

Proposed Agenda for Permanent Board
February 11, 2023

Opening Worship 9 AM

Welcome, Introductions and Roll Call

Approval of Minutes

Presiding Clerk's Report

Secretary's Report

Treasurer's Report

Fund Recalculation

Preliminary Budget (discussion)

Program Director's Report

Friends Camp Visioning Charge

Approval of Names

Noticing Patterns Report

Scope of the Work Report

Nominating Report

Travel Minutes Update

Closing Worship

There will be a one hour break from approximately from 12 to 1
All are welcome, we will be meeting by Zoom.

Permanent Board Meeting
Held at Durham Friends Meeting and over Zoom Video Conference
November 5, 2022

PB 22-77: Opening Worship

Friends opened with a period of worship.

PB 22-78: Clerk's Welcome

The PB Clerk expressed

PB 22-79: Roll Call (list updated as of 9/1/22)

The recording clerk called the roll: **Bold**= present in the room; underline= present on zoom; **Leslie Manning**, PB Clerk; **Susan Davies**, PB Recording Clerk; Kimberly Allen; Tom Brenner; Christopher Gant; Beth Hansen; Ian Harrington; Roger Jasaitis; Carolyn Lamar Jordan; **Meg Klepack**, Frances Lightsom; Ed Mair; Christopher McCandless; Jean McCandless; Bob O'Connor; John Reuthe; Aaron Sakulich, Martha Schwope; Liesa Stamm; Willa Taber; Eleanor Warnock; Diane Weinholtz; Donn Weinholtz; Morgan Wilson; **Kathleen Wooten**;

Ex-Officio: Scott Drysdale (Finance Clerk); Rebecca Leuchak (Presiding Clerk), **Noah Merrill** (YM Secretary); Robert Murray (Treasurer); Elizabeth Reuthe (Secretary's Supervisor); Bruce Neuman (Past YM Presiding Clerk); Sarah Gant, (NEYM Meeting Accompaniment)

Regrets: Peter Bishop; Darcy Drayton; Martin Forsythe; Joyce Gibson; Anna Radocchia; Newell Isbell Shinn; Carole Rein; Mary Zwirner

Visitors: **David Coletta**, Audiovisual Host, **Mey Hasbrook**, **LouAnn MacDonald**, **Honor Woodrow**, **Maile Wooten**, Jackie Stillwell, Deana Chase, Em McManamy, LVM Shelton, Don Campbell, John Wojtowicz, Lisa Graustein, Susannah Schell, Marian Dalton, Rob Spivey, Carl Williams, Pamela Therrien, Rob Watt, Sarah Smith

PB 22-80: Noticing Patterns moment—Lisa Graustein, representing the Noticing Patterns of Oppression and Faithfulness work group, encouraged Friends to use the sentence stems to voice what they notice during the PB meeting. Noticing might include observations of faithfulness, or moments of harm or oppression.

PB 22-81: Leslie Manning, PB Clerk reviewed the agenda. Friends offered no additions.

PB 22-82: Approval of September 17, 2022 PB Meeting and October 19, 2022 Called PB Meeting

The minutes from the PB meetings of September 17, 2022 and the Called PB meeting of October 19, 2022 were distributed in advance documents for review. Friends offered no changes or questions.

Friends Approved both sets of minutes.

PB 22-83: Final Approval of 2022 NEYM Sessions Minutes (Edited 2022 NEYM Minutes appended)

Bruce Neuman, Past NEYM Presiding Clerk, clerked this item of the PB agenda for final approval of remaining minutes from the 2022 Sessions. Discernment and approval of most of the unapproved minutes, post-Sessions, occurred at the September 17, 2022 PB meeting. Bruce Neuman requested that Friends approve the remaining minutes as described in the appended excerpt of remaining 2022 NEYM Sessions Minutes. The appended document presents non-controversial minutes for approval under a Unity Agenda; Minute 509 was discussed but not approved at the last PB meeting; and Minute 904 was not part of PB's original consideration but was suggested to be added.

Unity Agenda minutes- Friends Approved all

NEYM Minute 509: Laying down of the Committee on Racial Social and Economic Justice (RSEJ). Bruce Neuman explained that the committee is not currently populated and ambiguous conclusions remained after Sessions about next steps to continue the work. Minute 509 lifts up the long history and work of RSEJ and acknowledges the pain felt by long-time committee members at the laying down of the committee.

