

**Permanent Board Meeting
Held over Zoom Video Conference
January 30, 2021**

21-1: Opening Worship and Welcome

After a period of opening worship the Clerk welcomed us to our meeting. We gather today for the conduct of God's work and enter prayerfully into our task.

21-2: Roll Call

Present: Leslie Manning, Clerk; Hannah Zwirner Forsythe, Recording Clerk; Travis Belcher, Peter Bishop, Deana Chase, Martin Zwirner Forsythe, Chris Gant, Kim Harvey Garcia, Beth Hansen, Ian Harrington, Rebecca Leuchak, Fran Lightsom, Ed Mair, Christopher McCandless, Jean McCandless, Gina Nortonsmith, Bob O'Connor, Anna Raddochia, Carole Rein, John Reuthe, Sara Smith, Elizabeth Szatkowski, Will Taber, Diane Weinholtz, Donn Weinholtz, Morgan Wilson, Kathleen Wooten, Tom Vargo, Mary Zwirner

Ex-Officio: Scot Drysdale (Finance Clerk); Noah Merrill (Secretary); Bob Murray (Treasurer); Bruce Neumann (Presiding Clerk); Elizabeth Reuthe (Secretary's Supervisor)

Visitors: Polly Attwood, Marian Dalton, Jeremiah Dickinson, Melissa Foster, Sarah Gant, Steve Gates, Andy Grant, Lisa Graustein, Elizabeth Hacala, Janet Hough, Anna Lindo, Frederick Martin, Phebe McCosker, LouAnne McDonald, Heidi Nortonsmith, Suzanna Schell, Nia Thomas, Eleanor Warnock, Charlotte Wood-Harrington, Honor Woodrow, Rod Zwirner

Regrets: Darcy Drayton, Martha Schwope, Bill Walkauskas

21-3: Approval of December Minutes

The minutes from the Permanent Board's December meeting were distributed for review. With one small correction, Friends approved the minutes from that meeting.

21-4: Recommendations from the Sessions Planning Team on Sessions 2021

Bruce Neumann, Presiding Clerk, reported on the planning for Sessions 2021. In order to more nimbly respond to the ever-changing public health situation created by the COVID-19 pandemic, the planning for Sessions has been taken on by a smaller planning team than in the past, pre-pandemic. This team consists of Elizabeth Hacala, the Yearly Meeting (YM) Events Coordinator; Rebecca Leuchak, the Sessions Committee Clerk; Noah Merrill, the YM Secretary; and Bruce. Their full report is appended, and it is intended to be a framework for the planning that will occur over the next six months. It is not, and was not intended to be, a comprehensive plan for what Sessions 2021 will look like.

With sadness, the planning team shared their recommendation for a virtual Sessions again this year. Though we are hopeful about the progress being made on vaccinations there are still a lot of unknowns about the public health situation and the risks of attempting to gather with several hundred Friends. Additionally, given our aging population, the planning team had concerns about how many Friends would feel safe attending a large gathering even though we yearn to be together in person. Though it feels early to some to be making a decision about a gathering for this summer, the abbreviated schedule for switching Sessions to a virtual gathering last summer really taxed the staff and volunteers responsible for planning. Starting earlier will allow for a less chaotic and more intentional period of planning.

Among the plans already in progress, Friends are excited about the invitation for teenagers to attend programming during the week of Sessions at Friends Camp; the plan for other youth programming to run at different times over the summer; and the intention for programming during the week to be more explicitly multigenerational. The YM will also work to support small local gatherings, as deemed appropriate in accordance with local public health guidelines and the capacity of the YM.

Friends had the opportunity to ask questions and provide feedback. One Friend asked how hearing accessibility would be managed with a virtual gathering because Friends' differing digital equipment can make sound quality challenging. The planning team intends to devote significant attention to accessibility concerns. Another Friend noted that there are also accessibility issues when we meet in person, at Castleton. We need to continue to ensure that Friends with accessibility concerns are included in the planning process from the beginning so that those concerns can be addressed up front, instead of in response to problems.

The planning team intends to bring a recommendation about both extending our contract with Castleton and extending our site search process at a future meeting.

Friends approved the proposed framework and direction for planning Sessions 2021.

21-5: Requests for Financial Transactions

Noah Merrill, Yearly Meeting Secretary, presented two requests for financial transactions for the Permanent Board's (PB) approval: an application for a second round of funding from the Paycheck Protection Program (PPP); and the transfer and authorization for use of the infrastructure fund. Details on both of these requests are in the appended report.

The first request, for application for funding from the PPP, asks that the PB:

affirms and approves the application by New England Yearly Meeting of Friends for a second-round forgivable loan under the Paycheck Protection Program (PPP), for the full amount for which NEYM (including Friends Camp) is eligible under the relevant legislation, up to \$150,000. Noah Merrill, Yearly Meeting Secretary, and Leslie Manning,

Clerk of the Permanent Board, are authorized to execute any documents pertaining to this application process on behalf of New England Yearly Meeting of Friends.

Friends approved the request for formal authorization to apply for funding from the PPP.

The second request, for the transfer of funds and use of the infrastructure fund asks the PB to approve the following:

1) Permanent Board approves transferring and designating \$20,000 from unrestricted operating reserves to the Infrastructure Fund for capital projects, and;

2) The Yearly Meeting Secretary is authorized to use the Infrastructure Fund to support rebuilding the online registration system for Sessions, and to establish and integrate a new credit card payment processor and payment gateway for NEYM.

Friends approved the transferring of funds and the use of the Infrastructure Fund.

21-6: Revisiting Recommendation on Stipends

At the Permanent Board's December meeting the Reducing Financial Barriers to Leadership working group (RFBL) presented several proposals to support diversifying our leadership. Two of those proposals were approved but a decision on the RFBL proposal to give stipends to five leadership positions was held over until this meeting, after a lengthy conversation. Hannah Zwirner Forsythe, clerk of the RFBL working group, reminded the Permanent Board (PB) of the details of the stipend proposal. The proposal from RFBL is appended and details about the discussion from December can be found in PB Minute 20-112.

Friends had the opportunity to ask questions and share thoughts on the proposal since our December discussion. Friends' feelings on the question of financial compensation for volunteer service continue to be complex. While we recognize the need to more fully support the Friends who do the work of our Yearly Meeting (YM), we wonder whether this specific proposal is the best way to support diverse leadership. We hope that taking on the experiment of stipending these leadership positions will be the beginning of increased support for all committee service.

After some discussion the Clerk asked whether Friends would prefer for the rest of this agenda item to be clerked by someone else who would not benefit from the proposed stipend. Friends agreed that it would be appropriate for someone else who was not directly affected by the proposal to clerk and the Permanent Board asked Noah Merrill, YM Secretary, to serve as temporary clerk of the Permanent Board for this discernment.

Noah spoke about the sacrifices he observes being made by the many Friends who serve the YM. As we struggle with the proposed stipends it is clear that we need to continue to examine the role of money in Friends' gifts of service and ministry, both the ways money and our relationship to it constrain us, and how the faithful stewardship of financial resources can

liberate us. The particulars may be less important than laboring with how we support one another. We recognize that serving the YM has historically required the privilege of time and money. There is privilege built into the structures of our YM and we seek to make that privilege available to everyone.

The goal of stipends is to liberate Friends from the financial binds of the world. But we also recognize that the proposal is limited—as written it will only benefit five Friends, and the Friends currently serving in those roles are Friends regularly called upon for leadership roles and not representative of the diversity of the YM. If we truly desire a more diverse leadership, we *must* support Friends throughout their committee service, and particularly early on.

