently used the software “GoToMeeting” to convene an online meeting of the Quaker Youth Education Committee. The YM is purchasing a copy of this software for use by committees and other constituent groups. The Religious Education Coordinator’s position has been boosted to 32 hours per week in the Priorities Process Budget, as recommended by PB in January (see PB Minute 12-06).

New England Friend – The Winter/Spring edition, with a focus on Friends’ engagement with the Occupy movement, is posted online; a hardcopy summary on one legal-size sheet was also mailed to MMs. The plan is to have the Fall and Summer editions in print but to publish the Winter/Spring edition online.

12-22 Report on New England Friends Home Property: Jonathan Vogel-Borne reported on behalf of the ad hoc Friends Home Property Committee (see PB Minute 11-78).

Referencing the Progress Report distributed with the advance documents, he reviewed two developments since the January meeting:

Bookkeeper Fraud – Jonathan followed up on PB’s request “to pursue a face-to-face meeting with Kim Coughlin to explore opportunities for reconciliation and restitution” (see PB Minute 12-9). In a phone conversation, Ms. Coughlin expressed strong reluctance to meet and wanted to consult her attorney. She indicated that she has no money and has lost most of her business. Since we have decided not to pursue litigation, it is unclear what recourse we would have if Ms. Coughlin decides she does not want to meet. Friends are comfortable letting Jonathan and Chris Doehlert discern how and whether to pursue further interaction with Ms. Coughlin.

Discrimination Complaint – Jonathan reviewed the circumstances of the complaint, noting that it provides further confirmation that in the absence of resources for stronger oversight, getting out of the business of running an assisted living facility was a wise decision for the YM. Since the YM did not have “Employment Practices” insurance, only the first \$5,000 in legal fees was covered by our policy with Church Mutual. While the YM’s attorneys agree that the case has no merit, the decision was made to pursue mediation, as the least costly way to reach a resolution. A mediated settlement does not mean that the YM is admitting culpability, but it will likely result in a cash settlement to the complainant.

Friends approved authorizing Jonathan to reach a settlement involving up to \$4,000 in compensation to the former employee, beyond which he will need to consult with the members of Coordinating and Advisory Committee.

Friends identified some remaining concerns arising from these two challenging incidents:

- What responsibility does the YM have to inform future clients of Ms. Coughlin?
- What lessons should we learn from these experiences, so we can ensure that all YM entities (e.g. Friends Camp) have adequate insurance, as well as training and guidance, to avoid such difficulties in the future?
- How do we ensure that the next YM Secretary has adequate knowledge and experience in these areas?
- Do we need “board training” for PB members?

12-23 Sale of New England Friends Home Property: The Clerk reviewed the Purchase & Sale agreement accepted by the ad hoc Friends Home Property Committee, pending the approval of Permanent Board. The cash offer of \$1,625,000 is from Campus of Caring, a 501(c)3, not-for profit corporation, proposing to use the facility as a hospice care center to be operated by the Norwell Visiting Nurse Association (VNA).

The ad hoc committee recommends accepting this offer for several reasons: 1) it is higher than our asking price of \$1.5 million; 2) it is being made by a non-profit organization; 3) the property would be continuing in its use to serve the elderly (and others) as they face the end of their lives; and 4) the facility will be operated by professional health care providers.

Friends approved the sale of the New England Friends Home property, authorizing Edward Baker to sign for the Yearly Meeting any documents required for closing.

The Clerk then reviewed the decision by Campus of Caring to assign its rights, under the Purchase & Sale agreement, to the Norwell VNA. He also reviewed the potential conflict of interest arising from the fact one of the partners at Jeanne McKnight's law firm serves on the Board of Directors of the Norwell VNA. Friends agreed with Jeanne's assessment that since the terms of the agreement had been negotiated prior to the decision to transfer the sale to Norwell VNA, no professional ethics will be violated. **Friends approved** having Edward Baker sign a letter of consent, allowing the transfer of the sale to Norwell VNA.

The closing is scheduled for Tuesday, April 24, 2012. Mortgages, legal fees, brokers' commissions, and the costs of closing the Friends Home will be subtracted from the sale price. The Treasurer will provide a full financial report on the transaction at the May PB meeting. The agenda for that meeting will include time for initial discernment about the potential use(s) for the funds received from the sale.

Friends expressed deep gratitude to the ad hoc committee for its faithfulness in carrying out its charge.

12-24 Transfer of Whittier Items by Amesbury MM: The Clerk reported that Amesbury MM had sought to loan the historical items related to John Greenleaf Whittier obtained from the Friends Home (see PB Minute 11-94) to a local museum. However, the museum (the Whittier Home Association) would rather not have them as a loan.

Friends approved having Amesbury MM transfer these items to the Whittier Home Association, with the following stipulations: 1) should the Association ever fold or dissolve, these articles would be returned to Amesbury MM; 2) appropriate curatorial care shall be given to the items; and 3) the gift shall be attributed to NEYM.

12-25 Report from YM Presiding Clerk: Jacqueline Stillwell, YM Presiding Clerk, reported on her recent travel to Cuba and also reported on behalf of Coordinating and Advisory Committee (C&A) and Sessions Committee.

Jacqueline traveled to Cuba Yearly Meeting (CYM), as a member of a Monadnock MM delegation. During the time in Cuba, she also accompanied Margaret Hawthorn, who visited all the MMs in CYM to share her experience of the Love of God as she dealt with the trauma of her daughter's murder in 2010. As part of their annual sessions, CYM approved sponsoring a peace center under direction of outgoing YM Clerk, Ramon Gonzalez-Longoria and appointed delegates to Sixth World Conference of Friends. Pastors within CYM reported that the "sister yearly meeting" relationship with NEYM is very important, providing an anchor and balance within the context of the rising vigor and influence of Pentecostal churches in Cuba.

Mid-year gathering – Preparations for the gathering in Wellesley have raised longer-term questions for consideration by C&A: What's the structure for future mid-year gatherings? Which body should have care of such gatherings?

Sessions Planning – Steve Curwood, the Executive Producer and Host of the public radio program "Living on Earth," has agreed to present the opening address.

Workshops will be included in the schedule for Tuesday and Wednesday, with the primary purpose to provide an opportunity for YM Committees to present workshops connected to the theme “Choose Integrity”.

12-26 Report from YM Secretary Search Committee: Bruce Neumann, Clerk of the YM Secretary Search Committee, reported for the Committee. He presented the completed list of committee members: Deana Chase (Westport), James Grumbach (Portland Friends School), Dwight Lopes (New Haven), Bruce Neumann (Fresh Pond, Clerk), Wendy Schlotterbeck (Youth Minister at Durham MM), Jacqueline Stillwell (Monadnock, YM Presiding Clerk), Donn Weinholz (Hartford), and Hannah Zwirner (Beacon Hill).

The Committee has established a page on the YM website with a summary job description and a link to the full description approved in November (PB Minute 11-95). Advertisements have been placed with Friends Journal, Quaker Life, as well as a variety of Quaker websites. Notices have been sent to a number of Quaker organizations, and a letter will be sent to MM contacts, encouraging Friends to identify individuals who need a nudge to apply.

The Committee has established several dates for the search process: May 15th – deadline for applications; May 26th – Committee meeting to select semi-finalists; June 9th and 16th – initial interviews; July 3rd and 10th – final interviews, which will include time for the candidates to meet with current YM staff.

The Committee has had conversations with the current staff members to discuss their “positional relationships” vis-à-vis the YM Secretary position and seek their input into the process.

During the ensuing discussion, several Friends raised considerations:

- How will the Committee incorporate the current YM Secretary’s input into the discernment process, given that he will likely know many of the applicants?
- We need to understand and hold the tension between seeking to replace the Jonathan we know now and finding someone who may have the potential possessed by the younger, less experienced Jonathan whom we hired many years ago.
- Has the Committee sought legal advice about what can and cannot be asked of candidates during the hiring process?
- The Committee may discover that the search for someone to meet the demands outlined in the job description leads them to recommend hiring additional staff to support the YM Secretary’s position.

12-27 Report from Development Committee: Nancy Haines, Clerk of the Development Committee reported for the Committee. At its meeting in February, the Committee reaffirmed the vision for its work that was first developed in 2005:

"We seek to raise funds to strengthen our youth programming, to improve the connections that support our monthly meetings, and to offer a more visible Quaker presence in our troubled world.

While we deeply appreciate our New England Quaker heritage of fiscal prudence and thrift, we also seek to enlarge our Yearly Meeting's vision and sense of possibilities. By

actively seeking to raise funds, we hope to enable our Yearly Meeting to explore new directions and expand.

We believe that New England today could benefit from a greater Quaker presence, and as the New England Yearly Meeting Development Committee, we see our mission of raising funds as a necessary prerequisite to allowing our Yearly Meeting to take on new work, if God so wills.

Sharing our resources with our community can be a joyous act, and we hope to encourage members of our New England Quaker community in giving to one another and growing together as Quakers."

The Committee is focusing on four major categories of activity:

- appeal to NEYM leaders to be lead donors;
- nurture and encourage major donors, legacy donors, and bequests;
- expand the donor base especially by cultivating young donors and those new to, or newly active in, the Yearly Meeting; and
- encourage the current donors to increase their donations if they are able.

The Committee is preparing for a spring mailing to Friends who are active in the YM, have children who attend retreats, attend Sessions, or have given in the past. The Committee will also be very visible at Sessions in August.

Nancy challenged PB to achieve 100% participation of its members as YM donors. She also requested PB members' help in reaching out to other leaders within the YM and encouraging them to become donors. Friends are encouraged to identify and visit with potential donors in their geographic area, either alone or accompanied by a member or the Committee. There are about 300 current donors, roughly 15 of whom give \$1000 or more. It is important to increase the number of people in each of those categories.

Nancy expressed the Committee's concern that the Priorities Process Budget is based on scarcity ("What can we do with the limited income we have?") rather than abundance. A bold vision and a budget that assumes abundance will engage Friends and give them a reason to invest in the future. If PB can lead the YM in finding the vision; the Committee will find the money.

12-28 Treasurer's report: Ed Mair, YM Treasurer, reviewed the report provided with the advance documents. While year-to-date individual contributions are down about \$4,000 from last year, this figure is a bit misleading since last year's figure included the final installment of a multi-year \$10,000 annual gift. Contributions from monthly meetings are up. Without the legal and insurance fees associated with the Friends Home property (which will be recovered after the sale of the property), the year-to-date financial position is better than this time last year.

Friends Camp registration is up 10% compared with this time last year

One Friend spoke of the importance of reaching clarity on recommendations for what should be done with the funds from the sale of the Friends Home property since it will be necessary to respond to Friends who question the need for individual or MM contributions after the YM has received such a substantial sum.

Ed reported that Maria Lamberto (New Haven) has agreed to serve as Clerk of the Finance Committee.

12-29 YM Nominating Committee Report: Christopher McCandless, Co-convener of YM Nominating Committee, reported the following recommendations:

- Friends Camp – Kate Fussner, 2014; Tricia Erikson, 2013
- Ministry & Counsel (At-Large) – Margaret Cooley (Mt. Toby), 2015

Friends approved these recommendations.

12-30 Internal Nominating Committee Report: Donn Weinholtz, Clerk of Internal Nominating Committee, reported the following recommendations:

- Clerks Nominating – Christopher McCandless (Burlington), class 2015
- PB Recording Clerk – Bruce Neumann (Fresh Pond), 2012-2015

Friends approved these recommendations.

12-31 Bank Resolution Minute for the NEYM Pooled Funds accounts: Friends approved the following resolution:

The Treasurer of NEYM Pooled Funds (Brian Clark), the Assistant Treasurer of NEYM Pooled Funds (Rowan Spivey), Yearly Meeting Treasurer (Ed Mair), and the Yearly Meeting Secretary (Jonathan Vogel-Borne) shall all be designated as signers, individually, on all bank accounts related to the New England Yearly Meeting Pooled Funds.

12-32 Recommendations from Puente de Amigos Committee: Edward Baker reported on behalf of the Committee. The Committee recommends the following Friends for travel in the ministry as representatives of New England Yearly Meeting to visit and work among Friends in Cuba Yearly Meeting during April 2012:

Leonard Cadwallader (Hanover) and Mary Ann Cadwallader (Hanover)

These Friends have completed the appropriate clearness process with their MM and will join those from Wellesley MM and Fresh Pond MM previously approved (see PB Minute 12-15).

Friends approved these Friends for travel to Cuba.

12-33 Travel Minutes: Friends heard the following travel minutes.

The Clerk read a travel minute for Ann Dodd-Collins (Winthrop Center Friends Church) forwarded by Vassalboro Quarter. Ann continues to travel with a concern for the work of and relationship with Friends United Meeting (see PB Minute 09-93). She has served as NEYM Representative to the FUM Triennial, and she has traveled extensively, including to Canadian YM. **Friends approved** endorsing this travel minute.

The Clerk read a travel minute for Kathleen Wooten (Lawrence MM) forwarded by Salem Quarter. Kathleen travels with a concern for intervisitation, and several Friends spoke of their experience having her visit their MM. **Friends approved** endorsing this travel minute.

The Clerk read a travel minute for Len and Mary Ann Cadwallader (Hanover) forwarded by Northwest Quarter. The Cadwalladers will travel to Cuba YM with other NEYM Friends in April. **Friends approved** endorsing this travel minute.

12-34 Correspondence: Friends heard the following correspondence.

The Clerk read three letters of introduction:

- Wellesley MM to Puerto Padre MM of Cuba YM for Wellesley Friends traveling to Cuba in April
- Fresh Pond MM to Cuba YM Friends for Jennifer Baily and Josie Baily-Zona, who will travel to Cuba in April
- Fresh Pond MM to Kenyan Friends for Nancy Shippen, who will travel to the Sixth World Conference of Friends to present Alternatives to Violence Project (AVP) workshops

The YM Presiding Clerk read a letter, signed by the Clerk of Cuba YM, welcoming NEYM's Young Adult Friends (YAF) who will travel to Cuba in August to participate in a gathering of Cuban YAFs. Jacqueline will deliver the letter to the YAF Clerk.

12-35 Closing Worship: We closed in waiting worship, planning to meet again on Saturday, May 12, 2012, at Dover MM at 9:30 AM.

Edward Baker, Clerk
John Humphries, Recording Clerk

MEMORIAL MINUTE FOR JIM ANTHONY

Salem Quarterly Meeting

James Anthony was born in 1936. the last of three sons in a South Georgia family. His father, grandfather, great and great-great grandfathers had all been Methodist ministers, and there was some expectation that Jim would follow in their footsteps, but he was led to major in English literature at Emory, and to take a Masters degree in the same subject. His career as an English teacher took him, over the next twenty years, to Denver, St. Louis, Istanbul, where he chaired the Department of English at Robert College, and finally, the Boston area, where he taught at Phillips Academy, Andover, and the Pingree School.

Though he traveled widely and lived far from home, Jim maintained a warm relationship with both of his parents. He reflected his mother's appreciation of art, literature and music, and had, his brother remembers, many of his father's ways and mannerisms, such that his answering machine message always evoked the elder Anthony's "intoning of scripture as he served communion to his congregation." This brother writes that his "uncertain and vulnerable kid brother became my best friend and advisor, wise beyond his years."

An active participant in the civil rights movement in Atlanta and Dallas, Jim became a Quaker when he moved to Boston, becoming one of the founding members of Beacon Hill Friends Meeting in 1981. He served as Assistant Director of Beacon Hill Friends House in 1981 and 1982 and as Clerk of Beacon Hill Friends Meeting from 1985 to 1987. As clerk, he opened each meeting for business by reading a poem aloud into the gathered worship. A Friend there remembers him as "kind, reflective, and good at drawing others out. He had a sharp sense of humor and a delightful—sometimes wicked—smile, not to mention his famous laugh."