Friends Approved

NEYM Minute 904: Minute of noticing a pattern of oppression - **Friends approved**

PB 22-84: YM Treasurer's Report

Robert Murray, YM Treasurer reported on the YM status for the close of the fiscal year. He will post an update to the YM website in December and will hear questions in February.

Preliminary numbers indicate that expenses significantly exceeded revenue. This was not unexpected for a report prior to the end of the fiscal year, after which numbers are expected to be better. More detail will be available in February.

PB 22-85: Presiding Clerk's Report (Report appended)

Rebecca Leuchak, YM Presiding Clerk, reported on her role as YM Clerk, and on her role as clerk of Coordinating and Advisory committee (C&A).

- Rebecca reported on a concern about a proposed upgrade and expansion of athletic fields at Moses Brown School (MBS). YM owns the land but rents it to MBS. MBS owns the buildings. The Providence Friends Meeting (PFM) property adjoins the MBS, within a residential neighborhood. The neighborhood perceives MBS as a “Quaker organization” due to its long and close relationship to NEYM and PFM. The neighborhood is opposed to the expansion and asserts there is a need for a public meeting to air their concerns.

A PB member proposed that the PB write a letter to encourage the MBS Board to hold the desired public meeting to hear the neighbors’ concerns, and to maintain positive community relationships. The PB Clerk asked for Friends approval for her to write such a letter, in consultation with other PFM Friends local to the concern, and in consultation with Christopher McCandless, Past NEYM Presiding Clerk, who has a long-standing relationship with MBS.

Friends Approved

PB 22-86: YM Coordinating and Advisory Recommendation on Right Relationship Resource Group (report and C&A proposal attached)

Rebecca Leuchak, YM Presiding Clerk presented the C&A proposal for three administrative structures to continue the work of the Right Relationship Resource Group (see report)

From C&A Report to PB for 11/5/22: The three current needs for our Yearly Meeting are:

o A Right Relationship Resource Group to support and learn from local meetings in their work of building relationships with Indigenous groups. Under care of PB, which will appoint members. Ongoing work with periodic need to review charge.

o A Quaker Indian Boarding School (QIBS) working group to define, develop, and recommend to the Permanent Board the Boarding School Scope of Work and

o An Advisory Group, with topical knowledge, who can support the Presiding Clerk in seasoning communications and relations with Indigenous Groups,

Many Friends expressed disquiet about the wisdom of dividing the work into three functional groups, cautioning against the risk of delay, miscommunication, and fragmentation of work that needs to be offered as a heart-centered and integrated whole. After lengthy airing of concerns over the three-group proposal, a Friend requested that the different aspects of the overall proposed structure be considered for approval separately.

PB 22-86.1: The PB Clerk asked if Friends were ready to approve continuation of the Right Relationship Resource Group (RRRG) function, as a liaison with monthly meetings.

Friends Approved

PB 22-86.2: The PB Clerk then asked if Friends were ready to approve the Scope of Work regarding research on the Quaker Indian Boarding School issue.

Friends Approved

In response to expressed concerns over the third proposed “*Advisory Group with topical knowledge who can support the Presiding Clerk in seasoning communications and relations with Indigenous Groups*”, the YM Presiding Clerk stated that the plan includes active coordination and communication among the other two groups. After a full discussion, it was the PB Clerk's sense that PB was not in unity on establishment of the Advisory Group and the third recommendation was not approved. She noted that the Presiding Clerk had listened carefully to the concerns that were offered and stated she would take them into consideration as she consulted further about responses to the Letter of Apology and other Indigenous matters.

The PB Clerk stated that with the QIBS Research Group now approved, a more detailed plan to conduct the research, including needed resources and a budget, will be brought for approval at the February 2023 PB meeting. The research group will be under the care of PB and will be connected to the RRRG. The PB clerk nominated the following Friends for service:

PB 22-86.3: The Scope of the Work QIBS Research Group:

Betsy Cazden from Archives,
Andrew Grant from Right Relationship Resource Group and
Janet Hough, independent researcher.

Friends approved these names

PB 22-86.4: The PB Clerk then nominated to the Right Relationship Resource Group, three additional Friends to serve, with the existing members.