As our discussion continued one Friend identified two competing themes that appeared, both in December's discussion and in today's: Many Friends have deep discomfort with financial compensation for volunteer ministry, but Friends also feel gratitude for the stipend proposal and an interest in exploring whether the proposal will release more Friends for ministry. Friends long for our radical roots in which support for those called to ministry was dictated not by a YM structure but by a spiritual dedication to part the seas for those who must serve God's kingdom on earth. Our relationship with the realities of the financial world is complex; we must still try to do God's work.

Friends struggle to discuss money and our conversation reflected that. But we also expressed a real willingness to experiment with this proposal and to use this opportunity to discern who is truly called to serve and lead, without focusing on whether and what support they will need. We hope that the YM can shift to identifying Friends who are led to serve and then figure out how to support them—financially, emotionally, and spiritually. We are being called to explore what it means to be a community and what it means to support each other in all the ways that we need support.

Noah suggested that we give this proposal preliminary approval and ask a small group of Friends to work out a more detailed proposal to return to the March meeting. Included in this proposal would be an implementation plan grounded in the spiritual underpinnings with which we take on this proposal. In the meantime the Finance Committee can begin the budget process with the stipend proposal as part of the discussion.

We affirmed our support for the proposal and look forward to a more detailed action plan in March.

21-7: Laying down of Reducing Financial Barriers to Leadership Working Group

Their work being complete, the Permanent Board approved laying down the Reducing Financial Barriers to Leadership working group, with gratitude for their faithfulness.

21-8: Treasurer's Report

Bob Murray, Treasurer, reported on the Yearly Meeting financial position after the first quarter of fiscal year 2021. His report is appended. Friends had the opportunity to ask questions and we are grateful for Bob's thoughtful comments and thorough explanations of our financial reports.

21-9: Finance Committee Report

Scot Drysdale, clerk of the Finance Committee (Finance), summarized his written report on the work of Finance. Finance is currently starting the budget process, and revising their Purposes, Procedures, and Composition, and anticipates Coordinating and Advisory bringing that to the Permanent Board, soon, for our approval.

21-10: Request from Friends Camp

John Reuthe, clerk of the Friends Camp Committee, introduced a request for financial support from the Friends Camp (the Camp). Background information on the request is appended.

The Camp requests a transfer of funds from the operating division of the Yearly Meeting to the Camp accounts to cover the budget deficit at the end of their 2020 fiscal year. This request comes with the approval of the Finance Committee.

Friends approved the transfer of funds from the operating division's unrestricted reserves to the Camp, to cover the Camp's FY2020 year-end deficit.

21-11: Update on the Call to Urgent Loving Action

Steve Gates, co-clerk of Earthcare Ministry Committee (EMC), and Beth Morrill, clerk of Racial, Social, and Economic Justice Committee (RSEJ), presented a report from the working group tasked with carrying forward Yearly Meeting-wide discernment on the Call to Urgent Loving Action, approved at Sessions 2020. Their report is appended.

The Call to Urgent Loving Action asked Friends and monthly meetings to spend the year in spiritual and intellectual discernment regarding social injustice, including racism and the climate crisis. The working group is committed to helping individuals and meetings with their discernment and are available to present to meetings, to aid with discussions, and have shared many resources on the Yearly Meeting website.

By Sessions 2021 the working group aims to have met or consulted with any and all meetings that are interested, to share minutes that meetings have written, and to have discerned future actions for further seasoning.

Steve and Beth requested that the Permanent Board help them identify further contacts at monthly meetings, nudge others who may be interested in furthering the work of the Call to Urgent Loving Action, and share any actions that our meetings are taking.

Friends received the report with gratitude and had the opportunity to ask questions and share commentary. Friends were eager to understand how this work was being carried jointly by the EMC and RSEJ committees and what outcomes the working group would view as successful during this year of facilitating Yearly Meeting-wide discernment. Friends also expressed an interest in hearing more about the spiritual underpinnings of this work.

21-12: Right Relationship Resource Group

Andy Grant and Suzanna Schell, members of the Right Relationship Resource Group, reported on the work of their working group since being tasked with helping monthly meetings discern actions and responses to the Letter of Apology to Native Peoples presented at Sessions 2020. The group's written report is appended.

The resource group has been meeting monthly, in consultation with Bruce Neumann, Presiding Clerk; and Leslie Manning, Permanent Board Clerk. They have worked on updating resources for meetings and individuals, available on the Yearly Meeting (YM) website; answering questions from meetings; providing updates in the YM newsletter; and responding to invitations to consult with meetings.

The resource group is available to Friends and meetings as they confront the moral and spiritual pain of our role in the oppression of native peoples and discern ways forward. The group shared that there are many meetings grappling with this work and as minutes are written or actions taken those will be available on the YM website to inform and inspire other meetings.

Friends accepted this report, with gratitude.

21-13: Report from Nominating Bodies

Internal Nominating Committee brought one nomination to the Permanent Board:

Nils Klinkenberg to Personnel Resources Working Group

Friends approved this nomination.

Will Taber, clerk of Internal Nominating acknowledged that they still have not identified a clerk for the Personnel Resource Group. Internal Nominating hopes that one of the ex-officio members of the group will take on calling a meeting so the group's work may proceed.

Friends Camp Nominating Committee brought one nomination to the Permanent Board:

Sam Gant to Friends Camp Committee, class of 2024

Friends approved this nomination.

Leslie Manning, Clerk, brought two nominations for a working group of the Permanent Board:

Amelia (Mimi) Marstaller to Israel/Palestine Working Group, class of 2024

Scott Rhodewalt to Israel/Palestine Working Group, class of 2024

Friends approved these nominations.

Leslie Manning, as part of the Ministry Transition Team, brought three nominations for the Host Team for the seasonal gatherings for spiritual nurturing:

Janet Hough as Elder for the Host Team

Richard Lindo as a member of the Host Team

Jennifer Higgins-Newman as a member of the Host Team

Recognizing that they do not require formal approval, Friends affirmed these nominations.

21-14: Approval of PPC

As part of the regular review of the Purposes, Procedures, and Compositions (PPC) of the committees and boards of the Yearly Meeting, the Permanent Board received revisions to the PPC for Coordinating and Advisory (C&A), the Legacy Gift Committee, Youth Ministries, and Puente de Amigos. In their preparation for the review of the PPC, which historically has happened for all committees at the same time every three years, C&A has decided to move away from the practice of reviewing all of the PPC at once and move toward a review of each PPC at least once every 3 years, but on a less strict timeline. The goal of the review of PPC has always been to ensure that the approved PPC is aligned with the actual practices of a given committee.

There were several issues raised about the revisions, some about specific wording, and others about committee structures, and the writing of the PPC, more broadly.

When a Friend identified a concern about word-usage in the one of the documents being triggering, and requested that the word be changed, that Friend was invited to send that revision to the appropriate revision committee. We were gently reminded that it is not appropriate to ask

someone who feels triggered to take it upon themselves to fix the thing that has made them uncomfortable.

Friends also raised concerns about all of the necessary information being included in the PPC for a committee; referencing minute numbers without context is insufficient because it assumes knowledge of the full minute history.

Friends discussed concerns about conflicting understandings of committee term lengths and term limits, and the description of those in the PPC.

Friends were not ready to approve the revisions to the PPC for these four committees and will return them to C&A for further review.