Another Friend from Beacon Hill writes, "He was an incredibly wise and spiritual man. In applying to be director of Beacon Hill Friends House, a Friend writes, "his integrity led him to be open about his sexual orientation, and in so doing gave a gift to the Board of Managers: being able to knowingly hire a gay man." Subsequently, in a threshing session in the late 1980s which was part of the process of discerning whether Beacon Hill Friends Meeting would approve same sex marriages, Jim spoke movingly about the fact that, though the community welcomed his active participation, it would not conduct a marriage ceremony for him. A Friend writes, "It was a powerful moment and quite possibly a turning point in our decision making" in the meeting's journey toward becoming clear to approve same-sex marriages.

Jim was active in the North American faith community called Friends for Lesbian and Gay Concerns (now Friends for Lesbian, Gay, Bisexual, Transgender and Queer Concerns) and served on their Ministry and Counsel committee.

With a friend who had Alzheimer's disease, Jim was "a special strength; he had such kindness and tact." As he came to recognize that he, too, had serious memory losses, he became active in Alzheimer's advocacy, in which he mobilized his rare gift with the English language and his experience in social activism to develop novel, highly successful techniques to convey to his colleagues, their care partners, their professional care givers, and ultimately to legislators and their staffs on Beacon Hill and Capitol Hill the experiences of an Alzheimer's patient and what had proved to be most helpful in his struggle. His eloquence, honesty and courage stirred all who heard him. By 2006 Jim's Alzheimer's had progressed and he and Bruce were attending Friends Meeting at Cambridge. At that point both memberships were transferred there, Jim's from Beacon Hill Friends Meeting and Bruce's from Friends Meeting of Washington.

A friend wrote, "When I think of Jim, I always think first of that lovely smile and that hearty laugh—often at himself, never at another." Others affirm that "Jim's wonderful mix of depth, delight, and mischief are his legacy to Friends," and that "He loved life, his friends, books, music, art, good food and drink and fun. And he kept his sweet disposition to the end." In fact, during his last summer, "Bruce brought him to Yearly Meeting and took him around the lunch tables to say hello. Even though Jim could no longer recognize us, his gentle spirit was intact; he was happy to see people and smiled his kind smile." He is greatly missed.

James Anthony died in Sudbury, Massachusetts on July 15, 2009. He is survived by his partner, Bruce Steiner of Sudbury, by his brother, Bascom Anthony of Potomac, Maryland and Tucson, Arizona, and by eight nieces and nephews.

(Based on the memorial minute from Friends Meeting at Cambridge, written with the help of Bruce Steiner, Bascom Anthony, Wendy Sanford, Anne Kriebel, Lucy Meadows [BHFM], Clifford Putney [BHFM], and Betsy Peterson, and on the endorsement by Beacon Hill Friends Meeting.)

At its meeting 4/22/12 Salem Quarterly Meeting approved forwarding this memorial minute to the Permanent Board of New England Yearly Meeting.

Memorial Minute
Shirley Mae (Richardson) Leslie
September 2, 1923–May 3, 2011

Shirley Mae (Richardson) Leslie was born September 2, 1923, in Rochester, New Hampshire, the daughter of Rolfe E. and Mildred A. (Sanborn) Richardson. A birthright Friend, she was related to the Hanson, Varney, and Peaslee families. Her Great-Grandfather Peaslee was the pastor of Gonic Meeting in the 1890s and helped build the present meeting house. Peaslee Road in Rochester was named after him.

After graduating in 1941 from Spaulding High School in Rochester, Shirley boarded a train to Kansas to attend Friends University in Wichita, where she studied social reconstruction with an emphasis on children. Her studies included community work among poor people living in train cars. After graduating in 1945, Shirley went to work at a children's center in New Haven, Connecticut.

She met Edward Leslie on the back steps of her house when she came home for a month's visit. A neighbor had told Eddie to go down there and meet Shirley. Eddie invited her to Howard Johnson's for dinner, where they ordered lobster. Unfortunately, neither of them had ever eaten a whole lobster before and they didn't know where to begin.

It was a whirlwind courtship. Before Shirley returned to Connecticut, Eddie knew her ring size, and the next time she came home he picked her up at the train and said "Let's do it." Eddie had been courting Shirley's parents in her absence and was now calling them "Mom" and "Dad." Six months later, on February 12, 1947, they were married under the care of Dover Monthly Meeting at Gonic. Thus began a partnership that lasted more than 60 years, until Eddie's death on January 15, 2008. Together they raised three children, Judy, Betty, and Richard, and the family would grow to include seven grandchildren and six great-grandchildren before Shirley's death.

Faith, family, and community were important in her life. Shirley was the leader of a 4-H Club in Dover, New Hampshire, and opened her home on Tolend Road to 42 children over the many years she led the club, children who would later reconnect with Shirley through Facebook. She had a special gift for listening to children, drawing out their individual gifts and encouraging them. All of the children she worked with during her life knew that Shirley simply believed in them and in their ability to succeed.

In 1981, Shirley and Eddie moved to the Gonic section of Rochester, to Shirley's childhood home on Peaslee Road. She became a member of the Rochester Historical Society and was also active with the Greater Rochester Interfaith Council and participated in its annual Church World Service Crop Walk. She approached all of her community involvement as a labor of love and brought laughter and humor to everyone around her.

Shirley valued old friendships, staying in contact with a childhood friend through daily telephone calls. She reunited with classmates from Spaulding High School for monthly breakfasts and helped organize annual reunions for those who lived at a distance. She also met regularly with a gathering at a local donut shop.

Fondly known as "Binky," Shirley enjoyed camping in the White Mountains, fishing, genealogy, crafts, and playing board games and cards with friends and family—games which she won so often that it led to good-natured teasing. In recent years she took many day trips with women from Gonic Meeting. She was an avid gardener who loved her flowers; a few weeks before her death she asked a member of Meeting to take snowdrops from her garden and give them away to friends.

In conversation, Shirley sometimes paused for varying periods before giving her response. Whether listening for a leading, gathering her thoughts, or searching for the words to best express herself, Shirley sometimes faltered in speech. In contrast, Shirley would suddenly and merrily sing full verses of hymns or songs from her childhood.

Shirley kept voluminous files of clippings, old letters, and other ephemera, as well as historical records for the Dover and Gonic Meetings and some of their committees. In the last few weeks of her life, Shirley maintained she still had things to do, including organizing her files and documenting the property and responsibilities of Gonic Meeting.

Shirley's Quaker faith held great significance for her. Shirley and Eddie were instrumental in reviving Dover Meeting in the mid-1950s and were faithful caretakers of the meeting house as well as of the Gonic meeting house. For many years Dover and Gonic Preparative Meetings formed Dover Monthly Meeting, and it was understandably an emotional time when Dover and Gonic became separate monthly meetings in the mid-1970s. Shirley and Eddie kept Gonic Meeting alive even when First Day attendance fell to two or three, and they held meeting for worship in their home in winter to avoid the expense of heating the meeting house.

A regular attender of Yearly Meeting Sessions, Shirley served as a member of Permanent Board and the Christian Education, Nominating, Student Loan and Scholarship, Wider Ministries, and Finance committees. For many years her name appeared in the minute book as a superintendent of Bible School (First Day school). She was very active in the United Society of Friends Women, as her mother had been, and was loved and respected for her service.

Shirley always looked forward to Quaker gatherings with excitement. She loved Quarterly Meeting and often made an apple cake, cookies or other treat to share with the gathering. She recalled quarterly meetings from the days when it was an important occasion and included large numbers of children and young people. Her memories of Sessions went back to the times when Yearly Meeting met at a Baptist campground in Ocean Park, Maine.

Shirley was a wonderfully outgoing person, but had reserves of deep quiet. On the evening before she died, several Friends and Shirley's cat, Sweetie Pie, gathered for a meeting for worship at her bedside at the hospice. After about 20 minutes of silence, Shirley spoke about Thomas Kelly, whom she had met when she was 16, and whose writings influenced her throughout her life. We also sang hymns and shared our love. Those of us who were with her that evening will never forget the holiness of those moments.

Shirley's memorial service was held at a funeral home because the Gonic meeting house was not large enough to hold all of those who would come to honor her life. During the service we sang her favorite hymn, "In the Garden," and many, many friends shared memories of Shirley's friendship and service.

We will miss Shirley's warm presence—the twinkle in her eye, her impish grin, her kind words for each person, her giving nature. She radiated a spirit of love and care that was both endearing and disarming; it warmed us and told us we were loved. She was a truly faithful friend and Quaker.

Gonic Monthly Meeting
First Month 8th 2012

Hartford Monthly Meeting

Memorial Minute for Beverly Jenness Stamm

June 26, 1918 – September 23, 2011

Beverly Jeanne Jenness was born and grew up in Jackson, Michigan. Growing up she was proud of the progressive traditions her father, a railroad switchman, introduced to her in describing his participation in the union movement. This laid the groundwork for her lifelong commitment to social justice. The death of her father when she was 18 had a profound impact on Beverly's life. Recognizing her potential, the daughter of the Dean of the University of Michigan's School of Engineering, for whom Bev babysat, encouraged her to enroll at the University. To enable her attendance, this woman arranged for Genevieve Jenness, Bev's mother, to work as a housekeeper for Dean Cooley, and for Bev and her mother to live in the Dean's house. Eventually Bev moved into a women's co-op house on campus where she met John Stamm who lived in a "brother" co-op house. Bev graduated from the University of Michigan with an A.B. in Sociology in 1941. She was the first person in her family to attend and graduate from college, of which she was very proud. In 1942, she and John were married in Chicago where John was working as an electrical engineer. Both Bev and John were active in the Quaker community in Chicago. Their first child, Liesa, was born in Chicago in 1944. In reflecting on her marriage, Bev reported that John was the most unusual person she had ever met, an assessment she held throughout her life.

One of Beverly's primary passions was the education of young children and she devoted much of her life to this endeavor. Bev was a pioneer in what has become the field of Early Childhood Education. She received one of the early degrees in the field in 1942, a diploma in Child Development and Nursery Education from the highly respected Merrill-Palmer Institute in Detroit. What followed were many years of dedication to pre-school teaching in a number of different settings, beginning with the University of Chicago Settlement House in Chicago where she and John lived after their marriage. In 1945 they moved to Pacific Oaks, a commune comprised primarily of Quakers in Pasadena, California. The commune ran the Pacific Oaks Friends School, a pre-school in which Bev taught as a head teacher for three years. The School eventually served as the basis for establishing what is now Pacific Oaks College and Children's School, highly regarded in the field of Early Childhood Education. In 1948 Bev became

Assistant Director, as well as a pre-school teacher, at the Oneonta Cooperative Nursery School in South Pasadena, while also raising Liesa. John was pursuing his doctoral degree in Social Psychology at this time so Bev provided a major support of their family.

Following the birth of Michael in 1949, Bev interrupted her professional life for some years. Bev and John's third child, Eric, was born in 1953. Bev returned to teaching young children in 1960, initially as an elementary teacher in Connecticut and then again as a pre-school teacher after the family moved to Long Island, NY in 1963. In the 1970's Bev was again an educational pioneer, this time in the emerging field of Special Education. Initially at the Bank Street School (NYC), and eventually at Columbia University Teacher's College, she pursued studies in Special Education and earned her master's degree from Teacher's College in 1976. She began teaching in the Nassau County Board of Cooperative Educational Services (BOCES) Preschool Program for Multiply Handicapped Children in 1971, as a Lead Teacher, and eventually as a Learning Disabilities Specialist and administrator of the BOCES Cerebral Palsy School, where she was responsible for planning and coordinating the education of children with multiple and severe learning problems. As her grandson, Peter, reflected "It's impressive that a woman of her generation, who had to take care of herself from a young age (due to the death of her father), accomplished so much outside of her home."

Bev combined her devotion to the education of young children with several of her other life joys and commitments. In all educational contexts, she drew on her love of music to direct children in singing, which she accompanied on her Autoharp. Quakerism was a central pillar of Bev and John's life. They were members of meetings in Chicago; Pasadena, CA; Jacksonville, FL; Hartford; Manhasset, NY; and Conscience Bay Meeting, NY. For all these Meetings, as well as for New York Yearly Meeting and Friends General Conference, Bev was a stalwart member of the Religious Education Committee, and in some cases, developed as well as taught in the Meeting's First Day programs. Bev and John were members of Hartford Monthly Meeting from 1956 to 1963 and all three of their children were "raised" in the Meeting. They returned to Hartford in 1997 to live near their daughter, Liesa, and to re-join the Hartford Meeting community. Beverly was active on the Meeting's Library Committee and became part of the Quaker ladies long-standing book club.

In addition to the Quaker Meeting, Bev always remained involved with the communities in which she lived. She expressed her commitment to improving social conditions while in

Hartford between 1956 and 1963 through participation with the League of Women Voters, the Sister Cities Project, the World Affairs Council, the Children's Museum, and the American Friends Service Committee, among other organizations. After retirement, she developed programs for children at the Stony Brook, NY historical society, where she served as a docent.

And Bev loved to travel, to learn about new places, people and cultures. Beginning with Bev's first trip to Europe in 1960, at which time she met her mother-in-law for the first time, she and John made numerous journeys that eventually included every continent in the world. A particularly memorable trip was to South Africa to celebrate her 80th birthday, also Nelson Mandela's 80th birthday.

One of Bev's outstanding qualities was her sense of and appreciation for beauty. She expressed this through gardening, her love of flowers, and music. During Friendly visits from Pastoral Care in the last years of her life she enjoyed looking at books of flowers, at photos from her trip to Amsterdam during the tulip season, listening to music, and singing along with a remarkable memory of the words to songs from earlier in her life. Bev was always very creative and made her home beautiful, frequently decorating with mementos from her travels. She designed imaginative hats, and other decorations to express the themes of her children's birthday parties. She was an excellent seamstress and among other things made Halloween costumes and clothes for Liesa. And in her 70's she took up upholstery, and re-upholstered three of the living room chairs (in her colors, purple and turquoise). Bev had an openness to and joy in learning about new places through her travels, meeting people from other backgrounds and cultures, and discovering new areas of knowledge and experience. After her retirement, for example, she began reading the classic literature she had not gotten to earlier in her life, including Dante's *Inferno*. And after reading an art history book, she organized travel for herself and John to Istanbul to see the Hagia Sofia, among other important sites of Islamic and Byzantine art. Even in her last years, Beverly was actively interested in learning new things and through sharing her experiences, continued to enrich the lives of others. She had an infectious laugh that made it a pleasure to be with her and drew you into to her experience of the joys and humorous moments of life.

Epistle from the 6th World Conference of Friends, 17-25 April 2012

To Friends Everywhere,

We greet you amid the beauty of the Rift Valley, surrounded by the welcoming embrace of Kenyan Friends. From April 17 to 25, 2012 close to 850 men and women from all the streams of Friends, coming from 112 yearly meetings and groups in 51 countries have gathered at Kabarak University near Nakuru to consider the theme "Being Salt and Light: Friends Living the Kingdom of God in a Broken World."

The colours, songs, movements, rich diversity and joyful spirit of Friends here gathered have inspired and uplifted us all. We have heard Friends from around the world, including several young, prophetic voices, speak on the theme. They gave a wide variety of interpretations of salt and light in a biblical context and also in how we can apply its meaning to life in our world today.