Existing RRRG members: *Susannah Schell, Kim West, Sarah Smith Don Campbell, Andrew Grant.*

New nominations for Right Relationship Resource Group:

Gordon Bugbee (Beacon Hill),
Minga Claggett-Borne (Cambridge)
Emily Neumann (Fresh Pond).

Friends approved these names

PB 22-87: Noticing Patterns Moment on the preceding business

One Friend expressed concern that the discernment felt rushed;
Another Friend expressed anger over withdrawal of a nominated Friend's name;
Another Friend expressed disquiet, observing their perception of the difference in the nature of the disputes as between the heart of the concern versus practical disputes

about structure. The Friend asserted that we often choose to talk about structure as a stand-in for deeper disputes. This seems to be evidence of lack of trust. It is easier to talk about something like structure, that we can control. But we cannot actually trust structure to keep us safe and prevent harm. This brings the worry that we can't trust people—but more important, can we trust God? We need to really listen for that place of clarity about what is the heart of the unity we are seeking.

PB 22-88: PB clerk's moment

After lunch the PB Clerk invited Friends to indicate in chat the names of the aboriginal Peoples on whose lands they each live and recounted current events and some of the history of attempts to rectify cultural violence against the children of Native Americans.

PB 22-89: YM Secretary's Report (Secretary's report and Draft Friends Camp Governance Review process are appended)

Noah Merrill, YM Secretary, lifted up a new role and title for Nia Thomas, affirming the ways in which Nia has expressed her gifts and knowledge in service to NEYM. Nia's new title is Program Director giving her inclusive responsibility for shepherding the YM's programmatic work.

PB expressed thanks and appreciation for Nia's work.

Noah further informed PB of ongoing and evolving work as detailed in his appended report. Items include a progress report from the Anti-Racism Consultation Working Group (ARC WG) and an update and explanation of some financial outcomes of the last fiscal year, including financial implications of shifting contexts and dynamics of Sessions.

On behalf of Coordinating and Advisory Committee, Noah also informed PB about C & A's recommendations on how to proceed with a needed review of Friends Camp Governance practices, including a request for PB approval of the charge for the first phase of the Governance Review work. C & A intends to forward the Draft review process to the Finance Committee for review. *A summary of the recommended FC governance review process is appended.*

PB affirmed the Draft FC Governance Review document and approved Phase 1 of the process

Noah also informed PB about his assistance to the Weare (NH) Monthly Meeting as they evaluate if and how to effect a transfer of ownership from the monthly meeting to the Yearly Meeting, of the historic South Pittsfield Meetinghouse. Weare Monthly Meeting is in discernment about formally minuting such a request. The South Pittsfield Meetinghouse is no longer a part of the life and ministry of Weare MM.

Friends affirmed PB's willingness to receive and respond to Weare MM's request for assistance in this property matter and affirmed Noah's work with the Weare MM.

PB 22-90 : Report from Noticing Patterns of Oppression and Faithfulness work group, Small Groups, and Reflection, (NPwg report appended)

Polly Attwood reported for NPwg, expressing thanks to PB for its support of the workgroup, and for PB's willingness to engage in the practice of *noticing patterns*. Polly then called attention to two queries posed in the NPwg report:

- *Noticing Patterns is charged, in part, with lifting up moments of harm. How do we expand the capacity of all of us to notice & interrupt harm we do to each other?*
- *Once noticed, how do we build the capacity to tend to and heal harm within our community?*

Following a brief presentation by Lisa Graustein, of a model for holistic change in organizations, PB members and visitors assembled in small breakout groups to reflect on the queries and the vision presented in the model.

PB 22-91: YM Nominating Committee Report

Jackie Stillwell, Clerk of the YM Nominating Committee, brought two names for a Second Reading and approval:

Erik Cleven, Souhegan Preparative Meeting- Theme & Speakers Team –to begin immediately

Friends Approved

Carl Williams, Plainfield Meeting- Theme & Speakers Team –to begin immediately

Friends Approved

Jackie Stillwell then informed PB of names proposed for the Naming Committee, which do not need PB approval. The Naming Committee names Friends to serve on the YM Nominating Committee. The following names are brought forward: Beth Hansen, Jeremiah Dickenson, Hannah Zwirner Forsythe, Ed Mair.