21-15: Noticings

We were joined in our meeting by several members of the Noticing Patterns of Oppression and Faithfulness (NPOF) working group. In the morning they shared some noticings of the ways both oppression and faithfulness had shown up over the course of our meeting so far. The NPOF shared noticing the faithfulness of inclusion of youth in the Sessions planning, as well as the willingness to plan another virtual Sessions which allows us to be inclusive in other ways. The NPOF recognized the discernment and faithfulness apparent in the planning process for Sessions but also the need to include those who will be most negatively affected by decisions. Lastly, the NPOF noticed how a quick comment in the Zoom chat box led many astray as we tried to share our expertise; there are many of us who are eager to engage and participate, and we sometimes struggle to divide time equitably when we have so little of it.

21-16: Closing Worship

Friends closed with a period worship. We will meet again on March 20 via Zoom.

Leslie A. Manning
Leslie A. Manning (Apr 15, 2021 12:40 EDT)

Leslie Manning, clerk

Sessions 2021: A Proposed Framework

Submitted to the Permanent Board for approval

21 January 2021

An introductory note from the Presiding Clerk:

Friends,

It is with a mixture of sadness and excitement that we bring you a preliminary framework for Sessions 2021, requesting your affirmation to guide our further work.

The core planning group of Elizabeth Hacala, Rebecca Leuchak, Noah Merrill and myself have been meeting regularly for several months now, considering what we are learning about the course of the pandemic, balanced against a timetable for making decisions and the many needs of Friends.

When we left Sessions last summer, I was optimistic that we would be able to meet in-person the following August. Praise the Lord that there are not one, but 3 vaccines which are slowly becoming available. But recent news about spikes in infections, due at least in part from fatigue of coping with restrictions, as well as news about a more virulent strain, leave us nervous about the future.

Best case scenarios have a good percentage of the population vaccinated by the summer, but there remain big questions about the safety of a large, extended gathering such as residential sessions. Add to this concern the fact that much of our population is older, more at risk, and thereby more conservative about choices that might have even a small health risk, and we can imagine that even if health authorities said that large gatherings were permitted, many would choose not to come.

We find ourselves with some sadness, again recommending that Sessions be primarily an on-line event.

The excitement comes with the cautious expectation that smaller, shorter gatherings may be considered safe, allowing some meetings to host local gatherings consistent with their local conditions.

If it feels early to be making this decision, we will note that last year's planning over a relatively short period of time was a big challenge for many involved, and an earlier decision will allow better and more intentional planning, building on what we learned last year.

Bruce Neumann
Presiding Clerk.

Purpose: This document seeks to establish an approved framework for Annual Sessions 2021; a “scaffolding” through which the many Friends can shepherd and carry forward this complex work.

Goals: In planning for Sessions 2021, while protecting the health and safety of participants, we hope to create conditions for 1) shared discernment on matters before the Yearly Meeting; 2) spiritual nurture and growth in Friends’ faith and practice; 3) nurturing relationships among Friends from New England and beyond; 4) fostering inclusive, multigenerational community; and 5) supporting the thriving of local Friends communities across our region.

Dates: Sessions will begin on Saturday, August 7, continuing through Thursday August 12, or Friday Aug 13 if we choose to have a Sabbath Day again.

Location/Venue: Sessions will be a primarily virtual event for 2021.

We recognize that Friends may choose to gather informally in smaller groups. If local public health conditions allow, some in-person gatherings, organized and initiated with careful planning by monthly meetings or quarterly meetings, may be supported by the Yearly Meeting. The Yearly Meeting will only support in-person gatherings in so far as they appear safe and permissible under local public health restrictions.

To the extent that it is helpful and feasible, the Yearly Meeting may provide some support in the form of guidance for logistics and programming; as well as equipment, training, and logistical support for those gatherings.

Process: Two “teams” will collaborate to plan Sessions—a *program* team and a *logistics* team. The two groups will come together regularly for coordination meetings to share updates, coordinate, and make decisions about more global issues (including the schedule).

Planning will proceed through the spring and summer through frequent, shorter meetings. The process of planning, decisions, and implementation will be shepherded logistically overall by the Events Coordinator, with guidance and input from the Sessions Committee Clerk, the Presiding Clerk, and the Yearly Meeting Secretary.

All of this work is informed by the prior work of the Sessions Committee, which has discerned and approved Sessions speakers and the 2021 theme, “A Time for Healing.”

Components of Sessions:

What	How	Why
Business Meeting	Business meetings will be held online via Zoom.	To support the Presiding Clerk in clerking to business sessions of New England Yearly Meeting.

	<p>If possible and appropriate, we will consider bringing the clerks table or other small working groups together in one location to support their shared work.</p> <p>Need to find robust ways to support Friends with access needs.</p>	<p>To ensure Friends have a consistent level of access to corporate discernment.</p>
Youth Programming	<p>In lieu of a Young Friends program as part of Annual Sessions, teen-specific Quaker spiritual programming will be offered at Friends Camp in China, Maine during Sessions.</p> <p>This programming will take place during the same week as Annual Sessions, and will be supported on-site by the Young Friends Events Organizer.</p> <p>Teens wishing to participate in general Sessions programming will be supported in doing so to the extent possible.</p> <p>Further options for younger youth programming are in development for different times during the summer, rather than holding concurrent youth programs during the week of Sessions.</p> <p>With this shift, the JYM-JHYM Coordinator will join the overall program team to help with integration and to support making activities multigenerational.</p>	<p>To better serve the needs, and respond to the schedules, of teens, youth, and families.</p> <p>To keep staffing commitments manageable.</p> <p>To allow for as much of Sessions programming as possible to be multigenerational.</p>
Home Groups	<p>Most Home Groups will be held online.</p> <p>The Home Group coordinator will be part of the program team.</p> <p>Options for other variations will be considered to respond to particular needs (phone-only, parents with small children, etc.)</p>	<p>To support more intimate connection and deeper engagement with the experience of Sessions and the current condition of Friends.</p> <p>To provide for cross-pollination and connection of Friends across New England.</p>

	<i>NEYM is also committed to offering a BIPOC (Black, Indigenous, and people of color) Friends home group and/or other affinity space.</i>	
Bible Half Hours (BHH)	<p>Bible Half Hours will be broadcast live on Zoom, and recorded.</p> <p>Local meetings may wish to hold “viewing parties.”</p> <p>Both video and audio will be recorded and shared for asynchronous engagement.</p>	To make sure the BHH are available to as many Friends as possible, both live and in the future.
Plenary	<p>The plenary message/program will be broadcast on Zoom and recorded.</p> <p>Local meetings may wish to hold “viewing parties.”</p> <p>Both video and audio will be recorded and shared for asynchronous engagement.</p>	In order to make sure the Plenary is available to as many Friends as possible, both as it is offered and subsequently.
Workshops	<p>The yearly meeting will continue to offer year-round adult programming online, as well as to promote other high-quality, relevant Quaker programming being offered through other Friends organizations.</p> <p>At Sessions, there will be a few select opportunities for focused conversation and sharing, organized by the Program Team.</p> <p>Self-organized interest groups likely to be of interest to many Friends may be highlighted during Sessions on a case-by-case basis (for example, in a daily email to those registered).</p>	<p>To continue to offer focused, relevant opportunities to nourish the life and ministry of Friends in New England—and of local meetings— that respond to identified needs and current concerns.</p> <p>To focus energy on aspects of Sessions that most respond to the key goals for this year, during the first week in August.</p>
In-Person Gatherings	Opportunities to connect small, local-meeting-led, in-person gatherings may be supported as local health regulations, capacity, and planning timelines allow.	To acknowledge and be responsive to many Friends’ yearning for opportunities to be together in person where possible.