The call that brought us together was to be salt and light as we live out the Kingdom of God. We received this call with a real sense of urgency in these times of natural disasters, violence, global change, and unequal access to basic needs. We have been reminded that we are sometimes too preoccupied with being heavenly to be useful on Earth. We see this as a challenge to not detach ourselves from the wider society in hope that this will bring us closer to God. Rather, we need to be present and engaged in our communities, while remaining attentive to the Still, Small Voice, in order to allow the Spirit to work through us.

'The Religious Society of Friends—the Friends Church—is about nothing if it is not about transformation' in the words of one of our speakers. As Friends we feel called to try to return to the conviction and simple faith of our Quaker ancestors and their transformed lives, so that we may once again become a prophetic people, speaking to God's purposes in these times.

We first have to look inward, both as individuals and as a religious society. Can we end our internal strife? Can we reach out in love to one another as Jesus commanded? We may not understand liberal/evangelical/programmed/unprogrammed Friends but we are Friends. The diversity of Friends at this conference has provided us with an opportunity to live out our testimonies to equality and truth. Our ability to do so has been put to the test. We found ourselves reluctant to go beyond polite acceptance and avoidance of difference. We are not united in all of our attitudes and beliefs, yet we choose to come together to listen, to share, and to hear things we may find uncomfortable and upsetting. As we choose to seek connection in the midst of our differences, we witness the power of God to bless and heal. We may not always understand each other fully, but we are united in our yearning for transformation. We are united in God.

We live in a broken world. We were moved to realise that so many of us here carry a sense of grief, loss, failure or hurt. We were forced to recognise the brokenness in us and in our Religious Society. A speaker challenged us to consider that brokenness may also be opportunity. We are uncomfortable with feeling brokenness and seeing it around us, yet from it we gain strength, empathy and compassion. Rather than trying to heal our brokenness as quickly as possible, we challenge ourselves - and Friends everywhere - to consider what God's plan could be for a hurting individual, and for a hurting community.

We know that the Kingdom is come and coming. We pray that we may experience the Kingdom of God within ourselves here and now, so that we may live it more fully in transforming this world. In this we anticipate the everlasting Kingdom, in which the world will be made whole.

Here in Kenya, we remember the post-election violence that shook this nation in 2008, and the courageous stance taken by our brothers and sisters. We invite all Friends to join us in prayer for Kenyan Friends who are working even now for the prevention of conflict, and for their whole nation as their elections approach. We pray also for all people facing conflict and violence in the world.

Early on in our time together, we were asked the same question that God asked Elijah on Sinai: "What are you doing here?" In the latter half of the conference we have considered many queries that have come out of our work together in small groups. Each of these queries asks, in one way or another, "What will you do after you leave here?" We bear these queries with us, as they are for all Friends to discern how God is leading.

The inward voice of Christ Jesus is what will answer these questions for us. May we be faithful in listening to that voice once we have returned from this gathering. As Christ leads all of us, we can become the salt of the Earth and the light of our broken world.



The Kabarak Call for Peace and Ecojustice

The Kabarak Call for Peace and Ecojustice was approved on 24 April 2012 at the Sixth World Conference Friends, held at Kabarak University near Nakuru, Kenya. It is the culmination of the FWCC World Consultation on Global Change which was held in 2010 and 2011. It is being circulated with the Conference Epistle.

In past times God's Creation restored itself. Now humanity dominates nature and we must become careful stewards of all life. Earthcare unites the traditional Quaker testimonies: peace, equality, simplicity, love, integrity, and justice. Jesus said "As you have done unto the least... you have done unto me". We are called to work for the peaceable Kingdom of God on the whole earth, in right sharing with all peoples. However few our numbers, we are called to be the salt that flavours and preserves, to be a light in the darkness of greed and destruction.

We have heard of the disappearing snows of Kilimanjaro and glaciers of Bolivia, from which come the life-giving waters. We have heard appeals from peoples of the Arctic, Asia and Pacific. We have heard of forests cut down, seasons disrupted, wildlife dying; of land hunger in Africa; of new diseases, droughts, floods, fires, famine and desperate migrations – this climatic chaos is now worsening. There are wars and rumors of war, job loss, inequality and violence. We fear our neighbors. We waste our children's heritage.

All of these are driven by our dominant economic systems – by greed not need, by worship of the market, by Mammon and Caesar.

Is this how Jesus showed us to live?

- We are called to see what love can do: to aid the widow and orphan, to appeal to consciences and bind the wounds.
- We are called to teach our children right relationship, to love our neighbor as ourselves, to live in harmony with each other and all living beings in the earth, waters and sky of our Creator, who asks, "Where were you when I laid the foundations of the world?" (Job 38.4)
- We are called to do justice to all, to repair the damage, and to walk humbly with our God, to cooperate lovingly with all who share our hopes for the future of the earth.
- We are called to be patterns and examples, in a 21st century campaign for peace and ecojustice, as difficult and decisive as the 19th century abolition of slavery

We dedicate ourselves to let the living waters flow through us -- where we live, regionally, and in wider world fellowship. We dedicate ourselves to the peace that passeth all understanding, to the repair of the world, opening our lives and hearts to the Light to guide us in each small step.

Bwana asifiwe. Apu Dios Awqui. Gracias Jesús. Jubilé. Salaam aleikum. Migwetch. Tikkun olam. Alleluia!

Progress Report on the disposition of the NEYM property, the former NE Friends Home, 86 Turkey Hill Lane, Hingham, MA

To: Ad Hoc Property Committee, Finance Committee, Coordinating & Advisory Committee
and Permanent Board

From: Jonathan Vogel-Borne

Updated: 9 May 2012 (*new material after the 13 March 2012 update begins on page 14*)

With the last of the residents moving out to a new situation, the New England Friends Home officially closed operations on Friday, September 2, 2011. The following is an update on subsequent events and decisions:

- **9/2/2011:** Barry Corbin, a friend of Alice Schaefer's (former clerk of the Friends Home Committee) moved into the Home as our contracted live-in caretaker that same Friday. Barry and Jonathan Vogel-Borne signed a letter of agreement outlining terms of service. The agreement was for one month trial period, ending on September 30, 2011.
- Alice Schaefer spent time in the Home's office, sorting papers, handling phone calls, cancelling no longer needed insurance, working with Barry to close down various systems in the house (heat, automatic lighting, etc.) and generally closing out the Friends Home operations.
- Jonathan Vogel-Borne took over the administration of the Friends Mutual Health Group insurance serviced by Everence.
- **9/10/2011:** Friends Home Committee held its last meeting. It minuted a request to NEYM that the Friends Home Committee be laid down. After lunch, Permanent Board's ad hoc Property Committee took up its charge, minuted (#11-78) at the Board's August 11, 2011:

New England Friends Home Update: Edward Baker reported that the entire Home may be vacated by September 1. The last 3 residents are close to finding other accommodations, so it may not be necessary to hire an interim director.

Friends reviewed the authorization from Sessions for PB to move forward with creating an ad hoc committee to oversee disposal of the property:

YM Minute 11-30. Edward Baker then outlined a process for the sale or lease of the property to take place, under the care of an *ad hoc* Friends Home Property Committee to plan and supervise this transition under the oversight of Permanent Board. Friends approved the creation of the *ad hoc* committee.

Volunteers are needed to serve on the Property Committee and those interested are invited to speak to any member of the Permanent Board. It is expected that the Yearly Meeting Treasurer and Yearly Meeting Secretary will serve on it *ex officio*, and that 3-5 additional members will be needed. This committee would create a request for proposals for the property, distribute the Request for Proposals to companies managing retirement homes or communities and other interested parties, supervise at least one showing of the property, receive proposals, and share the proposals with their recommendation for the most advantageous course of action with the Permanent Board.

YM Minute 11-31. We authorize the Permanent Board to select the most appropriate proposal for sale or lease of the Friends Home property and to take all necessary actions to transfer the property to a new owner, or lessee, as the case may be, and to report to Sessions next year on the matter. We authorize the Permanent Board to determine the "best use" for the property, and not necessarily be bound to take the highest offer, in their discernment.

Friends approved the appointment of an Ad Hoc Friends Home Property Committee, consisting of the YM Secretary, YM Treasurer and PB Clerk as ex-officio members, along with Trish Hogan,

Travis Belcher, and Chris Doehlert, who have agreed to serve on the committee. Betsy Kantt, Judith Shea, and possibly other Friends, will also be asked to serve on the Committee. Phil Stone, who has experience with closing down facilities, has offered his services as a resource.

Friends approved authorizing the ex-officio members of the committee (Jonathan Vogel-Borne, Ed Mair and Edward Baker) to make decisions with regard to issues that arise that cannot wait for an initial meeting of the full ad hoc committee.

Friends approved the hiring of Kopelman and Paige LLC (the law firm which Jeanne McKnight works with) to provide legal services for the sale of the Friends Home property, including review of any responses to a Request for Proposal, and disposal of antiques or other property. The firm has offered their services at \$165/hr (their lowest rate).

- The ad hoc Property Committee members are Edward Baker (clerk, Permanent Board and convener), Trish Hogan (Finance Committee), Jonathan Vogel-Borne (YM Sec), and Ed Mair (Treasurer), Zona Douthit (Lawyer, and from Providence Meeting), Travis Belcher (Former clerk of Finance Committee), Barry Corbin (Caretaker), Chris Doehlert (NEFH Treasurer), Betsy Kantt (NEFH Committee), Jeanne McKnight (Legal Counsel).
- The Committee decided to:
 - obtain an appraisal of the property
 - engage a commercial real estate broker, if that seemed advisable
 - arrange for an auction house to sell certain contents of the Home
 - contact Friends Services for the Aging for general advice
 - create a Request for Proposals to circulate among parties interested in buying the property
 - assure that Friends Home accounts have sufficient funds available to maintain the property until it is sold. Loans from the NEYM operating reserves, to be repaid upon sale of the property, are to be transferred as needed to the Friends Home accounts to cover the property's expenses.
 - work with Barry Corbin, the live-in caretaker, to assess the immediate and long-term maintenance needs of the property.
 - not formally show the property until the appraisal was completed, a Request for Proposals was written, and we had decided about whether or not to engage a commercial realtor.
 - to meet again on October 9, 2011 at Wellesley (MA) Meetinghouse.
- **9/13/2011:** A \$20,000 check from NEYM's operating reserves sent to the NE Friends Home accounts to cover closing and ongoing expenses.
- **9/21/2011:** Barry Corbin and Jonathan Vogel-Borne develop a comprehensive list of immediate and long-term maintenance needs.
- Alice Schaefer adjusted our insurance coverage through Church Mutual to reflect our current condition.
- **9/28/2011:** Upon Jeanne McKnight's recommendation, Jonathan Vogel-Borne engaged T.H. Reenstierna, LLC, Real Estate Appraisers and Consultants to conduct a commercial appraisal of the property. Total cost \$3,000 to be completed in four to five weeks.
- **9/29/2011:** A second check for \$20,000 from NEYM's operating reserves sent to the NE Friends Home accounts to cover ongoing expenses.
- **9/30/2011:** Barry Corbin and Jonathan Vogel-Borne sign a letter of agreement that Barry's contracted service as live-in caretaker would continue until the property is sold.
- **10/1/2011:** Trish Hogan, Jonathan Vogel-Borne, and Ed Mair update the Finance Committee on progress towards sale of the Hingham property. The Committee instructed Ed Mair and

Jonathan Vogel-Borne to seek advice as to how to show in the NEYM operations accounts, the loans to Friends Home accounts and the anticipated expenses related to the sale of the property (i.e., appraisal, legal services, etc.).

END OF 7 OCTOBER 2011 UPDATE

- **10/9/2011:** Ad Hoc Committee holds second meeting, where we:
 - Agreed on general principles of accounting transparency
 - *NEYM operations books:* Fees for the appraisal, brokers fee, legal fees, and anything else to do with sale of the property
 - *NE Friends Home Books:* All expenses related to the maintenance of the property.
 - Jonathan Vogel-Borne (YM Secretary), Chris Doehlert (NE Friends Home Treasurer), and Ed Mair (NEYM Treasurer) will develop budgets for the ongoing maintenance and sale of the property.
 - Assigned Barry Corbin, Jonathan Vogel-Borne, and Travis Belcher to develop a triage list of maintenance items that need our urgent attention with priority given to security, safety, cost lowering tasks (weatherizing, broken windows, etc.), tasks that if not attended in the next couple of months will incur large costs in the future (water entering the house, etc.), and other tasks that may negatively affect the sale of the property.
 - Heard a report from Edward Baker that Willis Henry Auctions, Inc. who has agreed to conduct an auction of Friends Home items sometime this fall, perhaps November.
 - Learned that Amesbury (MA) Meeting has asked for items related to John Greenleaf Whittier to be indentified and transferred to the care of the Amesbury Meeting.
 - Asked Chris Doehlert to pursue his contacts of commercial real estate brokers and Jonathan Vogel-Borne to use the content from the commercial appraisal to work on a draft Requests for Proposals.
- **10/14/2011:** Mark Reenstierna, a commercial appraiser with TH Reenstierna, LLC, visits the property.
- **10/20/2011:** NE Friends Home property insurance cancelled and transferred to the NEYM operations Church Mutual Insurance policy for an additional fee of \$2,761 (paid 11/8/2011).
- **11/1/2011:** A third check for \$12,500 from NEYM's operating reserves sent to the NE Friends Home accounts to cover ongoing expenses, hopefully taking us into December 2011.
- **11/3/2001:** Chris Doehlert, Ed Mair, Jonathan Vogel-Borne and Tenneysa Hughes (Coughlin Consulting, NE Friends Home bookkeeping service) have a conference call to determine estimates of non-recurring and ongoing monthly costs. A bill from the NE Friends Home accounting firm, Joseph P Costello, CPA, for \$7,881 surprised us. It was for FY2009 (unbilled due to clerical error) and FY2010 tax filings and a large fee for QuickBooks consultations. Chris is in conversation with the firm to see if we can put off payment for this bill until the sale of the property. We also looked at how to reduce the high costs for utilities now that there is only one person living at the home.
- **11/10/2011:** Kevin Delaney, a prospective commercial real estate broker, visits the property.
- **11/10/2011:** Mark Reenstierna delivers a DRAFT appraisal for our review.
- **11/10/2011:** Jonathan Vogel-Borne has an extensive conversation with Joanne Heffernan of South Shore Preparative Meeting. The Meeting meets at the Home and is very concerned

about both the Meeting's and the Home's future. They were distressed to have only heard about the closing through reports in the local papers. Joanne conveyed the Meetings sense that NEYM should not sell the property but should turn it into a retreat center or find some other use consistent with Friends ways.