PB 22-92: Letters of Introduction to Cuba Yearly Meeting (appended)

The PB Clerk noted that several Friends have undergone a clearness process within their monthly meetings, and with Puente de Amigos Committee, for clearness to travel to Cuba Yearly Meeting (CYM) on February 23, 2023: Kim Bolshaw (Durham MM), Sue Calhoun (Portland FM), Hannah Colbert (Portland FM), Frederick Weiss (Portland FM). Their letters of introduction can be found in the appendices.

PB Clerk asked for approval of PB for these Friends to visit CYM in 2023.

Friends Approved

Prior to closing worship the PB clerk invited a time for noticing our words and behaviors during this PB meeting.

PB 22-93: The meeting closed with a period of worship at 3:00 PM

**Report to the Permanent Board of New England Yearly Meeting
From the Presiding Clerk, Rebecca Leuchak
February 4, 2023**

Lots to report! It has been a busy time!

Update on New England Yearly Meeting Sessions Planning for August 3 to 9, 2023

Be like a watered garden: open to grace, and loose the bonds of injustice.

Our theme for this year is based on Isaiah 58, verses 6 to 12, which urges us to have faith in the activating power of God's grace to move us to break the cycles of injustice in our world. The Divine Gardener, by their grace, tends to us so that we are well rooted and ready to do the work of transforming injustice in the world. In essence, the theme expresses two truths: 1) We need grace for our flaws and to give us strength to do the work to heal ourselves and others in these hard times; and 2) A call to action. (See the full Bible passage below.)

The Theme and Speakers team of Erik Clevon (Souhegan Preparative Meeting); Eleanor Godway (Hartford Friends Meeting); Mey Hasbrook (Portland Friends Meeting); Phil Veatch (Fresh Pond Friends Meeting), clerk of Sessions Planning; Carl Williams (Plainfield Meeting); and myself, (Providence Friends Meeting) experienced God's grace in our deeply centered corporate discernment over a few short months and have confirmed both our theme for Sessions and our speaker(s) for the Plenary and our Bible half-hour series.

Joseph Bruchac, Abenaki and Slovak storyteller, author, and poet will be our plenary speaker, presenting in word and song his own Spirit-led reflections, and will be accompanied by his son Jessie Bruchac, who is a leading teacher of the Abenaki language and a musician and filmmaker. Joseph and Jessie will be spending the Monday of Sessions week with the young people in our Youth Programs.

Emma Condori Mamani, Friend from the Santidad Amigos Yearly Meeting in Bolivia, well-known to many Friends in NEYM and frequent attendee of our Sessions gathering, will present the Bible-half-hour, incorporating the languages of her faith: Spanish, Aymara, and English. She also will be spending time with the youth of the Yearly Meeting during the week.

Planning for the several-day event in-person and on Zoom moves forward thanks to the efforts of many dedicated Friends.

Please note a change to the schedule. Due to Castleton University's early start of the fall term, **NEYM Sessions 2023 will begin on Saturday morning, August 4, and run through Wednesday August 9. Friday, August 3, arrivals are strongly encouraged.**

Mark your calendars now! Whether on campus or on Zoom, we hope to see you there!
Right Relationship Work

I have been participating regularly in the Right Relationship Resource Group (RRRG) and with Suzanna Schell, clerk of the RRRG, have met with the members of the Pokanoket Land Trust, who contacted us in response to the Letter of Apology sent to them. They reached out to us in a desire to work together. One initiative suggested by Chief Sequan Pijaki (Chief George Spring Buffalo), Chairman of the Pocasset Wampanoag Tribe of the Pokanoket Nation, involves a healthy-food-security project. Other ideas that would be useful at this time include the creation of a volunteer pool of professionals to provide pro-bono support for Indian communities, help specifically in fundraising, and exploration of possible office space for tribal use.

I am also working locally with Quakers of the Southeast Quarter (in particular the Providence Friends' Aquétuck group), who are working with Lorén M. Spears (Narragansett/Niantic) and her colleagues at the Tomaquag Museum in Exeter, Rhode Island, to plan and host some fundraising events to build the capital needed for the new Tomaquag Museum, Artist Empowerment Center, and Education Center, to be built on 18 acres of land that the University of Rhode Island is ceding to the Narragansetts for this purpose in perpetuity. The current budget for the project is upward of 11 million dollars. There is significant work ahead to help reach that goal. For more on the project, see here: <https://www.tomaquagmuseum.org/new-museum-1>

I am helping to organize for Southeast Quarter a presentation at their next meeting for business in mid-March, on the food-security project mentioned above. The building of backyard raised-bed gardens will assist Pokanoket families to grow their own healthy food. It is hoped that the presentation of this project right at the start of the spring will spark interest among Friends to volunteer to help with time, talents, and treasure.