	<p>The yearly meeting may create or provide support such as:</p> <ul style="list-style-type: none"> ● Guidelines to support local meetings in safe and nourishing gatherings ● Program suggestions for synchronous local gatherings so Friends can gather in time if not in space ● Tech support, through assistance or (in some cases) equipment ● An identified contact to answer questions and support local meetings <p>Friends would be especially encouraged to bring a multigenerational lens to in-person gatherings, with a particular emphasis on welcoming families.</p> <p>The exact configuration of the technology for these gatherings will be dependent on the COVID restrictions at the time. The tech and program teams will be refining this as part of their work.</p> <p>The YM would not assist with or provide overnight hospitality. Local gatherings would supplement or integrate with, rather than replace, the online Sessions 2021 activities.</p> <p>Opportunities for informal connection that allow Friends to participate online-only will also be included in program planning.</p>	<p>To support the thriving of local meetings and the engagement of local meetings as <i>communities</i> (rather than solely as individuals) with the wider community of New England Friends, and Annual Sessions.</p> <p>To support the leadership, learning, and resilience of local meetings, and keep NEYM support work manageable and focused.</p> <p>To help us do together what we cannot do alone.</p>
Worship	A worship coordinator will serve on the program team, and the interim Clerk of Ministry & Counsel will consult on worship opportunities.	To ensure worship is held as a central aspect of Sessions To support integration between distinct opportunities for worship and the various other

	<p>Questions about care for worship and communication with Sessions attendees about opportunities for worship will be integrated into program and communications planning throughout the process.</p>	<p>aspects of Sessions.</p> <p>To ensure the various logistical aspects of caring for worship go as smoothly as possible.</p>
<p>Informal community and continuing connections</p>	<p>Open times for live informal connections offered via Zoom breakout rooms as part of the week's schedule.</p> <p>An opt-in, shared contact list will be incorporated as part of registration, to allow Friends attending to make direct connections throughout Sessions and subsequently.</p>	<p>To allow for Friends participating in Sessions who desire it to readily connect with one another and nurture relationships more informally, both during and after Sessions.</p>

Two Requests for Permanent Board Approval

Purpose: With the support of the Coordinating & Advisory Committee, the Yearly Meeting Secretary is requesting the Permanent Board's approval for two actions with financial implications, detailed below.

Request #1: Application for PPP Second Round Funding

Background: Through recent action by the U.S. Congress, qualifying organizations are eligible to apply for a second round of funding as part of coronavirus relief and stimulus legislation. Friends Camp and the NEYM Operating Division qualify as one entity. We have received notice that our previous loan, received in the first round, has been forgiven.

Requested action:

*The Permanent Board **affirms** and **approves** the application by New England Yearly Meeting of Friends for a second-round forgivable loan under the Paycheck Protection Program (PPP), for the full amount for which NEYM (including Friends Camp) is eligible under the relevant legislation, up to \$150,000. Noah Merrill, Yearly Meeting Secretary, and Leslie Manning, Clerk of the Permanent Board, are **authorized** to execute any documents pertaining to this application process on behalf of New England Yearly Meeting of Friends.*

Request #2: Transfer and Authorization for Use of Infrastructure Fund

Background: In minute [PB 20-11](#), at the recommendation of the Finance Committee, the Permanent Board created a new revolving fund to allow money to be set aside for larger infrastructure projects. Initial funds for this purpose came from rebates to the Yearly Meeting from our health care insurer. Annual contributions to this fund are now included in the annual operating budget of the Yearly Meeting. The process for authorization is that the Yearly Meeting Secretary should bring a proposal to the Permanent Board for use of these funds, identifying the intended infrastructure purpose.

For several years, it has been clear that it is necessary to overhaul and rebuild the custom-built system that the Yearly Meeting uses to manage online registration for Annual Sessions. Several years ago this system was built at short notice and on a limited budget. While it has served us well, the current system requires costly annual updates and creates duplication of records, which results in substantial use of staff time for checking and cleanup each year. Both of these issues result in a significant ongoing financial cost. A rebuilt system would be intentionally

designed to be easier to update, and so ongoing costs year-to-year would be greatly reduced in future.

We recently learned of another need that complicates the former project. Our registration system and website integrate with an online credit card payment processor. Both our database consultant and website consultant have recommended we change to a different payment processor, due to ongoing costs, delays in online payment processing, and the potential for security issues in the future (though, we are assured, not currently).

Since the two systems (online registration and payment processing) work together, it would be more costly (and redundant) to do the projects separately. The Secretary therefore recommends, with the support of the Treasurer and Finance Clerk, that the Permanent Board approve moving forward with both projects as soon as possible, this year.

While we are still negotiating with our consultants on the details of the projects to determine what is essential and what savings may be possible, it seems possible that we may need as much as \$40,000 to complete both projects this year.

Currently the balance in the Infrastructure Fund is slightly less than \$20,000. The Yearly Meeting Operating Division has sufficient unrestricted reserves to both complete the transfer of funds to Friends Camp (see separate request from the Finance Committee in advance documents for this meeting), and to designate an additional \$20,000 to the Infrastructure Fund, while still maintaining unrestricted reserves at a level above what we seek to maintain by policy (25% of annual operating expenses).

Requested actions:

- 1) *Permanent Board approves transferring and designating \$20,000 from unrestricted operating reserves to the Infrastructure Fund for capital projects, and;*
- 2) *The Yearly Meeting Secretary is authorized to use the Infrastructure Fund to support rebuilding the online registration system for Sessions, and to establish and integrate a new credit card payment processor and payment gateway for NEYM.*

Report to the Permanent Board from the Reducing Financial Barriers to Leadership Working Group

December 12, 2020

At Sessions 2019 NEYM approved recommendations related to inclusive leadership development, including a request to explore ways that financial support could be offered to Friends to make volunteer leadership roles more accessible to a wider range of people. Building on the report of the Clerking Structures and Practices Working Group (CSPWG), the Reducing Financial Barriers to Leadership Working Group, has met weekly since September to review that report, discuss the current financial support available to Friends in leadership roles, and discern a way forward.

Throughout our conversations and discernment our goal was to think creatively about how financial support could clear the way for a more diverse group of Friends to accept leadership positions, whether this was achieved through streamlining our reimbursement process or offering stipends to people in the roles that require the largest time commitments. Though the working group believes that our recommendations will aid in the recruitment of a more diverse group of leaders, we also note that few Friends directly cite finances as the reason that they have said no when asked to serve; rather, many Friends cite time as the limiting factor. We hope that further attention will be paid to the cultural and structural reasons (like the large time commitments required of these roles) that Friends turn down these positions, detailed in the report from the CSPWG. Additionally, we imagine that there may be further ways that financial support could aid in future changes that may be made to address the cultural and structural barriers, thus, we recommend that a future iteration of our working group meet again if prudent.

As part of the process of developing these recommendations, we consulted with the Accounts Manager about the current structure of the Yearly Meeting's reimbursement process and ways that it could be improved. We also met with the Yearly Meeting Secretary, the Treasurer, and the clerk of the Finance Committee to discuss the feasibility of stipends for some leadership positions.

Our group discerned five areas of recommendations to the Permanent Board: reimbursements, stipends, a survey, leadership development, and burnout prevention. In the end we bring three specific recommendations to the Permanent Board and share commentary from our discussions on two other areas.

Reimbursements:

We recommend that the reimbursement process for all volunteers be made more transparent and accessible by improving the submission process and the communication of guidelines.