- **11/13/2011:** Ad Hoc Committee holds second meeting. We took action on the following items:
 - **Kevin Delaney** a commercial broker with Coldwell Banker attended the open segment of our meeting. He sees the highest and best use of the property is to continue operations in elder services. We discussed the various methods in which the property would be marketed and the terms of a potential listing agreement. Given that we have already been approached by a number of interested parties, we asked whether we would need to be bound by Coldwell Banker's exclusive listing. Kevin assured us that within a mutually agreed time period, NEYM could obtain sale proposals from any potential buyers who have already approached us and proceed with a sale on our own. **We agreed to engage Kevin Delaney as our broker.** Kevin's rate for the sale is 6%. We will offer him 3% if the sale of the property is from a party that has already approached NEYM. Edward and Jonathan will finalize a list of interested parties and convey that information to Kevin Delaney. Since Coldwell Banker is prepared to do extensive marketing of the property, we will not pursue writing a separate Requests for Proposals.
 - **Appraisal:** We were disappointed with many aspects of the appraisal, such as:
 - The final market value is based on sales of properties that we feel are not comparable with the NE Friends Home's facility and operation.
 - Rather than just an "as is" appraisal of the property, we wanted to see analyses for other potential uses, including such information as the sale of 1 acre lots in Hingham, assuming 3 one-acre lots on the property would pass septic system requirements. With Kevin Delaney as our broker, we see no need to continue development of the appraisal and **we will seek to terminate the contract** with T.H. Reenstierna.
 - **Finances:** We reviewed the ongoing expenses of the property. As of this date, NEYM has sent \$52,500 to subsidized the property's expenses
 - **South Shore Preparative Meeting:** Jonathan Vogel-Borne, Betsy Kantt, and Barry Corbin reported on their contacts with the Meeting. Jonathan and Barry will keep in touch with the Meeting so as to keep them informed.
 - **Hanson/Hill Fund:** NEYM operations carry the Hanson/Hill fund, a fund restricted for the support of the NE Friends Home with an approximate value of \$24,000. **We will ask Permanent Board to approve the liquidation of this fund** to support the ongoing expenses of the home until sale.
 - **Amesbury Meeting request:** Permanent Board will take up the question of returning items at the home related to John Greenleaf Whittier.
 - **Contents of the Home:** Willis Henry Auctions, Inc. did not find many items of value at the home. They would include some items in a general auction, but would not hold a separate auction at the Home. A local Hingham business is interested in doing an inventory of the Home's contents and would then offer to buy some of the items. Any purchase offer will need to be presented to the ad hoc Property Committee. The South Shore Preparative Meeting is making a list of books that belong to them.

END OF 14 NOVEMBER 2011 UPDATE

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- **11/18/2011:** Jonathan Vogel-Borne circulates an email to parties that had expressed interested in property with a flyer describing the property, "Property available for Elder Services Provider." These parties were: 1) Benchmark Senior Living, 2) Atlantic Retirement Group, 3) Montessori Secondary School, 4) The Horizon Group (consulting group), 5) Norwell Visiting Nurses Association and Hospice, and 6) a couple in Hingham looking to buy the Home and move in with their elder parents.
 - **11/18/2011:** Permanent Board approves the liquidation of the Hanson/Hill Fund to support the ongoing expenses of the home until sale.
 - **11/21/2011:** Jonathan Vogel-Borne receives the proposed listing agreement from Kevin Delaney. Jonathan passes the agreement on to Jeanne McKnight, who sends back an extensive revision, mostly to clarify and strengthen language enabling us to seek proposals for a long-term lease as well as for sale of the property.
 - **11/21/2011:** Kevin Delaney asks Jonathan Vogel-Borne for a copy of the appraisal. Jonathan telephones Kevin to tell him that the Committee had agreed not to share the appraisal for the reasons listed in the notes from our 11/13/2011 committee meeting. Kevin asks the Committee to complete the appraisal, noting that he, as a broker, can only give an opinion of value, where a licensed appraiser can offer an actual value. For Kevin, having a commercial appraisal in hand is a tool that would help him to sell the property. Jonathan consults with other Committee members and ask the Committee to re-open whether or no we would ask Mark Reenstierna to complete the appraisal for a final decision at the next Ad Hoc Committee meeting.
 - **11/30/2011:** Jonathan Vogel-Borne and Kevin Delany sign the revised listing agreement engaging the services of Kevin Delaney, with Coldwell Banker, as our broker.
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Email sent December 20, 2011 with a chronology of the NE Friends Home bookkeeper fraud

November 29, 2011: We find that close to \$23,000 has been embezzled from the NE Friends Home accounts by a bookkeeper, subcontracted by a firm we hired on June 27, 2011. Below is a chronology what's happened and where we are as of December 20, 2011. This document was sent by email to the Ad Hoc Property Committee, Finance Committee, and Coordinating & Advisory Committee, with the following attached: 1) the referenced email string (available from Jonathan Vogel-Borne upon request); 2) a spreadsheet prepared by Chris Doehlert showing comparative transaction details between bank statements and QuickBooks; 3) Chris Doehlert's cover letter of a fax to the Hingham Police Department sending images of fraudulent checks; and 4) Letter of intent between Coughlin Consulting Services and NE Friends Home, dated June 23, 2011.

- **November 29, 2011:** Chris Doehlert (the NE Friends Home Treasurer) receives a late evening call from Kim Coughlin (principal of Coughlin Consulting Services which had been engaged as an outside bookkeeper) indicating that Tenneysa Hughes (an independent contractor engaged to support NEFH) had admitted to stealing \$4,000 from the Home. The admission had been made in the context of investigating other fraud.
- **November 30, 2011:** Jonathan Vogel-Borne receives a call and an email from Chris Doehlert letting Jonathan know of the situation (see 11/30/2011 email from Chris Doehlert, subject: "another (serious) problem").
- **November 30, 2011:** Chris Doehlert spends the day in Hingham meeting with Kim Coughlin, officials at the Hingham Institution for Savings (HIS), and filing a report with the Hingham Police Department.

- **December 1, 2011:** Chris Doehlert asks Hingham Institution for Savings (HIS) for past bank statements and front and back images of cancelled checks, dating back to before the beginning of Tenneysa Hughes' hire date, June 27, 2011 (see 12/1/2011 email from Chris Doehlert to Mary Lambert, subject: "old statements").
- **December 1, 2011:** Chris Doehlert alerts the rest of the ad hoc Property Committee of the theft (see two emails dated 12/1/2011 from Chris Doehlert, subject: "bookkeeping incident at the NEFH - update").
- **December 5, 2011:** Chris Doehlert receives bank statements and check images from HIS and finds that the fraud from 9 checks Tenneysa Hughes wrote to herself amounted to much more money than we had originally thought, slightly more than \$20,000. Comparing the bank statements with the QuickBooks report, Chris found a few other questionable checks made out to unknown individuals or vendors, amounting to an additional \$3,000 in possible fraud (see 12/5/2011 email from Chris Doehlert, subject "re: need for cash," where Chris outlines his preliminary findings).
- **December 6, 2011:** Jonathan Vogel-Borne files an insurance claim, informing Church Mutual, our insurance provider, of the loss. They will send Jonathan a package with forms to fill out and procedures to follow.
- **December 7, 2011:** Jonathan Vogel-Borne drives to Hingham and deposits \$30,000 into the NE Friends Home account at Hingham Institution for Savings. The bank closes the account and transfers the money into a new account without requiring a corporate resolution to open a new account. Signatories on the account are Chris Doehlert, Alice Schaefer (the last clerk of the NE Friends Home Committee), and Laura Leventhal (the last NE Friends Home Director).
- **December 7, 2011:** Chris sends an email to update the ad Hoc Property Committee (see 12/7/2011 email from Chris Doehlert, subject: "update on NEFH bookkeeping/finance issues").
- **December 8, 2011:** Chris obtains online access to the bank account (see 12/8/2011 email from Chris Doehlert, subject: "Business Online Banking").
- **December 9, 2011:** Chris sends Jonathan Vogel-Borne and Ed Mair an updated spreadsheet showing the suspected fraud (see 12/9/2011 email from Chris Doehlert, subject: "fraud update." The spreadsheet attached to this email accompanied the "fraud update").
- **December 9, 2011:** Chris sends the Hingham police (copies to Jonathan Vogel-Borne) a PDF including a cover letter (attached to this email), check images (front and back) of NE Friends Home checks made out to Tenneysa Hughes, images of a few other suspected checks, and the letter of intent with Coughlin Consulting Services (attached to this email).
- **December 11, 2011:** Jonathan Vogel-Borne attends the South Shore Preparative Meeting at the former NE Friends Home in Hingham. Jonathan meets with Barry Corbin the live-in caretaker at the Home. Jonathan picks up the computer used by the administrators of the NE Friends Home to take back to the NEYM Office in Worcester.
- **December 13, 2011:** Jonathan Vogel-Borne and Ed Mair have conference calls with Chris Doehlert and Trish Hogan (Finance Committee representative on the ad Hoc Property Committee) to assess where we are and what next steps to take.
- **December 16, 2011:** Jonathan Vogel-Borne receives the QuickBooks portable file that was exported from Tenneysa Hughes' computer with the current NE Friends Home QuickBooks

accounts. Jonathan successfully loads the QuickBooks file as a new company on the NE Friends Home computer with the stand-alone version of QuickBooks 2010 Pro software.

- **December 16, 2011:** Jonathan Vogel-Borne calls Trish Hogan to consult with her about next steps. As an experienced bookkeeper, Trish might be available to clean up the books and help us through this period until the sale of the property. We are all very clear that the person creating the checks should NOT be signing the checks. In that conversation, upon Trish's recommendation, Jonathan is exploring the idea of hiring an outside Certified Public Accountant to clean up the books, bring them up to date and recommend accounting procedures for the NE Friends Home accounts until the property is sold (*see continuation of this item in December 28, 2011 and January 3, 2012 entries below the fraud chronology*).
- **December 19, 2011:** Upon receipt of the "Dishonesty Proof of Loss Form" in regard to our claim (#1163435) with Church Mutual Insurance, Jonathan Vogel-Borne calls Michelle Thimm at Church Mutual and determines that our coverage relates only to employee dishonesty, and by definition Tenneysa Hughes is NOT an employee. In Church Mutual's language of our insurance policy's "Employee Dishonesty" coverage, "'employee' does not mean any agent, broker, factor, commission merchant, consignee, independent contractor or representative of the same general character." Tenneysa Hughes was an independent contractor hired by Coughlin Consulting Services, yet another independent contractor. While Church Mutual agents will not deny a claim over the phone, Michelle Thimm did confirm that because our coverage is only for employee dishonesty, our insurance policy will not cover this loss. We need to decide whether or not to file Church Mutual's "Dishonesty Proof of Loss Form," which requires sworn/affirmed testimony in front of a notary public.
- **December 19 2011:** Until the books are brought up to date, Chris Doehlert will create checks to pay the bills and send the checks with copies of the documentation to Alice Schaefer for her to sign and mail.

END OF FRAUD CHRONOLOGY SENT BY EMAIL, DECEMBER 20, 2011

- **12/6/2011:** Dan Podolsky, a former Church Mutual Insurance representative now an independent broker, reviews our insurance policy for the home and points out to Jonathan Vogel-Borne that the Turkey Hill building is listed as "vacant" and is therefore underinsured. Jonathan contacts Church Mutual to find out what would be required for the building to be insured as "occupied." Church Mutual underwriters say that short of the building being back in partial or full operation, they will not underwrite a policy giving us full coverage as an occupied building. They say one person—our contracted, live-in caretaker—inhabiting a 15,000 square foot building is vacant, whether or not that person is an NEYM employee or an independent contractor (*see December 29, 2011 below, for more about insurance coverage*).
- **12/9/2011:** Kevin Delaney shows the property to a prospective buyer. The buyers ask for architectural drawings of the building. Barry Corbin is asked to look for them.
- **12/16/2011:** Jonathan Vogel-Borne sends an email to Benchmark Senior Living, Atlantic Retirement Group, Montessori Secondary School, and the Horizon Group inviting them to bring a proposal for purchase of the property to the table by December 31, 2011. After that date, we would still welcome a proposal, but the groups would be dealing directly with Kevin Delaney through Coldwell Banker. The Visiting Nurses Association and Hospice never got back to Jonathan and the couple in Hingham had decided not pursue the purchase. Benchmark

Senior Living returned Jonathan's email saying they were withdrawing their interest in the property.

- **12/28/2011:** Brian Clark, NEYM Pooled Funds treasurer who runs a business in Hingham, assists Jonathan Vogel-Borne find a South Shore-based CPA to help us clear up the Home's books, close last fiscal year 2011 (Sept 30), do government filings, and advise us in best practices for the way forward. Consulting with Ed Mair and Edward Baker, Jonathan begins the process of engaging the services of Steve Snow a CPA with the Braintree accounting firm, Leonard, Mulherin, and Greene (lmgpc.com).
- **12/29/2011:** Jonathan Vogel-Borne receives final confirmation from Church Mutual Insurance that they will not fully insure what they consider is an unoccupied building. The email from Church Mutual is as follows:

Our Underwriting Department has reviewed the Vacant Building located at 86 Turkey Hill Lane Hingham, MA 02043. They have determined that this building will need to remain as a Vacant Building. Our underwriting department has also restricted the perils covered to our Basic Form. I have enclosed a copy of the Basic Form here for you to review.

Also included in your Multi Peril Policy under the Property Conditions Form (See below) is our Vacancy Clause. This clause clearly states that if a building where loss or damage occurs has been vacant for more than 60 consecutive days before the loss or damage, we will: **not pay** for any loss or damage caused by any of the following, even if they are covered causes of Loss: (1) Vandalism (2) Sprinkler Leakage (unless protected against freezing) (3) Building Glass Breakage (4) Water Damage (5) Theft or (6) Attempted Theft. Also, we will reduce the amount we would otherwise pay for the loss or damage by 15%.

During our telephone conversation, you had also stated that a small religious organization is also using this location every Sunday for meetings. We will need to know the full legal name of this organization and receive a Certificate of Insurance from them, naming your organization as an Additional Insured. Once this is received, we will exclude coverage from your organizations policy for this outside group. They need to be carrying their own insurance for their operations.

Jonathan Vogel-Borne consults with Dan Podolsky about next steps.

- **12/30/2011:** Jody Maxwell from the Montessori Secondary School Board emails Jonathan Vogel-Borne a business plan proposing a 60-month lease to buy the property.
- **12/31/2011:** John James of the Horizon Group phones and emails Jonathan Vogel-Borne to say a proposal to continue the property as a provider for elder services is on the way. As of December 31, 2011 Jonathan has not heard back from the Atlantic Retirement Group. This leaves us just two proposals, one in hand from the Montessori Secondary School and the other, from the Horizon Group, promised.
- **1/3/2012:** Jonathan Vogel-Borne sends Steve Snow, CPA with Leonard, Mulherin, and Greene, the NE Friends Home QuickBooks file and other financial information. Steve will look over our situation and get back to Jonathan on Friday, January 6, 2012 with his recommendations on the scope of the work. These recommendations will be forwarded to the Ad Hoc Committee to review at its 1/8/2012 meeting.
- **1/4/2012:** Jonathan Vogel-Borne and Barry Corbin meet to consult about the ongoing maintenance of the building. Barry has found architectural drawings of the building and has scanned them for distribution at the 1/8/2012 meeting. Barry also updates Jonathan that the leak in the furnace has been repaired.
- **1/6/2012:** Steve Snow sends Jonathan Vogel-Borne a letter of understanding, specifying the work he would do for us: 1) Compile information to produce financial statements for the fiscal

year ending September 2011; 2) Prepare NEFH Federal Form 990 for the fiscal year ending September 30, 2011; 3) Review NEFH financial records in an effort to identify any improperly recorded or unauthorized transactions; 4) Assist in updating NEFH QuickBooks file for activity from October 1, 2011 forward.

- **1/8/2012:** Ad Hoc Committee holds third meeting. We took action on the following items:
 - **Montessori Secondary School:** The School's Board proposes a 5 year lease to buy at \$1.1 million. The lease would cover the carrying expenses, but what about costs to modify/improve the property, maintain it and cover unexpected costs? The committee felt that a purchase instead of a lease would be preferable, even if it meant that we gave them a mortgage. Barry Corbin reported that he has shown the home to the school several times and that they have the support of the Trustees and the other abutters. Jeanne McKnight asked if the Trustees could be part of the plan and buy a restriction on the property to prevent future development. Would the Trustees consider buying the land and leasing the building to the school? There are many details missing from their plan, but the committee likes the idea of the school and would like to ask Jonathan to continue a discussion with them.
 - **Disposition of appraisal:** The appraiser wants to finish his work. He only looked at continuing to use the property as a healthcare facility and did not explore or consider any other options. Kevin Delaney feels that a complete appraisal would be beneficial. The committee agreed we should have the appraisal completed and pay the balance due.
 - **New CPA:** The committee approved using Steve Snow as CPA. The committee will ask Jonathan to discuss with Steve the benefits of doing a complete audit. Is there a reason for us to do this? How expensive will it be?
 - **Litigation:** Chris Doehlert will be speaking with the Assistant District Attorney (ADA) on January 9, 2012 and will have the opportunity to provide the ADA with details about the fraud.
 - Tenneysa Hughes is to be arraigned on January 11, 2012 and the charges against her will be formalized at that time. Chris reported that he understands that there is no benefit to us being present. If this case proceeds any further, we may need to be present.
 - Coughlin Consulting Services: Tenneysa Hughes worked for Kim Coughlin, principal, as a independent contractor. Although Kim has insurance, it covers only employees and not contractors. There was clear negligence on Kim's part. Do we want to pursue a civil case against Kim? Jeanne's firm could represent us and will get an estimate. The committee felt that because this is NEYM's money, we have an obligation to protect it and try to recover it.
 - **Insurance:** Church Mutual considers the building to be vacant and will not provide us with the coverage that we need. We have some liability insurance, but very limited, it doesn't include theft, damage by sprinkler, etc.... The committee agrees that Jonathan should pursue getting adequate insurance.
 - **Whittier Items:** Permanent Board approved transferring the Whittier items to Amesbury. Barry Corbin and Ed Mair will coordinate this.

- **1/12/2012:** Following up on the Ad Hoc Property Committee meeting, Jonathan Vogel-Borne contacts the following people:
 - Kevin Delaney who urges the Committee to set an asking price so that he can more fully market the property. Jonathan sends an email to the Committee suggesting that we set the price at \$1.5 million.
 - Mark Reenstierna, the commercial appraiser, asking him to finish the appraisal. Mark expects to have a final draft of the appraisal by early February
 - Steve Snow, CPA, to formally engage his services.
 - Dan Podolsky to check-in about fully insuring the building. Dan is still looking for companies that will insure us.

END OF 17 JANUARY 2012 UPDATE

- **1/21/2012:** Permanent Board meets, Hartford CT

Report on New England Friends Home Property: Jonathan Vogel-Borne reported on behalf of the Ad Hoc Friends Home Property Committee (see PB Minute 11-78). Referencing the Progress Report distributed with the advance documents, he reviewed the major developments since the November meeting, including: the solicitation of proposals and the decision to decline an initial lease-to-buy offer from a Montessori school, which is now working to identify funding and submit a revised proposal; establishing a formal asking price of \$1.5 million while deciding to complete the process of securing an appraisal; the challenge of securing adequate insurance coverage for the property; and steps taken to address the bookkeeper fraud discovered at the end of November.

Jonathan reported that the YM has engaged Steve Snow, a CPA, to help clear up the Friends Home books, close out FY2011, and help to implement best practices moving forward. Current procedures involve Chris Doehlert, who is serving as treasurer for the ad hoc committee, filling out the checks and send them to Alice Schaefer, along with appropriate documents. Alice signs the checks and mails them.

Jonathan clarified the details of the bookkeeper fraud:

- Coughlin Consulting Services (CCS) is the independent contractor hired by NEYM in June 2011 to handle the bookkeeping for the Friends Home following the resignation of the Friends Home's director. Kim Coughlin is the principal and sole employee of the company.
- CCS subcontracted the work to Tenneysa Hughes, an independent contractor, who is the mother of three young children and performed the work at home.
- Sometime during the summer, Ms. Hughes acquired the rubber stamp signature from the CCS office, contrary to YM's agreement with CCS that the stamp would remain at the office. Over the next four months, Ms. Hughes wrote 14 fraudulent checks, amounting to roughly \$23,000.
- Because the fraud involves independent contractors rather than employees, neither the YM's insurance nor CCS's insurance will cover the loss, and due to the use of a signature stamp, the bank will not cover it.
- Ms. Hughes was arraigned in court on January 19, and a warrant for her arrest was issued when she failed to appear.
- It seems unlikely that CCS will survive as a business in the face of the fraud, which also involves other clients in addition to NEYM.
- NEYM has paid CCS \$4,159 for the services rendered since June.
- Jeanne McKnight, serving as counsel for the YM, has advised that if we were to file a civil suit against CCS, seeking to recover damages, the expenses of doing so will likely exceed the funds we might recover. A criminal proceeding against Ms. Hughes may provide a greater likelihood of financial compensation.

Friends addressed the question of whether to pursue legal action against Kim Coughlin for negligence. Several Friends expressed discomfort with pursuing the course of legal action, especially since it seems unlikely to lead to recovering NEYM funds. Friends were also uncomfortable with doing nothing, raising concerns about our responsibility to protect potential future clients from a similar loss and wanting to explore options that could lead to both reconciliation and restitution. Friends recognized the human costs already faced by both Ms. Coughlin and Ms. Hughes.

Friends asked Jonathan and the ad hoc Committee to pursue a face-to-face meeting with Kim Coughlin to explore opportunities for reconciliation and restitution, perhaps at least seeking the return of the fees NEYM paid to CCS. Jonathan intends to gather more information about our options for seeking some compensation within the context of the criminal proceedings against Ms. Hughes.

- **1/22/2012:** Jonathan Vogel-Borne receives a letter from the Massachusetts Commission Against Discrimination giving notice of a discrimination complaint filed on December 2, 2011 by Robin Kizito, alleging racial discrimination and wrongful termination of employment against Barbara Rugg (a former NE Friends Home Director), individually, and the NE Friends Home, and NEYM. Since NE Friends Home is not separately incorporated, the NEYM operations is the named organizational defendant.
- **1/23/2012:** The complaint was also sent to Barbara Rugg. Jonathan Vogel-Borne contacts Barbara Rugg to let her know that he is looking into our insurance coverage and that she should not do anything until she hears back from him.
- **1/23/2012 to 2/8/2012:** Jonathan Vogel-Borne contacts our two different insurance agencies (Church Mutual Insurance with our Multi-Peril coverage and the Mount Vernon Fire Insurance Company, carrying the NE Friends Home Directors and Officers' and Professional Liability insurance policy) to find that we were not covered for a discrimination complaint. In order to be covered for such claims, we needed to have carried Employment Practices insurance. Our Multi-Peril policy, though, will cover the first \$5,000 of legal fees in a defensible claim.
- **1/31/2012:** Jonathan Vogel-Borne sends a letter/PDF to the Massachusetts Commission Against Discrimination to ask that the submission date for our Position Statement be extended to 2/24/2012.
- **2/2/2012:** Jonathan Vogel-Borne puts the NE Friend Home QuickBooks account online, giving access to Steve Snow, Chris Doehlert, and Frederick Martin.
- **2/6/2012:** Hearing back from both insurance companies that we likely do not have coverage for the discrimination complaint, Jonathan Vogel-Borne contacts Barbara Rugg, asking her to prepare her response to the allegations in a Position Statement
- **2/7/2012:** Dan Podolsky, an independent insurance broker, secures a new insurance policy for the property, with full coverage, through Central Mutual Insurance Company, Van Wert, OH. The annual premium is \$6,907. Our underinsured policy with Church Mutual had an annual premium of \$2,761. We will be reimbursed on a pro-rated basis for the remainder of the annual premium when the coverage is cancelled.
- **2/7/2012:** Mark Reenstierna, commercial appraiser, sends Jonathan and Jeanne McKnight the final version of the appraisal. Jonathan authorizes a check for \$1500 to be sent to T.H. Reenstierna LLC, completing payment for the appraisal.

- **2/7/2012:** Jonathan Vogel-Borne contacts Steve Snow, CPA, asking him to obtain an extension for filing the NE Friends Home's federal form 990.
- **2/8/2012:** Jonathan Vogel-Borne contacts Fran Barbieri of the Andover, MA law firm, Schwartz Hannum PC about representing us in the discrimination complaint. This was the lawyer and the firm that handled Barbara Rugg's several employee terminations in late 2010 and early 2011. The firm also represented the Home at appeal hearings for former employees with the Department of Unemployment Assistance. Robin Kizito worked for the NE Friend Home from June of 2010 to February of 2011, at which date her employment was terminated.
- **2/9/2012:** Jonathan receives Barbara Rugg's answers to Robin Kizito's allegations and forwards them to Fran Barbieri.
- **2/11/2012:** Finance Committee is updated on the disposition of the NE Friends home property. Friends expressed concern about the ±\$6,000/month of ongoing expenses NEYM carries on the property.
- **2/12/2012:** Kevin Delaney informs Jonathan Vogel-Borne that we have an offer for \$1.1 million on the property from an assisted living developer/organization. Kevin also lets us know that another interested party is likely to make an offer on the following day. Jonathan convenes a conference call with available members of the ad hoc Committee and, on Kevin Delaney's advice, we decide to counter offer at \$1.4 million (our asking price was \$1.5 million). The assisted living developer/organization returns with a "split the difference" of \$1.25 million. We do not answer.
- **2/13/2012:** We receive an offer of \$1.625 million from Campus of Caring, an organization looking to establish the first residential hospice on Boston's south shore area. The Horizon Group, with whom we have been in conversation since November 2011, interested in continuing the property as an assisted living facility, gives us an informal offer of \$1.3 million. The Montessori Secondary School group asks us once more to consider whether we would agree to lease to buy arrangement for the property
- **2/13/2012:** Schwartz Hannum PC is engaged to represent NEYM and Barbara Rugg in a joint defense. Jonathan instructs Fran Barbieri to contact MCAD to arrange for mediation, rather than a formal hearing. Robin Kizito is being represented pro bono by the Boston University Civil Litigation Program. Fran Barbieri informs us that our willingness to enter into the mediation setting provided by the MCAD means that we are prepared to make a cash settlement with Robin Kizito. A cash settlement, however, does not legally mean that we or Barbara Rugg are admitting to having discriminated against Robin Kizito. Given the costs of a formal hearing and perhaps further litigation, Jonathan Vogel-Borne in consultation with Edward Baker, Ed Mair, and Barbara Rugg, decides that NEYM's best interest is served by attempting to resolve the complaint through mediation.
- **2/14/2012:** Ad Hoc Property Committee meets via conference call and accepts Campus of Caring's offer of \$1.625 million with no mortgage contingency and a closing date in early April.
- **2/15/2012:** On behalf of NEYM, Jonathan Vogel-Borne signs the formal offer with Campus of Caring. Edward Baker, clerk of Permanent Board, sends the following message to the members of Permanent Board and to the Finance Committee:

Greetings Members of Permanent Board,
 The Friends Home Ad Hoc Property Committee held a conference call on Tuesday evening

(14 February) to make a decision regarding three active offers for Thayer House (the former Friends Home). We have accepted a cash offer of \$1,625,000 from the Campus of Caring, a 501(c)3, not-for profit corporation, proposing to use the facility as a hospice care center to be operated by the Norwell Visiting Nurse Association and Hospice. We received letters of support for accepting this offer from both Dinah and Vickie Starr, daughters of the donor of the property, Polly Starr. The only contingency on the offer is a structural walkthrough by a member of the organization's board who is a contractor. This group has been in existence for seven years with a mission to build the first hospice care facility on the South Shore. (A reminder: our asking price had been \$1,500,000.)

In the process, we rejected an offer from Landmark Senior Living Group for \$1,600,000. Landmark, a commercial venture, owns and operates four assisted living facilities (some with memory care units) with from 105 to 75 beds across the state.

We also rejected an offer from Horizon Group of \$1,300,000 who were planning to continue to run the facility as an assisted living facility.

In addition we have been actively communicating with the (yet to be established) Montessori Secondary School of New England (MSSNE) which has a fully visualized plan for using the property in conjunction with the surrounding Trustees of Reservations property and CSA to create a secondary school program based on agriculture. They have progressed far in the past several months, but they have no cash at this point to bring to the table. They proposed a long-term partnership with the Yearly Meeting, taking ownership and responsibility for the property and sharing a percentage of their net profits. Although many of us felt the MSSNE vision would indeed be a good use for the property, we agreed that it simply wouldn't be prudent to transfer the property to a start-up private school with no guarantee of return.

We agreed the "highest and best use" to be the Campus of Care proposal – which was also offering us the highest price, with the added feature that it is a not-for-profit. The broker reported that the Campus of Care board has been in contact with the Town of Hingham and they have no concerns about having the property rezoned for their intended use.

We authorized Jonathan to sign the documents accepting the deposit today. The purchase and sales agreement will be signed on the 27th of February, and the closing is scheduled for 6 April [**Note: at the Purchase and Sale, that date was changed to 24th of April**]. At the 17 March Permanent Board meeting we will have an opportunity to review this further and we expect that you will affirm the decision to accept this offer.

This is a wonderful development which we believe the Yearly Meeting will also find to be very appropriate.

- **2/21/2012:** In January we were served a subpoena for the employment records of a former and deceased NE Friends Home employee, who last worked there in 2007. Jonathan Vogel-Borne, with Barry Corbin's help in locating the documents, sent a copy of this person's employment records to the law firm of Foster & Eldridge, LLP. I was assured by the law firm that this subpoena had nothing to do with Home, per se, but with another former employee.
- **2/22/2012:** Jonathan Vogel-Borne applies for Employment Practices Liability coverage with Church Mutual Insurance. The underwriters will get back to Jonathan with their determination.
- **2/25/2012:** Dinah Starr, in her role on the Friends Meeting at Cambridge (FMC) Ministry and Counsel speaks with Jonathan Vogel-Borne about visiting with the South Shore Preparative Meeting. The Preparative Meeting is under the care of FMC and Dinah has been charged with contacting the Meeting to help them think through possible next steps. Dinah, Jonathan, and Anne Thompson (also of FMC Ministry & Counsel) are scheduled to meet with South Shore Preparative Meeting on Friday evening 3/23/2012.
- **2/27/2012:** The Purchase and Sale agreement with Campus of Caring is signed by Edward Baker on behalf of NEYM and Walter Sullivan on behalf of the Campus of Caring. NEYM stipulated a contingency that the sale would need Permanent Board approval at its meeting on

3/17/2012 and that all personal property, with the exception of a painting over the library fireplace, go to the buyer as part of the sale. The closing date is set for April 24, 2012.

- **2/28/2012:** MCAD sets 1pm, March 26, 2012 as the mediation date for Robin Kizito's discrimination complaint.
- **3/1/2012:** Steve Snow, CPA, returns Jonathan's calls to say that he had filed for an extension of the submission date for the NE Friends Home 990 and he is ready to begin engagement with us.
- **3/5/2012:** Steve Snow sends Jonathan a list of administrative and financial items needed for filing the 990 form. He also sends Jonathan PDF copies of the NE Friends Home's 990s for the prior two years. Jonathan asks Chris Doehlert to obtain the financial items necessary (bank and investment statements). Jonathan will see to obtaining the administrative items needed.
- **3/8/2012:** Jonathan contacts Kim Coughlin of Coughlin Consulting Services, beginning the conversation with her to set up a face-to-face meeting to "to explore opportunities for reconciliation and restitution." Kim Coughlin will think about this possibility and get back to Jonathan in a week or two. Jonathan will follow up, nonetheless.
- **3/8/2012:** Hingham Institution for Savings (\$227,000 original mortgage amount) and the Providence Friends Meeting (\$30,000 original mortgage amount) are listed on the new insurance policy with Central Mutual Insurance as holders of the first and second mortgages respectively. Jonathan contacts the Hingham Institution for Savings to let them know we have changed insurers and sends them a PDF of the binder listing them as holders of the first mortgage. Jonathan cancels the NE Friends Home property segment of the NEYM insurance policy with Church Mutual Insurance.
- **3/9/2012:** Jeanne McKnight hears from Campus of Caring's Walter Sullivan that the board of the Norwell Visiting Nurses Association (NVNA) voted to purchase the property itself, and that the buyer, Campus of Caring, Inc., anticipates assigning its rights under the Purchase & Sale (P&S) to purchase the property, to NVNA." Jeanne also discloses that a partner in her firm is a member of the Board of Directors of the NVNA, and that she needs to obtain Edward Baker's consent as clerk of the Permanent Board to allow her firm to continue representing NEYM in this transaction, now that NVNA is to be the buyer. She goes on to say that "since the terms of the P&S have already been negotiated, I do not believe that continuing to work on this matter is a violation of professional ethics, provided that formal written disclosure is made and signed approval is obtained, from both NEYM and from NVNA." Edward agrees to sign such a letter of consent.