1. Reimbursement Forms:
 - a. Create an electronic online form for volunteers to use for reimbursement.

- i. This avoids the need for volunteers to have access to a printer and stamps in order to be reimbursed.
 - ii. If possible, embed a mileage calculator into the form itself.
 - iii. Have committee clerks using a @neym.org email address include a link to the electronic reimbursement form in their signature line.
- b. Include reimbursement for caregiving expenses on both paper and electronic forms.
 - i. Update the webpage using language that is easy to understand and explain, and clearly conveys the current reimbursement policy for caregiving.
 - ii. Expand the caregiving reimbursement policy to allow for reimbursement to do committee work, rather than only to attend committee meetings (for example, for time spent preparing reports, minutes, or the agenda).
- c. Offer the option of direct deposit reimbursement through Expensify for volunteers who are reimbursed frequently.
- d. Clarify what documentation is required, if any, on both paper and electronic forms.
- e. Make it clear that reimbursement is still possible after three months, while still encouraging Friends to submit reimbursement requests in an on-going manner through the year.

2. Equipment such as laptop, printer and internet services:

- a. Formalize a process for funding equipment for volunteer leaders, and include documentation in written materials (webpage, graphic, brochure) developed to overview available supports. Currently, we rely on individual nominators to verbally convey the availability of these supports.

3. Communicating the Process:

- a. Create a brochure or graphic for NEYM volunteers that explains the support available to them in their service. Share these resources with all volunteers every six months.
- b. Integrate these explanatory materials into the nominations process, along with specific questions about supports needed in order to serve.

Stipends:

We recommend that a stipend be offered to each of these five volunteer leadership positions: Clerks of Ministry and Counsel, Permanent Board and Nominating Committee; Presiding Clerk; and Treasurer. After a trial period, an evaluation would be made to learn if this practice successfully created an opportunity for more people, and more people of diverse backgrounds, to accept leadership roles.

- 1. We recommend a \$250/mo (\$3,000/yr) stipend for each of the above volunteer leaders.

- a. We feel this amount is enough to show appreciation and demonstrate that their service is valued without being seen as a paid position.
 - b. This amount could be adjusted to \$750 quarterly if requested.
 - c. The total annual cost for 5 volunteers would be \$15,000.
2. We recommend that these stipends be paid to each of the above volunteers automatically.
 - a. No request from the volunteer shall be required.
3. We recognize that stipends are subject to taxation, and require a 1099 form.
4. We recommend this process begin at the start of FY 2022 (Oct.1, 2021), and that it continue for a minimum of 3 years to assess its value and effectiveness.
5. We note that stipends can be used by the recipient for any personal expenses and costs, including those needed for self-care and burnout prevention.

Survey

We recommend a survey to ascertain more information about the Friends who have and have not accepted leadership positions in the Yearly Meeting, Quarterly Meetings, and Monthly Meetings.

1. Suggestions for questions to include in a survey (though the survey need not be limited to these questions):
 - a. Demographic information
 - i. Age bracket (under or over 50)
 - ii. Working full-time, part-time, or retired
 - iii. Child or elder care needs
 - iv. New or seasoned Friend
 - b. Reasons for not serving
 - i. Role requires too much time
 1. What is your major time commitment: work, parenting/caregiving, service to your meeting, other
 - ii. Financial barrier(s)
 - iii. Commitment too long
 - iv. Didn't feel I had the right gifts/skills
 - v. Didn't feel like the right fit for my gifts/skills/leadings
 - vi. The work didn't feel like a meaningful use of my time
 - vii. Was led to serve in my local meeting
 - c. Support while serving in leadership positions
 - i. What types of support were offered?
 - ii. Was the support useful?
 - iii. What other support would have made the position more doable?

2. Survey recipients
 - a. Friends that the nominating committees think would have useful insight.
 - b. Friends that QM and MM clerks think would have useful insight.
 - c. Provide a link to the survey in the Yearly Meeting newsletter so that Friends may also self-select to fill out the survey.
3. The results of this survey would be read and collated by a future working group, and shared with the Permanent Board.

Leadership Development

The working group spent time discussing whether there were additional ways that leadership development in the Yearly Meeting could be financially supported. We recognized that the Yearly Meeting has significantly increased its support of leadership development in the past two years through the creation of the Quaker Practices and Leadership Facilitator staff role and the programs that have been developed, implemented, and supported through that role. In our conversations together, and including input from Nia Thomas, it does not seem like further financial support of leadership development programs would currently be useful. We are grateful for the increase in programming in this area in the last two years and hope that it will continue. We hope that in the next few years there will be additional assessments of the leadership development programming offered by the Yearly Meeting and that at that time there will be an opportunity to request further funding for leadership development if that is prudent.

Burnout Prevention

The working group had many conversations about ways to reduce burnout among our leaders, drawing both on commentary from the CSPWG as well as our own experiences serving with Friends. We do not currently have a specific recommendation to financially support burnout prevention, but we want to highlight our hope that Friends will be more open about the challenges faced in leadership service to the Yearly Meeting and encourage each other to seek the necessary resources needed for personal support. In providing stipends to the Clerks of Ministry and Counsel, Permanent Board and Nominating Committee, the Presiding Clerk, and the Treasurer, we hope that these funds will be used not only for expenses related to their work (e.g. internet service), but also for whatever self-care might support their service to the YM.

Respectfully submitted,

Hannah Zwirner Forsythe, Clerk
Nia Thomas, Quaker Practice and Leadership Facilitator
Elias Hanno
Kathy Olsen
Sarah Sprogell

NEYM
Q1 FY2021 Operating Budget vs Actuals Summary
 October - December, 2020

	Q1 FY2021 Actual	Q1 FY2020 (previous YTD)	FY2021 Full Year Budget	Q1 FY2021 % of Full- Year Budget
Income				
4010 Individual Contributions	35,818.25	37,617.31	230,225.00	15.56%
4020 Monthly Meeting Contributions	86,255.60	84,056.44	373,000.00	23.12%
4050 Interest and Dividend Income	5.07	35.11	9,000.00	0.06%
4070 Books & Other Sales Income			17,000.00	0.00%
4080 Retreat Program Fees	1,095.61	6,622.05	47,000.00	2.33%
4085 Sessions Program Fees			211,050.00	0.00%
4090 Change in Fair Market Value	0.00	(162.72)		
4099 Net Assets Released To/From	0.00	0.00		
Total Income	123,174.53	128,168.19	887,275.00	13.88%
Expenses				
5000 Staff	96,486.53	92,092.26	431,519.00	22.36%
5100 General & Administration	32,465.29	16,317.60	104,565.00	31.05%
5300 Travel & Conferences	60.00	4,422.46	35,300.00	0.17%
6000 Programs	3,496.03	10,286.73	270,009.76	1.29%
6140 Books & Other Sales Expense		35.70	14,500.00	0.00%
6200 Support of Other Organizations			45,975.00	0.00%
6600 Publications			4,000.00	0.00%
Total Expenses	132,507.85	123,154.75	905,868.76	14.63%
Net Operating Income	(9,333.32)	5,013.44	(18,593.76)	50.20%
Other Income				
9940 Other Income - Transfers from other funds	9,721.00 *	9,721.00		
Total Other Income	9,721.00	9,721.00	0.00	
Net Other Income	9,721.00	9,721.00	0.00	
Net Income	387.68	14,734.44	(18,593.76)	-2.09%

* Distribution of surplus from Friends Mutual Health Group for plan year 2018 (second of two checks)

Finance Committee Report to Permanent Board, 1/30/21

Committee Members: Scot Drysdale - clerk, Hannah Forsythe, Philip Maurer, Kathy Olsen, Carol Savery-Fredrick, Sarah Sprogell, Roland Stern

Ex-officio: Frederick Martin, Noah Merrill, Bob Murray

Finance Committee met on Jan. 16, 2021. Most of the meeting was spend discussing the committee's Purposes and Procedures with Elizabeth Reuthe, the committee's shepherd from C&A. We made a number of changes and expect to approve the modified document at our April meeting. We also appointed a Budget Subcommittee, which will meet several times between now and our April meeting to develop a tentative budget.

The committee received a request from Anna Hopkins, the director of Friends Camp. (This letter is attached.) She requested that NEYM give the camp an unrestricted gift of \$17,481 to cover the camp's deficit for FY 2020. She also requested that all PPP funds and EIDL funds received by Friends Camp be recorded as an unrestricted gift. After discussion the Finance Committee enthusiastically approved this request and recommends that the Permanent Board also approve it.

Friends Camp Request for Funding, to NEYM Finance Committee

January 5, 2020

Dear NEYM Finance Committee,

During the significant challenges of Fiscal Year 2020, the Permanent Board of NEYM affirmed a desire to support Friends Camp through covering camp's deficit this year. In accordance with this, the Friends Camp Committee is requesting an unrestricted gift of \$17,481 from the Operating Division to cover the end-of-year deficit for Fiscal Year 2020. While camp currently sustains cash reserves strong enough to continue employment of our full-time camp director and maintain our property, this position is tenuous. If we are able to fully enroll sessions to our reduced COVID-19 capacity this summer and do not take on unexpected expenses, we predict having as little as \$20,000 in the bank this time next year. A stronger financial footing, which could be achieved with this gift from NEYM, would increase our confidence to invest in site requirements for COVID-19 and appropriately staffing this upcoming summer, even if families have more financial need than we predict or enrollment is lower than we predict.

In addition to the above unrestricted gift request, we are writing with a request to formalize the federal stimulus funding received in Fiscal Year 2020. As of December 2020, the sizable PPP funds received by NEYM have been forgiven, possibly less the \$9k EIDL grant amount. We would like to request a minute clarifying that all EIDL funds received (\$9k) and the total PPP funds already passed on to Friends Camp will be recorded as an unrestricted gift. This would mean that any funds due back to the federal government will be the responsibility of the operating division.

A few details about Fiscal Year 2020 to note include:

- On-site camp had to be cancelled due to the pandemic, so we received no income from tuition.
- We still had expenses, notably our full-time camp director, part-time maintenance director, administrative costs such as insurance, and maintenance costs for the physical plant.
- We made almost \$43K in much needed capital improvements to support and sustain our property, supported in part by grants.
- We offered a two-week virtual camp at no charge to families throughout NEYM, but at the cost of hiring part-time counselors.
- The camp director worked hard to trim expenses as much as possible.
- We worked with the NEYM operating division to secure PPP and EIDL funds, some of which has been passed on to Friends Camp. We hope to finalize this transfer as noted above.
- We mounted a major campaign for raising contributions from individuals, bringing in nearly \$106K, compared with \$23k in a typical year.
- We received \$20K from NEYM as an initial unrestricted grant to help offset our impending deficit.

While the improvements around vaccines are promising, Friends Camp remains subject to a highly unstable coming year. Given the restrictions of the pandemic, Friends Camp may be the only place where NEYM youth can gather in person during 2021. Strengthening this ministry with a more certain financial foundation allows us to serve more NEYM families and offer a Quaker youth experience to those beyond Friends Camp.

By Fiscal Year 2022, we hope to return to a more stable financial situation with full camper capacity, and the ability to rebuild our reserves.

Gratefully,

Anna Hopkins (Camp Director)

Robb Spivey (Camp Treasurer)

John Reuthe (Camp Committee Clerk)

Mid-Term Report to NEYM Permanent Board

From Earthcare Ministry Committee and Racial, Social & Economic Committee

Concerning *The Call to Urgent, Loving Action for The Earth and Her Inhabitants*

January 30, 2021

At New England Friends' Yearly Meeting Annual Sessions in 2020, Friends affirmed the Call to Urgent, Loving Action for The Earth and Her Inhabitants. The Call invited Friends into a year of spiritual and intellectual discernment regarding social injustice, including racism and the plight of Mother Earth, to discern actions that can address these systemic and interconnected challenges. A working group consisting of the Clerks of Earthcare Ministry (EMC) and Racial, Social, & Economic Justice (RSEJ) was convened to provide Monthly Meetings with the assistance and support they may need as they answered this call. Friends from the wider Quaker community enriched the Call by adding their thoughts and voices.

In the past 5 months, we have undertaken a number of actions. We have contacted each Quarter and offered an opportunity for us to conduct a presentation on the Call to Action. To this date we have presented at Northwest Quarterly Meeting and Sandwich Quarterly Meeting. We will be meeting with Southeast Quarterly Meeting in early February. FWCC also invited us to conduct a presentation on the Call in October. Members of our committees have also taken part in supporting and heralding the call in their meeting communities. The monthly meetings we have presented to include Northampton Meeting and Framingham Friends Meeting. Many participants have expressed a good deal of excitement and energy about the Call and some have articulated a great desire to meet and collaborate with others.

There have been others in the Yearly Meeting have taken up the Calls from Sessions. We particularly note the efforts of Beacon Hill Friends House to address these Calls. We also have heard of Monthly Meetings that have independently engaged in the work of the Call.

With the help of NiaDwynwen Thomas, there is now a section of NEYM's website devoted to the Call. The website details the Call itself, offers a number of resources for information and guidance on racial and climate justice, suggests and number of worship sharing queries, and presents videos which tell the stories of those who have taken individual actions.

Meetings with Bruce, Noah and Nia have been supportive and a source of guidance. EMC and RSEJ clerks have also met with other social justice committees of NEYM. Going forward, we hope to further develop and nurture our collaborations with other committees and individuals in Yearly Meeting who are undertaking this work. We have much to give and also much to learn from each other.

Our biggest goal going forward is to contact as many monthly meetings individually as we are able. We are sending letters which offer our assistance, if needed, and ask meetings to share with us what they have done as individuals and corporately on racial and climate justice. An article for the NEYM newsletter about what we've been up to since Sessions 2020 will be submitted for next month's edition.

We have faced challenges. At times, it has been difficult to get responses. People lead busy lives and COVID presents exceptional challenges. We are also limited by the small size of our group.

We therefore have three requests of the members present.

1. Please let us know of any meetings that could use assistance. Also, let us know of work that meetings have undertaken. We would like to share and uplift the actions that have been taken. Our email is calltoaction@NEYM.org. One of the ways we can raise the actions of others is to create videos to share on the Call to Action web page. We are happy to offer technical assistance. It is our hope that these videos can serve as a source of inspiration for those who may be making their first steps towards justice.
2. We are eager to hear any advice on how to best reach out to monthly meetings.
3. We have a strong desire to increase the size of this working group consisting of the clerks of Earthcare Ministry and RSEJ. We are looking specifically for one or two members for the Working Group and Steering Committee? More members in general to help with contacting meetings would be welcomed but our main concern is with the working group. Our limited resources are hindering the full expression of this work. We hope others might consider joining us in this work.

We are mindful that all of us have also been through trauma as we have been navigating this pandemic. We struggle with grief, fear, anger, and isolation. This is but a shadow of the centuries of trauma faced by People of Color and the potentially catastrophic harm on the Earth due to human actions. However, we also know that we cannot address the deep wounds of racism and climate degradation until we ensure our own house is in order. Otherwise, we risk throwing our own pain on top of years of historical injustice. The burden on People of Color and the Earth is already heavy enough. We need to stop, still our minds, reach for the love we carry for one another and hold on tight.

We are in a time of wintering. A time of thought and reflection. This is not the time for fiery, quick decisions or actions. More is not always better. This is a time for deep connections. For listening to Spirit. It is a time for telling our stories and listening to the stories of others with reverence and honor. In its time, this season will end and we will be led to right, just, and spirit-led action. We trust Spirit to guide us in the urgency of this work.