END OF 13 MARCH 2012 UPDATE

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- **3/17/2012:** Permanent Board meets at Putney, VT and approves the following minutes regarding the property:

12-22 Report on New England Friends Home Property: Jonathan Vogel-Borne reported on behalf of the ad hoc Friends Home Property Committee (see PB Minute 11-78). Referencing the Progress Report distributed with the advance documents, he reviewed two developments since the January meeting:

Bookkeeper Fraud – Jonathan followed up on PB's request "to pursue a face-to-face meeting with Kim Coughlin to explore opportunities for reconciliation and restitution" (see PB Minute 12-9). In a phone conversation, Ms. Coughlin expressed strong reluctance to meet and

wanted to consult her attorney. She indicated that she has no money and has lost most of her business. Since we have decided not to pursue litigation, it is unclear what recourse we would have if Ms. Coughlin decides she does not want to meet. Friends are comfortable letting Jonathan and Chris Doehlert discern how and whether to pursue further interaction with Ms. Coughlin.

Discrimination Complaint – Jonathan reviewed the circumstances of the complaint, noting that it provides further confirmation that in the absence of resources for stronger oversight, getting out of the business of running an assisted living facility was a wise decision for the YM. Since the YM did not have “Employment Practices” insurance, only the first \$5,000 in legal fees was covered by our policy with Church Mutual. While the YM’s attorneys agree that the case has no merit, the decision was made to pursue mediation, as the least costly way to reach a resolution. A mediated settlement does not mean that the YM is admitting culpability, but it will likely result in a cash settlement to the complainant.

Friends approved authorizing Jonathan to reach a settlement involving up to \$4,000 in compensation to the former employee, beyond which he will need to consult with the members of Coordinating and Advisory Committee.

Friends identified some remaining concerns arising from these two challenging incidents:

- What responsibility does the YM have to inform future clients of Ms. Coughlin?
- What lessons should we learn from these experiences, so we can ensure that all YM entities (e.g. Friends Camp) have adequate insurance, as well as training and guidance, to avoid such difficulties in the future?
- How do we ensure that the next YM Secretary has adequate knowledge and experience in these areas?
- Do we need “board training” for PB members?

12-23 Sale of New England Friends Home Property: The Clerk reviewed the Purchase & Sale agreement accepted by the ad hoc Friends Home Property Committee, pending the approval of Permanent Board. The cash offer of \$1,625,000 is from Campus of Caring, a 501(c)3, not-for profit corporation, proposing to use the facility as a hospice care center to be operated by the Norwell Visiting Nurse Association (VNA).

The ad hoc committee recommends accepting this offer for several reasons: 1) it is higher than our asking price of \$1.5 million; 2) it is being made by a non-profit organization; 3) the property would be continuing in its use to serve the elderly (and others) as they face the end of their lives; and 4) the facility will be operated by professional health care providers.

Friends approved the sale of the New England Friends Home property, authorizing Edward Baker to sign for the Yearly Meeting any documents required for closing.

The Clerk then reviewed the decision by Campus of Caring to assign its rights, under the Purchase & Sale agreement, to the Norwell VNA. He also reviewed the potential conflict of interest arising from the fact one of the partners at Jeanne McKnight’s law firm serves on the Board of Directors of the Norwell VNA. Friends agreed with Jeanne’s assessment that since the terms of the agreement had been negotiated prior to the decision to transfer the sale to Norwell VNA, no professional ethics will be violated. **Friends approved** having Edward Baker sign a letter of consent, allowing the transfer of the sale to Norwell VNA.

The closing is scheduled for Tuesday, April 24, 2012. Mortgages, legal fees, brokers’ commissions, and the costs of closing the Friends Home will be subtracted from the sale price. The Treasurer will provide a full financial report on the transaction at the May PB meeting. The agenda for that meeting will include time for initial discernment about the potential use(s) for the funds received from the sale.

Friends expressed deep gratitude to the ad hoc committee for its faithfulness in carrying out its charge.

12-24 Transfer of Whittier Items by Amesbury MM: The Clerk reported that Amesbury MM had sought to loan the historical items related to John Greenleaf Whittier obtained from the

Friends Home (see PB Minute 11-94) to a local museum. However, the museum (the Whittier Home Association) would rather not have them as a loan.

Friends approved having Amesbury MM transfer these items to the Whittier Home Association, with the following stipulations: 1) should the Association ever fold or dissolve, these articles would be returned to Amesbury MM; 2) appropriate curatorial care shall be given to the items; and 3) the gift shall be attributed to NEYM.

- **3/21/2012:** Jonathan Vogel-Borne, Barbie Rugg and Fran Barbieri have a conference call to prepare for the 3/26/2012 discrimination complaint mediation session.
- **3/23/2012:** Jonathan Vogel-Borne goes to 86 Turkey Hill Lane to obtain various records from the Home, including Friends Home Committee minutes and the financial records, client records, and employment records for the last several years. He takes 10 file boxes of records to the NEYM Office.
- **3/23/2012:** Jonathan Vogel-Borne, with Dinah Starr and Anne Thompson of the Cambridge Monthly Meeting Ministry & Counsel, have a potluck and meeting with Friends from the South Shore Preparative Meeting (which is under the care of Cambridge MM) regarding the future of the meeting, particularly where the meeting will worship following the sale of the property. We agree to formally ask the new owners if the meeting could continue meeting at the home until the end of May. This request is approved by the Norwell VNA and written into the closing documents. South Shore Preparative Meeting has a summer meeting place at the historic Pembroke meetinghouse. They are looking for a suitable meeting place come this fall.
- **3/26/2012:** Barbie Rugg, Fran Barbieri (attorney with Schwartz Hannum PC), Jonathan Vogel-Borne and Holly Baldwin meet in mediation with Robin Kizito and her legal team, a law student Nicholas Mason with Boston University Civil Litigation Program and his faculty advisor, Robert Burdick. The mediation was conducted by Eleanor Druckman, appointed by the Massachusetts Commission Against Discrimination. After hearing each other's sides of the story, we eventually settled with Robin Kizito by agreeing to compensate her for \$4,000 in back pay. The total amount of money paid out to Schwartz Hannum PC for their services was \$11,888 plus another \$5,000 paid by our insurance company as the maximum payment under our policy for a "defensible claim."
- **4/3/2012:** Church Mutual Insurance Company determines that it will add "Employment Practices" coverage to our policy, retroactive to 2/27/2012, for an additional premium of \$356/year. Jonathan Vogel-Borne accepts this change in our policy.
- **4/4/2012:** The closing date is changed from 4/24/2012 to 4/26/2012 to accommodate the presence of the new president of the Norwell VNA.
- **4/4–10/2012:** Barry Corbin goes to Colorado to visit his dying mother. Barry leaves John Pitt, a local Hingham person, to look after the property for the week.
- **4/9/2012:** Jonathan Vogel-Borne sends a letter to Barry Corbin thanking him for his service, noting that his contract ends with the sale of the property, and stating that we have asked the Norwell VNA to be in touch with him about continuing his service as a maintenance person. Unfortunately Jonathan sends the letter to one of Barry's outdated email addresses. Finding out about this mistake, Jonathan sends Barry the letter on 5/1/2012.
- **4/10–30/2012:** Jonathan Vogel-Borne goes to Kenya to attend the 6th World Conference of Friends.

- **4/21/2012:** Betsy Kantt and Alice Schaefer go the house to finish collecting and shredding the New England Friends Home paperwork. Betsy takes 6 file boxes of records home with her. She is in touch with the Massachusetts Executive Office on Elder Affairs to determine the appropriate protocol for storing our records.
- **4/26/2012:** The closing takes place. Edward Baker signs the documents on behalf of New England Yearly Meeting. During the final walkthrough, Norwell VNA people discover that some items in the house are missing, including the grandfather clock in the lobby. The Norwell VNA people demand that all items be returned. They also let Barry know that they have decided not to engage his services, and give Barry until Sunday afternoon, 4/29/2012 to leave the premises.
- **4/27/2012:** On the advice of our attorney, Jeanne McKnight, Edward Baker signs a “post closing agreement” regarding the missing property. NEYM agrees to these terms: “In the event that Seller does not cause such items to be returned promptly, Buyer shall have the right to determine the value of the missing items and Seller shall reimburse Buyer for the cost to replace such items.” Some of the missing items taken from the house are returned.
- **4/29/2012:** Barry Corbin is unable to move all of his belongings from the house, but he vacates the premises, planning to return on a subsequent day to retrieve his possessions.
- **5/1/2012:** A check in the amount of \$1,280,064.92 arrives at the NEYM Office. This represents the net proceeds from the sale of the former New England Friends Home property at 86 Turkey Hill Lane, Hingham, MA. The check is deposited in NEYM’s TD Bank Account on the following day. The bulk of this money will be transferred into the NEYM Pooled Funds, leaving sufficient funds in the operations accounts to reimburse our reserves, covering all costs related to the closing of the Friends Home operations and the sale of the property.
- **5/2/2012:** After some confusion around obtaining a signature for the payroll check, Robin Kizito deposits the agreed upon back-pay settlement money, to conclude the discrimination complaint.
- **5/8/2012:** A check in the amount of \$1,125,000 is sent to the NEYM Pooled Funds.

Friends Home, Hingham, MA
Sale of Property
April 26, 2012

SALE PRICE	\$ 1,625,000.00
Broker Fee	(97,500.00)
Settlement Charges	(7,687.00)
Hingham Mortgage	(214,468.99)
Providence Mortgage	(25,279.09)
NET PROCEEDS	\$ 1,280,064.92

Transferred to Pooled Funds
May 8, 2012

NET PROCEEDS	\$ 1,280,064.92
Operations Expenses	(36,375.82)
Misc due to/from	(116,500.00)
Current Liabilities*	(496.96)
Reserve	(1,692.14)
TRANSFERRED	\$ 1,125,000.00

* Back Pay Settlement of Discrimination Complaint

Friends Home
Income & Expenses
NEYM Operations Fiscal Year-to-Date

	<u>Total</u>
Income	
To/From	1,280,064.92
Total Income	\$ 1,280,064.92
Gross Profit	\$ 1,280,064.92
Expenses	
5000 Staff	
5010 Salaries & Wages*	3,602.00
5020 Payroll Taxes*	226.00
Total 5000 Staff	\$ 3,828.00
5100 General & Administration	
5110 Administration	
5130 Contracted Services	3,000.00
5140 Legal Services	19,779.82
5150 Liability Insurance	9,668.00
5190 Misc. Expense**	100.00
Total 5110 Administration	\$ 32,547.82
Administration	\$ 32,547.82
Total Expenses	\$ 36,375.82
Net Operating Income	\$ 1,243,689.10
Net Income	\$ 1,243,689.10

** Document shredding

Transfers from NEYM Reserves
to the Friends Home Account
Shown in NEYM Balance Sheet, May 8, 2012

	<u>Total</u>
ASSETS	
Current Assets	
Other Current Assets	
1190 Due to/from Friends Home	116,500.00
Total Other Current Assets	\$ 116,500.00
Total Current Assets	\$ 116,500.00
TOTAL ASSETS	\$ 116,500.00
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities*	
Other Current Liabilities*	
2110 Federal Taxes*	331.50
2120 State Taxes*	165.46
Total Other Current Liabilities*	\$ 496.96
Total Current Liabilities*	\$ 496.96
Total Liabilities*	\$ 496.96
Equity	
3900 Retained Earnings	
Net Income	1,243,689.10
Total Equity	\$ 1,243,689.10
TOTAL LIABILITIES AND EQUITY	\$ 1,244,186.06

The New England Friends Home, The Meeting School . . . is Friends Camp at risk?

With our current camper census at 266 and the projected camper total for 2012 at 334, we're now looking at a better-than-average summer. It is important to note that we have camper capacity of 385 so for the last six years we've been operating at about 85 per cent of our maximum capacity. Looking to the future, having an additional 50 to 60 campers each summer would bring Friends Camp up to the most economically efficient level for the current number of youth cabins and the size of Big Bird dining hall.

Over the last six summers Friends Camp has averaged 329 campers. Some years the count goes up to 343 and other years it drops down to 306. With camper numbers going up 4 percent one summer and down 7 percent the next summer, we can project that Friends Camp will need to have between \$20,000 and \$25,000 in reserve to cover annual fluctuations. Each fall Friends Camp will also need to have an additional amount of between \$40,000 and \$50,000 in reserve to cover the winter cash flow expenses.

Beyond our short-term financial needs, we also must invest in our buildings / property and replace older capital items. The Camp Committee has estimated that Friends Camp will need between \$25,000 and \$30,000 per year to keep up with these long term expenses. We cannot get insurance to cover the ups and downs in the national economy or to cover the year-to-year fluctuations of our camper numbers. Friends Camp will need to have a self-insurance system of continuing to hold back on spending and/or increase our income to build up the needed short-term reserves in the range of \$60,000 to \$75,000.

We can get insurance to cover some of the potential risk factors that have been problematic for the New England Yearly Meeting and for the New England Friends Home. To this end, Friends Camp will increase its insurance coverage in two areas.

1. **Employment Practices Liability** This type of insurance would cover wrongful termination, sexual harassment and discrimination issues. This insurance would give us liability coverage at a level of \$100,000 (Annual Aggregate) and retention coverage of \$5,000 for each claim for an annual premium of \$271.
2. **Employee/Volunteer theft and embezzlement** Friends Camp currently has coverage that will cover theft and embezzlement up to \$5,000. We are now planning on getting coverage up to \$25,000 for any theft or embezzlement for an additional premium of \$49 per year. Should we wish to have a higher level of coverage, we would need to have an annual audit.

We have had one area of liability risk that has been unclear from the time that the Friends Camp policy for directors and officers liability was terminated. This is a concern about an amount of personal liability for the Camp Committee members. The current New England Yearly Meeting policy with Church Mutual covers any acts or an omission arising from what occurs within the course and scope of the mission and activities of Friends Camp for all of the officers and the members of the Camp Committee. Because of the NEYM policy with Church Mutual, I see no need for an additional insurance policy that just covers the Camp Committee members.

For Friends Camp, the last two years have been ground-breaking, with the purchase of the new waterfront property, the building of a new kitchen and the planning and implantation of a successful (and uneventful) sabbatical. Moving forward, I see several key goals for Friends Camp over the next seven years:

- To offer an excellent, creative and thoughtful camp experience for all youth campers.
- To insure that Quaker practices and testimonies are the core values of Friends Camp.
- To increase the percentage of Quaker youth attending Friends Camp.

- To make sure that campers and staff members are emotionally and physical safe.
- To be excellent environmental stewards.
- To become a more multiculturally and economically diverse camp community.
- To offer healthy food to the campers and to the staff members.
- To ensure that the finances support long-term and short-term goals.
- To maintain and improved the equipment, buildings and property.