The heart of this work is embodied in our faith and the practice of it, in the desire and the necessity to address suffering caused by injustice, greed and violence. What is in the depth of our hearts and minds is a deep concern for life on earth. We still continue to find joy in this work. Each small movement begets a larger one and in this we find hope.

With faithfulness and hope,

Steven Gates- Co-Clerk of Earthcare Ministry

Gail Melix- Co-clerk of Earthcare Ministry

Beth Morrill- Clerk of Racial, Social, and Economic Justice

Report from The Right Relationship Resource Group

The Right Relationship Resource Group has established a regular meeting pattern, once a month with the NEYM support staff and additional operational meetings as needed.

We affirmed the following purpose statement:

The Right Relationship Resource Group serves to support NEYM meetings' discernment of actions and responses to the Apology at Sessions in 2021. This will include doing the spiritual groundwork to grapple with the repair of moral injury and living with the unresolved grief that so many of us feel.

There are four focuses of the work: 1) updating the NEYM page, "[Right Relationship with Indigenous Peoples: Resources for Engagement](#)"; 2) responding to the rightrelationship@neym.org email address; 3) assisting monthly and quarterly meetings by answering questions and responding to invitations to attend meetings; and 4) providing regular updates as part of the NEYM newsletter.

We are here to serve the meetings in the seasoning process, so please let us know what you need.

~Andy Grant, on behalf of the resource group

Members: Suzanne Schell, Don Campbell, Sara Smith, Kim West

Ex Officio members: Leslie Manning, Bruce Neumann



NEW ENGLAND YEARLY MEETING OF FRIENDS QUAKERS

Coordinating and Advisory

Purpose

The Coordinating and Advisory Committee (C&A) shepherds the work of the Yearly Meeting in alignment with the core purpose and the priorities articulated by the Yearly Meeting, and advises and coordinates the various committees, quarterly meeting leadership, staff, and other initiatives within the Yearly Meeting.

The members of this committee hold a particular responsibility to build a culture of inclusive and sustainable leadership development.

Procedures

The committee meets once a month, either in person or by electronic communication.

The work of the committee may require confidentiality as it discerns with tenderness how to proceed with an issue.

C&A is responsible for supervising and evaluating the work of the Yearly Meeting Secretary. The committee delegates day-to-day supervision of the Yearly Meeting Secretary to the Supervisor of the Yearly Meeting Secretary, who ensures completion of the annual performance review of the Secretary.

C&A, in cooperation with the Quaker Practice & Leadership Facilitator or other relevant parties, helps to ensure that current and emerging clerks of quarterly meetings, monthly meetings, and Yearly Meeting committees (including ad-hoc and sub-committees of the Permanent Board) are provided with relevant leadership development trainings, resources, and guidance.

The committee refers some matters to other bodies for review, discernment, and action. C&A is accountable to Permanent Board and to Sessions.

C&A strives to prevent duplication of effort and facilitate efficiency and effectiveness in the work of the Yearly Meeting.

With a goal of ensuring alignment with Yearly Meeting priorities, C&A will regularly review each committee's Purpose, Procedures, and Composition (PP&C), ensuring that every committee is reviewed at least once within a three-year period. C&A will do this work in consultation with each committee. The PP&C are approved by the Yearly Meeting.

The C&A Committee plays a key role in the annual Funding Priorities Process for the Yearly Meeting, discerning recommendations which are approved by C&A and then presented to the Permanent Board by the Yearly Meeting Secretary, in keeping with the process approved by the Yearly Meeting.

The Presiding Clerk may invite other committee clerks or knowledgeable Friends to participate as needed to support the committees discernment; otherwise, given the sometimes sensitive and confidential nature of C&A's work, its meetings are not open.

The Presiding Clerk reports regularly on the activities of the Committee to Permanent Board and annually to Sessions

Composition

The Committee is entirely ex-officio, made up of the current holders of these various positions: the Yearly Meeting Presiding Clerk, the Yearly Meeting Secretary, the Supervisor to the Yearly Meeting Secretary, the clerk of Permanent Board, the clerk of Ministry and Counsel, the Yearly Meeting treasurer, the clerk of Finance committee, and the clerk of Yearly Meeting Nominating committee.

The Committee is clerked by the Presiding Clerk.



NEW ENGLAND YEARLY MEETING OF FRIENDS QUAKERS

Legacy Gift Committee

Purpose

"The purpose of the Legacy Gift Funds is to support the ministries of New England Yearly Meeting Friends, both within and beyond our region.

Guided by our living testimonies, we seek to strengthen our Witness through the funding of public and released ministry, beginning with attention to Racism and Climate Change and understanding that this is a starting point and concerns beyond these may also be funded.

We seek to nurture our beloved community through the support of education, outreach, released ministry and meetinghouse projects. The Legacy Funds will serve as potent seeds to help Friends answer God's call in our time and to strengthen the new life that is already rising up in our Yearly Meeting." (Annual Sessions Minute 2015-27)

The purpose of the Legacy Gift Committee is to fulfill this Minute by distributing the funds that are in their care, and to seek additional ways to release and support ministry in New England and beyond. Its role is clearly defined in Minute 2014-62.

Procedures

The Committee sets application deadlines and processes in accordance with Minute 2014-62. A detailed Application Process appears on the NEYM website at <https://neym.org/legacy-gift/legacy-grants-apply-now>. The committee meets regularly throughout the year, for the purpose of soliciting and reviewing grant applications to two funds. The NEYM Future Fund, available to individuals and Meetings, is to be released until all of its money is expended. In the case of the NEYM Witness and Ministry Fund, the Committee distributes only the available income from the relevant funds, as determined by current NEYM investment policies. This entire process will be reviewed by the Yearly Meeting in 2024, or sooner, depending on need and as approved by Sessions.

From time to time, the committee may invite guest reviewers to participate in the review process.

The Legacy Funds are not limited to existing balances but can receive additional donations to support the work.

The committee is required to report back to Sessions directly every year during a Meeting for Business and is encouraged to offer workshops to promote the work of the committee, the relationship of money to our spiritual condition and to highlight the ministry and witness of the recipients of these funds.

Legacy Gift Fund recipients are expected to report annually to the committee for the duration of their grant, and to consult with the committee if there are significant changes to their budget or schedule after approval

The Committee consults, as needed, with the Permanent Board, the Finance Committee, the Treasurer and the accounts manager. It reports directly to Sessions.

Composition

- The committee consists of up to nine members, named by the NEYM Nominating Committee and approved by the Yearly Meeting. Members serve for renewable, staggered 3-year terms.
- The Yearly Meeting Presiding Clerk and the Permanent Board Clerk serve as ex-officio members.
- Yearly Meeting Nominating Committee, in consultation with committee members, names the clerk or co-clerks of Legacy Gift Committee. This nomination is approved by the Yearly Meeting.

Members of the Legacy Gift Committee may include Friends who:

- Bring gifts in spiritual discernment
- bring experience in grant writing or awarding;
- are previous recipients of the Legacy Gift funds;
- are able to commit to the time expectations of the committee's work;
- can actively reach out to applicants, and whenever possible meet them in person;
- will respond to applicants in a fair, timely and supportive manner;
- are able to help the group make decisions about competing priorities; and
- share a bold vision of the possibilities of what these funds could support.