This last item - the addition to and rebuilding of some of our physical infrastructure is very important to the success of the other, more idealistic, goals. After looking at the forty-five items on the capital projects list that was developed by the Camp Committee in 2010, I see six areas that need investment so that our infrastructure and program equipment keep up with our long-term needs and goals. The cost of these six long-term investments is estimated to be \$151,000.

Repayment of the West View Cottage Loan: With the repayment of the loan on West View Cottage we would expand the waterfront with a new boating area and the West View Cottage would become housing for the summer cooks and other support staff.

Purchase of the Vespers field: For many years we have used the Vespers field each evening to watch the sun go down. We could purchase the top 2 or 3 acres of the Vespers field from the current owner for combination of cash and a land swap. Under this purchase plan, we could swap the two acres of woods that we own that is below the Vespers field and to the left of Fire Road 41. If the costs of these two properties that are to be swapped are not equal, we would need additional funds to make this land deal happen.

Recreational Upgrades: With the expansion of the waterfront we will have room for additional canoeing, sailing, kayaks and paddle boards. We would also have a place for a new half-court basketball court and a new Four Square court in our newly expanded waterfront area. The tetherball field next to Big Bird Dining Hall would be the location of another Four Square court and a new playground. Our current basketball court is made from fine grain stone and needs to be paved.

Solar Hot Water: The largest use of energy at Friends Camp is the heating of hot water for showering and washing dishes. With a large hot water solar collection system on the roof of the Big Bird Dining Hall we could make a major dent in our water heating costs.

Waterfront Septic System: Our current septic system does not work and does not meet the new shoreline zoning rules. A new septic system will let us use the bathhouse toilets and sinks. A new septic system will also conform to the new shoreline waste water regulations. Over the last two years, we have gotten several complaints from the campers and staff about the port-a-potties. I do not think that the waterfront port-a-potties are a good long-term solution for bathroom needs of the campers and the counselors.

Waterfront Pavilion: Our waterfront area needs an area that will give campers and staff much-needed protection from the sun and rain. We also need a covered area for food preparation during our weekly waterfront cookouts.

Simply put, our overall financial situation is good, but not great. We do not have the funds needed to make the needed long-term investments in our physical plant. Our reserves are limit so that a decreased in our camper enrollment of more 15 percent for two summers in a row could force Friends Camp to go into debt or face a major restructuring or close. I hope that Friends Camp can work with the rest of the Yearly Meeting to accomplish some or all of these objectives.

In the Light,

Nat Shed
Director

New England Yearly Meeting of Friends

Treasurer's Report
Fifth Month 12, 2012
Prepared by Ed Mair

Summary

We have a deficit which is normal this time of year. Our expenses exceed our income. The picture is not as bleak as it appears in our QuickBooks reports. Because of the extended absence of our YM Secretary and Accounts manager in Kenya during April not all income received from Monthly Meetings has been posted. Secondly, Sessions will not happen until August. Thirdly, we now post our interest and dividend income only at the close of the year. Finally these reports reflect neither the income nor the expenses involved in selling the Friend's Home in Hingham which will be reported on separately.

To have a clearer idea of where we really stand I suggest you mentally add approximately \$26,000 of Monthly Meeting contributions and \$6,000 of interest and dividend income to the numbers reported below. Therefore, while we still have a deficit it is closer to \$17,000 than \$49,000. This deficit is still \$4,000 more than last year at this time but not \$36,000 more.

Individual (account 4010) income is \$7,517 less than last year while Monthly Meeting (account 4020) income is \$36,642 less than in FY2011. Overall our income to date is \$201,634; our expenses are \$250,796 so we stand with a deficit of \$ 49,162.

Introduction

The bulk of the information in the report is in three tables, named "Balance Sheet Comparison", "YTD Comparison with Previous Year" and "Budget vs. Actuals NEYM FY12". These Tables will not show interest income or changes in fair market value until the end of the year.

Balance Sheet Comparison

The balance sheet table shows where we have our money and how we intend to use it

Our total assets are \$1,034,783 of which about \$615,681 are in the New England Yearly Meeting Pooled Funds (1075), about \$116,500 is due from Friends Home (1190), and about \$203,030 are in low risk certificates of deposit (account 1050), money market funds (account 1020), and checking accounts (account 1000). The low risk assets provide a mixture of security and liquidity relative to the more volatile pooled funds.

We have no significant liabilities (debts).

Our "equities", which we often refer to as "funds", indicate how we intend to use our assets. We have \$128,351 in Board designated funds (account 3600), \$468,641 in restricted funds (account 3800) and \$172,853 in revolving accounts (account 3700).

Our current working capital reserves are \$189,168. This working reserve represents about 18.4% of our total equity and 18.3% of our current assets. Our cash advances to the NEFH represent 11.3% of our assets.

NEYM
Budget vs. Actuals: NEYM - FY12
 October 2011 - September 2012

	Total		
	Actual	Budget	% of Budget
Income			
4010 Individual Contributions	26,857	110,000	24%
4020 Monthly Meeting Contributions	135,399	310,000	44%
4030 Organizations Contributions	101	2,200	5%
4050 Interest and Dividend Income	3,283	12,000	27%
4070 Books and other Items	563	20,000	3%
4080 Retreat Program Fees	32,517	51,370	63%
4085 Sessions Program Fees	2,915	173,500	2%
Total Income	\$201,634	\$679,070	30%
Gross Profit	\$201,634	\$679,070	30%
Expenses			
5000 Staff	177,372	303,142	59%
5075 Undistributed Credit Card Charge	19		
5100 General & Administration	14,068	45,250	31%
5300 Travel & Conferences	10,662	24,000	44%
6000 Programs	37,046	232,400	16%
6140 Books and Other		14,500	
6200 Benevolence	3,603	48,749	7%
6600 Publications	8,026	10,500	76%
Total Expenses	\$250,796	\$678,541	37%
Net Operating Income	\$ (49,162)	\$529	(9,293%)
Net Income	\$ (49,162)	\$529	(9,293%)

Wednesday, May 09, 2012 05:59:23 PM GMT-4 - Cash Basis

YTD Comparison with Previous Year

October 1, 2011 - May 9, 2012

	Total		
	Oct 1, 2011 - May 9, 2012	Oct 1, 2010 - May 9, 2011 (PY)	Change
Income			
4010 Individual Contributions	26,857	34,374	(7,517)
4020 Monthly Meeting Contributions	135,399	172,040	(36,642)
4022 FUM MM Restricted Funds		180	(180)
4030 Organizations Contributions	101		101
4050 Interest and Dividend Income	3,283	9,237	(5,954)
4070 Books and other Items	563	212	351
4080 Retreat Program Fees	32,517	32,650	(133)
4085 Sessions Program Fees	2,915		2,915
Total Income	\$201,634	\$248,693	\$ (47,059)
Gross Profit	\$201,634	\$248,693	\$ (47,059)
Expenses			
4000 Reconciliation Discrepancies	0	10	(10)
5000 Staff	177,372	167,239	10,133
5075 Undistributed Credit Card Charge	19		19
5100 General & Administration	14,068	19,453	(5,385)
5300 Travel & Conferences	10,662	12,089	(1,427)
6000 Programs	37,046	35,495	1,550
6200 Benevolence	3,603	19,755	(16,152)
6600 Publications	8,026	8,399	(373)
Total Expenses	\$250,796	\$262,441	\$ (11,645)
Net Operating Income	\$ (49,162)	\$ (13,748)	\$ (35,414)
Net Income	\$ (49,162)	\$ (13,748)	\$ (35,414)

Wednesday, May 09, 2012 05:54:33 PM GMT-4 - Cash Basis

NEYM		
Balance Sheet Comparison		
May 9, 2012 & September 30, 2011		
	9-May-2012	30-Sep-2011
ASSETS		
Current Assets		
Bank Accounts		
1000 Checking Accounts	140,288	57,774
1012 DNU (deleted)	0	0
1020 Money Market Accounts	3,578	36,564
1050 Certificates of Deposits	59,164	113,151
Total Bank Accounts	\$ 203,030	\$ 207,488
Accounts Receivable		
1200 Accounts Receivable	94,823	93,984
Total Accounts Receivable	\$ 94,823	\$ 93,984
Other Current Assets		
1075 Pooled Funds	615,681	615,681
1100 Accrued Receivable	(284)	(284)
1110 Due to/from Friends Camp	120	610
1150 Prepaid Expenses	4,912	4,912
1190 Misc due to/from	116,500	43,616
1499 Undeposited Funds	0	0
Total Other Current Assets	\$ 736,930	\$ 664,536
Total Current Assets	\$ 1,034,783	\$ 966,008
TOTAL ASSETS	\$ 1,034,783	\$ 966,008
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	0	0
Total Accounts Payable	\$ 0	\$ 0
Other Current Liabilities		
2010 Accrued Liabilities	2,006	2,491
2150 Health Insurance Premium	1,974	0
2155 Sect 125 Employee Withholding	115	354
Total Other Current Liabilities	\$ 4,095	\$ 2,845
Total Current Liabilities	\$ 4,095	\$ 2,845
Total Liabilities	\$ 4,095	\$ 2,845
Equity		
3500 Working Capital	189,168	189,168
3600 Board Designated Funds	128,351	128,351
3700 Revolving Accounts	172,853	167,603
3800 Permanently Restricted Funds	468,641	470,044
3900 Retained Earnings	2,747	7,997
Net Income	68,926	
Total Equity	\$ 1,030,687	\$ 963,163
TOTAL LIABILITIES AND EQUITY	\$ 1,034,783	\$ 966,008

FY2013 NEYM Draft Budget, with Budget vs Actual Comparisons to FY2011 and FY2012

	A	B	C	D	E	F	G	H	I	J
			FY2011 Budget	FY2011 Actual		FY2012 Budget	FY2012 YTD Actual		Proposed FY2013	Δ (FY13–FY12)
1										
2	Income									
3	4010 Individual Contributions		117,000	94,714		110,000	26,962		97,000	(13,000)
4	4020 Monthly Meeting Contributions		300,000	313,510		310,000	135,399		310,000	0
5	FY2013 Funding Challenge								38,094	38,094
6	4022 FUM Restricted Funds			350						
7	4030 Organizations Contributions		2,200	864		2,200	101		0	(2,200)
8	4050 Interest and Dividend Income		11,000	9,106		12,000	3,283		12,000	0
9	4070 Books and other Items									
10	4072 Sales - Books		19,500	19,894		19,500	322		19,500	0
11	4075 Sales -Other Items		500	302		500	242		500	0
12	Total 4070 Books and other Items		20,000	20,196		20,000	564		20,000	0
13	4080 Retreat Program Fees		48,500	43,589		51,370	35,327		53,370	2,000
14	4085 Sessions Program Fees		173,500	161,116		173,500	0		173,500	0
15	Total Income		672,200	643,444		679,070	201,634		703,964	24,894
16	Expenses									
17	4000 Reconciliation Discrepancy			10						
18	5000 Staff									
19	5010 Salaries & Wages		215,104	192,810		228,000	122,871		253,550	25,550
20	5037 Housing Allowance			24,000			14,000			
21	5020 Payroll Taxes		12,424	12,750		13,000	7,181		14,400	1,400
22	5030 Benefits									
23	5033 Health Benefits		40,000	34,350		39,000	23,411		40,550	1,550
24	5035 Retirements		14,912	15,699		20,000	11,475		23,400	3,400
25	5040 Disability		1,131	1,037		1,131	706		1,200	69
26	5045 Workers' Compensation		811	504		811	630		850	39
27	5060 Staff Development			300			200			
28	Total 5030 Benefits		56,854	51,891		60,942	36,422		66,000	5,058
29	5050 Spiritual Retreats		1,200	240		1,200	622		1,200	0
30	Total 5000 Staff		285,582	281,691		303,142	181,096		335,150	32,008
31	5075 Undistributed Credit Card Charge						19			
32	5100 General & Administration									
33	5110 Administration									
34	5120 Bank Expense		3,000	4,513		3,500	723		4,500	1,000
35	5130 Contracted Services		6,000	5,000		6,000	99		5,200	(800)
36	5140 Legal Services		3,000	748		1,000	69		1,000	0
37	5150 Liability Insurance		7,500	1,781		3,500	1,765		4,000	500
38	5160 Payroll Service		2,600	3,487		2,500	973		2,500	0
39	5170 Recruiting Expense		1,000	0		1,000	45		500	(500)
40	5180 Rent		9,350	9,350		9,350	4,675		9,350	0
41	5190 Misc. Expense						3			
42	Total 5110 Administration		32,450	24,879		26,850	8,352		27,050	200
43	5200 Office									
44	5220 Cleaning Services		300	264		150	154		265	115
45	5230 Maint - Equip & Hardware		2,000	759		2,000	0		1,250	(750)
46	5240 Postage		3,500	2,234		3,000	1,887		2,500	(500)
47	5250 Office Equipment		3,000	77		2,000	0		1,250	(750)
48	5260 Office Supplies		2,250	2,080		2,500	1,350		2,250	(250)
49	5270 Printing & Copying		6,000	4,258		4,000	15		4,000	0
50	5280 Software & Updates		750	1,229		1,250	465		1,500	250
51	5290 Telephone		3,500	4,444		3,500	2,454		4,000	500
52	Total 5200 Office		21,300	15,345		18,400	6,326		17,015	(1,385)
53	Total 5100 General & Administration		53,750	40,224		45,250	14,678		44,065	(1,185)
54	5300 Travel & Conferences									
55	5310 Travel - Committee		3,000	1,594		2,000	1,425		2,000	0
56	5320 Travel - Clerk		3,500	3,776		3,000	568		3,000	0
57	5330 Travel - Programs		2,000	696		1,000	535		1,000	0
58	5335 Travel - Representatives Travel		6,500	4,415		6,500	1,319		3,500	(3,000)
59	5350 Travel - Staff		12,000	11,244		11,000	5,658		11,000	0
60	5360 Travel - Ministries		2,000	0		500	118		500	0
61	Total 5300 Travel & Conferences		29,000	21,725		24,000	9,622		21,000	(3,000)