Approved by the Legacy Gift Committee on May 31, 2020



NEW ENGLAND YEARLY MEETING OF FRIENDS QUAKERS

Puente de Amigos

Purpose

The Puente de Amigos Committee (Bridge of Friends) fosters a spiritual relationship, based on mutual respect, equality, and love between New England Yearly Meeting (NEYM) and Cuba Yearly Meeting (CYM) to which both meetings have been corporately called. Since 1991 the relationship with Cuba Yearly Meeting has been an important part of the religious life of New England Yearly Meeting, and the committee works to support the continuation of this ministry.

Procedures

The full committee meets for business 2–4 times during the year, including meetings at Annual Yearly Meeting Sessions. Puente de Amigos has an Executive Committee that makes needed decisions between committee meetings. There are also ad hoc Orientation and Discernment Committees formed to work with New England friends interested in representing NEYM in Cuba that can bring recommendations to the full committee, as there is a rigorous discernment process for those seeking a religious visa.

The Puente de Amigos committee builds relationships with Cuban Quakers by arranging exchanges of religious visitors between the two yearly meetings and encouraging ongoing connection through pairings of Cuban and New England monthly meetings called sister meetings.

The committee arranges for delegates from Cuba Yearly Meeting to attend NEYM Annual Sessions and to visit local meetings and participate in other Friends activities. It provides simultaneous Spanish interpretation at NEYM Annual Sessions, and offers a number of activities that highlight our relationship with Spanish-speaking Friends, such as hosting a “Puente table” at meals for those interested in meeting the visitors from CYM and facilitating a Spanish language anchor group. When possible, the committee also invites Cuban Friends, who are in the United States on other business, to visit New England. This work is supported by relationships with other Friends’ organizations that are interested in knowing Cuban Friends, such as the Friends United Meeting, the Miami Friends Church, and the Friends World Committee for Consultation-Section of the Americas. The committee works to maintain relationships with these organizations.

Intervisitation pushes us to seek discernment and to learn from others. When gathered together with Cuban Friends—our siblings—members of the committee wrestle with emotional topics such as the balance between truth-telling and confidentiality and the implications of material wealth on relationships with beloved Friends who have fewer economic resources. Together we participate in programmed and unprogrammed worship, which may include singing, Bible reading, and vocal prayer, as we invite God's presence to guide us.

The committee is explicitly authorized by the Yearly Meeting to raise funds to cover costs involved in religious visitation between the two yearly meetings. They may address needs for material assistance as identified by Cuban Friends (such as medicine and eyeglasses). These efforts should be coordinated as part of the development efforts of the Yearly Meeting as a whole. Any commitments which may have legal ramifications, such as an application for a travel license or a representation of Yearly Meeting commitments in support of a Cuban traveler's visa application, must be authorized by the Clerk of Permanent Board, the presiding clerk, or the YM Secretary. In such cases the committee is responsible for understanding the situation and providing advice and recommendations to the Permanent Board or the Presiding Clerk.

Composition

- Puente de los Amigos Committee has nine members serving staggered 3-year terms. Members may serve a second consecutive term. It has been the stated practice to have anyone who has served six years in a row to take at least one year off.
- Clerks are appointed for a 3-year term. The clerk's term on the committee may be extended to permit them to serve the full 3 years.
- The Committee establishes an executive committee of past clerks and emeritus members who can make time-sensitive decisions at the clerks' request between Puente Committee meetings. The decisions are then brought to the next Puente meeting. The executive committee is confirmed annually by the committee.
- Because of the special skills needed by clerks of Puente (Spanish, familiarity with the law and procedures involved in sending representatives of NEYM to Cuba) it's advisable for the clerk to have been involved with the work of the Committee before they are named. It is helpful to groom a rising clerk from within the Committee. The Nominating Committee will consult with Puente members before the Nominating Committee names an individual to serve as the rising clerk.
- The Committee collaborates with the Yearly Meeting Nominating Committee in finding members for the Committee. Sometimes there are Friends who are willing to stay on the committee and/or have asked us to be on the committee who we recommend to be nominated.
- The Committee collaborates and has linkages with Permanent Board and with the FWCC and FUM committees, and to the Yearly Meeting body as a whole.



NEW ENGLAND YEARLY MEETING OF FRIENDS QUAKERS

Youth Ministries Committee

Purpose

The Youth Ministries Committee serves to support the work of nurturing the faith life, spiritual growth, and leadership of children and youth of New England Yearly Meeting. The committee sees children as fully spiritual beings and advocates for this perspective within the Yearly Meeting (YM). The committee works to ensure the vitality, health, safety, and relevance of the youth programs offered by the organization of NEYM, as well as youth ministries offered within and across the web of local meetings in our region. This work happens in the context of both family and community, in same-age and in multi-generational groups.

It is the committee's intent that the youth work under its care enable young people to grow into adulthood with a full sense of belonging to both a local circle of Friends and the Yearly Meeting as a whole. The committee ensures that the programs we support offer a foundation of Quaker faith and experience, fostering an active spiritual life. The purpose of the Youth Ministries Committee is to support programs and practices that empower the young people of NEYM to live with grounded integrity, and that help them speak to the condition of the world.

Note: Friends Camp, a vital youth ministry of New England Yearly Meeting of Friends, is additionally guided by the Friends Camp Committee and by distinct standards for State of Maine licensing and accreditation by the American Camp Association.

Procedures

The committee acts as stewards to discern needs for youth programming, all the while listening for fresh inspiration within and beyond NEYM.

The committee supports local meetings and NEYM youth ministry staff and volunteers in the implementation of such programming.

The committee consults on the right ordering of administrative aspects of NEYM youth programs: health, safety and welfare of children; policy and procedures; and ethical and legal issues.

The committee ensures that NEYM programs are a partnership between youth workers, parents, and our wider spiritual community. The committee advocates for the needs of

NEYM youth, families, and youth workers. The committee ensures that programming is vital and relevant to current needs.

The committee is responsible for conducting an annual review of the NEYM Child Safety Policy and its implementation.

The committee supports the staff in their youth ministries work. The Yearly Meeting Secretary supervises the youth program staff. Youth staff attend committee meetings to communicate the reality and needs of youth work in NEYM.

The committee meets regularly, virtually or in person, as the needs of the committee dictate. The committee reports annually to Sessions on the health of the programs, status of the Child Safety Policy, and other issues in our care.

For local meetings, the committee offers resources, collaboration, and guidance for the health and welfare of children; policy and procedures; ethical and legal issues; program design and curriculum; outreach and networking.

Composition

- Committee membership should reflect the diversity within the Yearly Meeting. Gifts that we seek for the committee include skills in pastoral care for children and families, skills in youth programs and youth work, including program evaluation and planning. Committee membership should include people with familiarity with the NEYM retreat programs.
- Members are named for 3-year terms, two people in each class for a total of six named members. Members are named by the Yearly Meeting Nominating Committee.
- The youth ministry staff—Junior Yearly Meeting/Junior High Yearly Meeting Coordinator, Young Friends Events Organizer, the Quaker Practice and Leadership Facilitator, and the Friends Camp Director—are ex-officio members of this committee. Because of the high level of staff participation in the work of this committee, YMC needs to remain mindful of the risks of over-burdening staff.
- Yearly Meeting Nominating Committee, in consultation with the committee members, names the clerk of Youth Ministries Committee. This nomination is approved by the Yearly Meeting. The Youth Ministries Committee coordinates with and has linkages to Ministry and Counsel and to Permanent Board.

Approved by Youth Ministries Committee March 2020, and by C&A December 2020, for forwarding to Permanent Board



FINAL 2021-1-30 PB Minutes

Final Audit Report

2021-04-15

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Signature Date: 2021-04-15 - 4:40:55 PM GMT - Time Source: server- IP address: 73.234.252.10
-  Agreement completed.
2021-04-15 - 4:40:55 PM GMT