FY2013 NEYM Draft Budget, with Budget vs Actual Comparisons to FY2011 and FY2012

	A	B	C	D	E	F	G	H	I	J
1			FY2011 Budget	FY2011 Actual		FY2012 Budget	FY2012 YTD Actual		Proposed FY2013	Δ (FY13–FY12)
62	6000 Programs									
63	6105 Honoraria - Speakers/Wkshp Ldrs		9,600	10,095		9,600	5,027		9,600	0
64	6110 Sessions Room & Board		163,000	164,324		163,000	0		163,000	0
65	6112 Retreats - Room & Board									0
66	6114 Room Rental		35,000	18,501		20,000	14,850		20,000	0
67	6150 Food Expense		15,000	12,171		10,000	9,585		10,000	0
68	Total 6112 Retreats - Room & Board		50,000	30,672		30,000	24,435		30,000	0
69	6125 Program Expenses									
70	6115 Equipment Rental		4,000	4,474		4,000	0		4,000	0
71	6121 Supplies and Other Expenses		8,900	7,485		8,900	2,797		8,900	0
72	6165 Pre-Sessions Expense		900	513		900	0		900	0
73	Total 6125 Program Expenses		13,800	12,472		13,800	2,797		13,800	0
74	6130 Committee Expenses - General		18,125	7,496		15,000	4,413		13,900	(1,100)
75	6160 Support - Retreats & Sessions		3,000	100		1,000	0		0	(1,000)
76	Total 6000 Programs		257,525	225,158		232,400	36,671		230,300	(2,100)
77	6140 Books and Other									
78	6142 Books		12,000	6,562		10,000	0		6,500	(3,500)
79	6145 Other Items for Sale		1,500	630		500	0		700	200
80	6147 Consignment Sales		4,000	9,534		4,000	0		9,500	5,500
81	Total 6140 Books and Other		17,500	16,725		14,500	0		16,700	2,200
82	6200 Benevolence									
83	6310 FGC		16,635	16,635		17,608	0		17,608	0
84	6320 FUM		16,635	16,635		16,635	0		16,635	0
85	6325 FWCC		5,990	5,990		7,206	3,603		7,206	0
86	6328 Ramallah Friends School		100	100		100	0		100	0
87	6330 Friends' Organizations									
88	6335 AFSC		300	300		300			300	0
89	6340 FCNL		750	750		750	0		750	0
90	6345 QEW		300	300		300	0		300	0
91	6350 Friends Peace Teams		100	100		100	0		100	0
92	6355 FWCC 3rd World Travel		500	500		500	0		500	0
93	6360 QUNO		200	200		200	0		200	0
94	Total 6330 Friends' Organizations		2,150	2,150		2,150	0		2,150	0
95	6575 Other Organizations		650	0		650	0		650	0
96	6590 Ecumenical Organizations									
97	6592 State Council of Churches		4,500	4,500		4,000	0		4,000	0
98	6594 NE Council of Churches		150	150		150	0		150	0
99	6596 NECL		100	125		150	0		150	0
100	6598 World Council of Churches		100	100		100	0		100	0
101	Total 6590 Ecumenical Organizations		4,850	4,875		4,400	0		4,400	0
102	Total 6200 Benevolence		47,010	46,385		48,749	3,603		48,749	0
103	6600 Publications									
104	6610 Yearly Meeting Minute Book		7,500	6,878		5,500	5,500		2,500	(3,000)
105	6620 New England Friend		5,000	5,131		5,000	1,643		5,000	
106	6630 Other Newsletters			400		0	0		500	
107	Total 6600 Publications		12,500	12,409		10,500	7,143		8,000	(2,500)
108										
109	Total Expenses		702,867	644,328		678,541	252,832		703,964	25,423
110										
111	Net Income		(30,667)	(884)		529	(51,198)		0	(529)

NEYM Nominating Committee Minute 2012-4:

We believe there is a better structure to serve the life of New England Yearly Meeting in doing God's work. We envision a structure that enables our YM committees to better know each others' missions and to work more closely together.

Our traditional process asks Nominating Committee to match gifts and leadings to committee service. We are concerned for carrying out this charge with care. We envision broadening the ability of our system to discern emerging gifts and leadings by increasing the involvement of monthly meetings and connections among our committee volunteers.

Nominating Committee recommends the appointment of an *ad hoc* committee who will thresh the issues of reorganizing the YM committee and volunteer system and make recommendations to the 2013 Sessions.

Internal Nominating Committee Report to Permanent Board May 12, 2012

Clerk: Edward Baker 2009 – 2012

Recording Clerk : John Humphries 2009 – 2012

Holly Baldwin 2012 – 2015

Bruce Neumann 2012-2015

2012	2013	2014	2015	2016
#Edward Baker Holly Baldwin Travis Belcher Nancy Isaacs Dwight Lopes Sarah Sue Pennell Karen Sanchez – Eppler Suzanna Schell	Debbie Block Susan P. Davies Jeremiah Dickinson #Eric Edwards Donald Mick Bob Murray C. Jane Van Landingham Carl Williams Donn Weinholtz	#Mary Knowlton #Beth Gorton Deana Chase Allan Kohrman #Christopher McCandless Phil Stone Ruah Swennerfelt Carolyn Stone	Aimee Belanger Ben Guaraldi Galen Hamman Jan Hoffman Rebecca Leuchak Patsy Shotwell Rosemary Zimmerman	#Sarah Gant #John Humphries #Sandy Isaacs Bruce Neumann Elias Sanchez- Eppler Fritz Weiss

#in second term (can't be reappointed)

*filling out term – can be reappointed 2 entire terms

Sub Committee	2012	2013	2014	2015
Clerks Nominating	Sara Sue Pennell Christopher McCandless	#Patsy Shotwell Allan Kohrman	+Debbie Humphries +Benigno Sanchez- Eppler	Christopher McCandless
Personnel	+Jen Baily Cliff Harrison Theresa Oleksiw	Rebecca Leuchak	Dwight Lopes Karen Sanchez - Eppler Fritz Weiss	+Judith Shea Edward Baker Carolyn Stone
Internal Nominating	Sarah Gant Donn Weinholtz Suzanna Schell	Karen Sanchez - Eppler	Susan Davies	Donn Weinholtz
YM Nominating at Large	Christopher McCandless Adam Kohrman Connie Kincaid- Brown	Rhoda Mowry Jim Lyons Bonnie Norton	+Helen Carpenter +Peter Colby	Nancy Isaacs Delia Windwalker

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

May 8, 2012

Dear Edward,

The Puente de Amigos committee recommends that the Permanent Board approve the following six Young Adult Friends for travel in the ministry as representatives of New England Yearly Meeting to Cuba Yearly Meeting to attend CYM's Young Adults gathering in August, 2012. These Friends have completed the Puente de Amigos committee discernment process and were approved at the May 5, 2012 Puente committee meeting.

Noah Baker Merrill, Putney MM
Ben Guaraldi, Beacon Hill MM
Will Jennings, Beacon Hill MM
Alma Sanchez-Eppler, Northampton MM
Andrew Thompson, Framingham MM
Honor Woodrow, Framingham MM

This trip is in response to a letter from Cuban Young Adult Friends to Puente de Amigos, Feb. 2011 inviting NEYM to send YAFs with a call to ministry to participate in the Cuban YAFs annual gathering in August. The six Friends listed above have completed a discernment process with the NEYM YAF group prior to participating in the Puente de Amigos discernment (see minutes from the YAF business meeting, Jan. 7, 2012.) Letters of introduction from their monthly meetings will be sent to the Permanent Board,

Thank you for your involvement with the process of approving New England Friends for travel to visit Cuban Friends. We thank God for these Friends' ministry and know that it will strengthen our bridge of love with Cuban Friends and enrich the life of our yearly meeting.

Please acknowledge receipt of this email.

Cynthia Ganung, co-clerk
Puente de Amigos Committee

CUBA YEARLY MEETING OF FRIENDS CHURCH (QUAKERS)
Calle Libertad No 114 Holguín CP 80100, Email: longoria@enet.cu

FROM: THE FELLOWSHIP OF YOUNG FRIENDS (QUAKERS) IN CUBA (CONJACC)

Sisters and Brothers of the Bridge of Love New England Yearly Meeting

The presence of the brothers and sister Noah, Benigno and Victoria has been a great blessing in our Annual Meeting.

Young Cuban Quakers have always had the hope that the young people from New England would join us at our annual summer camp. This year it will be held from August 4th to 14th, with the youth portion occurring between August 10th and 14th, with themes related to growing and strengthening the Quaker testimony.

Young folks from all of our monthly meetings will be there, and we felt led to invite around 10 young people from the New England Yearly Meeting to share wonderful experiences with us and enrich each other's lives by learning from each other.

Our main hope is that you can be with us on this date; this would be very good. If this is not possible, we invite you to come any time you can. The important thing is that we share together.

The issue to address is the Quaker testimony regarding: * Violence and Peace; * Addictions; * Healthy Lifestyle; * Quakerism

The leaders of the Young Friends are:

Clerk: Alina R. López Pena;
Assistant Clerk: Julián Alfonso Martínez
Secretary: Dalvis Boraga Batista
Treasurer: Lisandro Cruz Álvarez
Program Committee: Janet Velázquez Hernández
Talent Committee: Carlos Rafael Carralero Aguilera
Committee of Ecology and Peace: Yuliet Santi Fera
Pastoral Guide Committee: Lázaro García Aguilera

"Entrust your efforts to the Lord, and your plans will succeed."
-- Proverbs 16:3

Let us unite in prayer for all these plans may be achieved.

In Christ's Light,

Fellowship of Young Friends in Cuba

Alina R. Lopez Pena
Clerk of Young Friends

Ramon Gonzalez Longoria
Clerk of the Yearly Meeting

April 2012

Dear Friends,

With great joy we ask for your loving welcome of our friends Ben Guaraldi and Will Jennings, members of Beacon Hill Friends Meeting who have heeded God's call to join with you for the 2012 Cuba Yearly Meeting Campamento gathering of young adult Quakers.

Both Ben and Will are members of a delegation from the Young Adult Friends (YAFs) group of New England Yearly Meeting, and both are active leaders in this group. The YAFs have for many years created a space within our yearly meeting where deep connections are forged, and gifts of the Spirit are nurtured and celebrated. We are very grateful to the YAFs and to the Puente de Amigos for helping to create this opportunity for our Friends to visit with you.

Ben Guaraldi is a rock in our meeting, and brings to you gifts of steadfastness, courageous faith, and tender listening. But you will also find him always ready to laugh, sing out his joy, and play games with the same good energy that he brings to meeting for worship. He is also a respected and trusted youth worker and if there are opportunities during the Campamento to serve the younger members of your community you will find that he quickly becomes a favorite companion to them. We hope you will also talk with Ben about his travels in recent years to attend Friends gatherings in Kenya and in England, and especially his attendance this summer at the Sixth World Gathering of Friends.

Will is a gifted vocal minister and a loving elder, blessings which he has found ways to share both within our meeting and beyond. He too has traveled internationally among Friends, and feels laid upon him the requirement to help Quakers in different places to learn about each other's customs and ideas. When it was suggested to Will, by Benigno Sanchez-Eppler, that he might be called to join this delegation, he considered it with characteristic patience and obedience to the gradually revealed will of his Guide. In this and in other ways, he demonstrates his deep connection to Friends' traditions of faithfulness, and while he comes to you to learn we hope you will also welcome him as a teacher.

Our love for Will and Ben, and for you our sisters and brothers, comes with them. We wish you joy and power in your gathering!

Peace,

Sara Burke
for Beacon Hill Friends Meeting, Boston MA USA

6/2010

Dear Friends,

Noah Baker Merrill is a member of Putney Friends Meeting whose spiritual wisdom is cherished. We recognize his call to ministry among Friends and other communities.

Noah's faith has served as an instrument of Love in times of trouble. Noah seeks to live in the Life & Power of God with an openness to be led. We affirm his work in building relationships and waking hearts among the people of Iraq, among Friends, and elsewhere.

We encourage him in the ministry, trusting that under the guidance of the Spirit and with the prayers of Friends, his service among you will be faithful and fruitful. To those who receive Noah, please protect and nurture this Friend, for he needs your care.

With Noah, we send our loving greetings.

Carol Forsythe
Carol Forsythe, clerk

Putney Friends Meeting

New England Yearly Meeting of the Religious Society of Friends

We welcome this ministry, and send Noah with our prayers and support. We welcome his leading to travel in the ministry, and to build bridges between people. We ask Noah to come back to us and share again how this ministry continues to unfold.

Reaffirmed,

*Constance Kay-Barnes, clerk
Northwest Quarterly Meeting
March, 2010*

ENDORSED, WITH GRATITUDE FOR HIS SERVICE, BY NEW ENGLAND YEARLY MEETING OF FRIENDS. APPROVED BY PERMANENT BOARD; MINUTE 2010-87, 20TH DAY, 11TH MONTH, 2010

Edward D. Baker

EDWARD D. BAKER, CLERK

Framingham Friends Meeting
841 Edmands Road
Framingham, MA 01701
USA
Twenty-sixth day, fourth month, 2012

Dear Friends,

Please welcome Friend Andrew Thompson . He became a member of Framingham Friends recently when his mother, Connie Bair-Thompson, transferred her membership to our Meeting. While he currently lives in another state while attending Haverford Ccollege, he is a member in good standing of our Meeting and of New England Yearly Meeting.

I requested the attached letter to help introduce you to Andrew and inform your understanding of his leading to pursue inter-visitation with Friends in Cuba.

We commend him to your care.

Sincerely,

John G. Robinson, Clerk
Framingham Friends Meeting

Framingham Friends Meeting
841 Edmands Road
Framingham, MA 01701
USA
Twenty-sixth day, fourth month, 2012

Dear Friends,

Please welcome Friend Honor Woodrow . She has been a member of Framingham Friends since she was very young. Although she currently lives in another state, she continues to be a member in good standing of our Meeting.

I requested the attached letters from other members of our Meeting to help introduce you to Honor, that you may better appreciate her light and service among New England Friends as she visits with you.

We commend her to your care.

Sincerely,

John G. Robinson, Clerk
Framingham Friends Meeting

Report from the ad hoc group examining the relationship between Monthly Meetings and the Yearly Meeting

Susan Davies, Jackie Stillwell and Holly Baldwin convened a discussion about the relationship between Monthly Meetings and Yearly Meeting, inviting Friends from a variety of committees to join us in our conversation.

Nine Friends gathered in Winthrop, Maine, on Saturday, April 22, 2012. (Beth Collea, Wellesley; Jerry Sazama, Storrs; Janet Hough, Cobscook; Travis Belcher, Monadnock; Nat Shed Vassalboro MM; Leslie Manning, Durham; Susan Davies, Vassalboro; Holly Baldwin, Fresh Pond; Jackie Stillwell, Monadnock.)

Friends gathered collectively brought perspectives and experience from the following constituencies/committees: Travelling Ministries, Permanent Board, Ministry and Counsel, Religious Education, Finance and Development, as well as from staff and Friends Camp.

The meeting was organized around the question of the relationship between Monthly Meetings and the Yearly Meeting. We had expected to talk more about ways to work on the relationship—governance, intervisitation, etc; but in this conversation, we spent most of our time talking about the vitality of the monthly meetings, and sharing reflections on why they do, or do not, feel a vital connection to NEYM.

The image of a trellis came up—we envisioned yearly meeting working like a trellis to support health and vitality of MMs and YM. But how do we make that vision happen? How do we build or repair that trellis?

We see a need for the committees that are holding pieces of this work to be better connected. Perhaps our next step is to hold a broader consultation in the fall to bring more Friends together to consider these questions together.

The answers, however, cannot come from Yearly Meeting bodies alone. We need to hear more of the perspective of Monthly Meeting Friends who do not feel connected to the Yearly Meeting. The feedback we received at Sessions about our structure proposal was met with the question—why change it if it isn't broken. We are glad that those active in the yearly meeting feel this way—but we suspect there would be a different response if the question was posed to Monthly Meetings. We would like to see the proposal sent to monthly meetings for their input. We also recall the advice to “send people, not paper.”

To that end, we encourage members of the Permanent Board, and others who share concerns for the vitality of our Monthly Meetings, and their connection to the Yearly Meeting, to visit meetings, represent that you are from part of the Yearly Meeting, and invite their questions and responses.

Specific requests to Permanent Board:

- 1) If we are to carry this work further, we should have a more robust committee, and perhaps a more specific charge. Suggested number of committee members: 5. Suggested charge: Meet with other NEYM Committees and with Monthly Meetings and Quarterly Meetings to explore how to make the relationship between Monthly Meetings and Yearly Meeting more vital
- 2) Approve the holding of a consultation to broaden the discussion at the YM level. This might be a day-long gathering with broad representation from across the
- 3) Revive governance structure question- and explain to MMs that PBs intent, in part, is to seek a governance structure that can serve to better bind us together, in recognition of our interdependence and send to monthly meetings for feedback.
- 4) Encourage all members to travel to less active meetings in the name of Permanent Board, inviting conversation and feedback about yearly meeting.