I am grateful for my advisors in this Right Relationship work: Shirley Hager, Gail Melix, Don Campbell, and Suzanna Schell, who met with me for a full two hours in January to map out the dynamics of providing support on an as-needed basis. Our discussion of growing the capacity of effective response and engagement with tribal groups was rich and promising. I feel heartened for what openings will develop as we live into our commitment to nurture right relationship.

Coordinating and Advisory Committee Activity

Our usual schedule is to meet the first Tuesday monthly via Zoom. We started this year with a two-day working retreat in September at Thanksgiving Farm, the home of Friends Elizabeth and John Reuthe of Vassalboro Meeting. And this January, Committee members again met for a two-day, mid-winter working retreat. We have found this extended time together fosters greater capacity for deeply centered work. We are charged by the Yearly Meeting with shepherding its work in alignment with the core purpose and the priorities articulated by the Yearly Meeting. The Committee has engaged in discernment around our nominating process and leadership development, our Noticing Patterns work, our ways of supporting witness at the monthly meeting level, and engagement in pastoral care, and our financial stewardship.

Other Committee Meeting Attendance/Engagement and Visits with Quakers in New England

The work of the committees of the Yearly Meeting is vital to our community and to that end, I endeavor to attend as many committee meetings as I can, to know the life that is rising, the challenges, and the achievements—and also with an eye always on the preparation for our meetings for worship for the purpose of business at Castleton in August!

I learned much in the Finance Committee's recent meeting that will prove useful as we discern our budgetary, endowment, and development issues. I am very aware of the importance of the faithful stewardship of these financial resources that provide the support for the work of the Spirit. I also attend the Nurturing Friends Education Committee meetings, the group charged by Yearly Meeting to support the Moses Brown School.

To date, I have attended Connecticut Valley Quarterly Meeting, Sandwich Quarterly Meeting, Southeast Quarterly Meeting, and a Salem Quarter event hosted by Framingham Meeting. My hope is to continue this travel to (re)connect with Friends across Turtle Island, listening for the movement of the Spirit across this region. Please let me know if you would welcome my visiting with you and what dates might be best.

Update on the proposed upgrade of athletic fields at Moses Brown School

Note that Moses Brown is a pre-K through 12th grade Quaker school grounded in Friends principles, that was founded in 1785 by Providence, RI, Quaker Moses Brown and currently enrolls approximately 775 students. Moses Brown School is a member of the Friends Council on Education. Students attend meeting for worship once a week.

As a result of neighbors raising concerns about a proposed upgrade of the athletic fields at Moses Brown School (MBS) and in consideration of the letter that New England Yearly Meeting Permanent Board clerk, Leslie Manning, sent to Moses Brown administrators encouraging communication and cooperation between all concerned, the co-clerks of the MBS's Board of Trustees, Jane Ritson-Parsons and Reza Taleghani, and the clerk of the School's Buildings and Grounds Committee, David Murphy, Jr., convened a working group of Schoolhouse members and neighborhood spokespersons to work together to come up with mutually agreeable plans.

Report from participants is that these meetings have been very constructive, with open and collaborative conversations. The group has met twice, and the result is a detailed protocol for the use of the sports fields and sound and light facilities that will limit impact on those living adjacent to the property. The group agreed upon policies limiting night-time games, times for lights out, use of the sound system, and designs for plantings and fencing intended to mitigate the impact of sound and light on the surrounding area. These protocols have gone beyond the original concerns raised by neighbors and now also include parking provisions and footpath designations, all to ensure that Moses Brown School is a good neighbor.

Moses Brown School has communicated clearly with the neighborhood group that they will remain open and transparent about the input they are receiving from sound, lighting, and landscaping experts, and these experts' recommendations for next steps relative to the advancement of this project. This working group comprised of neighbors and schoolhouse has committed to continuing collaboration as needed moving forward.

Friends, there is more I could include. But for now, accept my deep gratitude to you for all of your commitment and enthusiasm for our beloved community. And thank you for allowing me this opportunity to serve you as your Yearly Meeting presiding clerk.

Please do contact me with your thoughts, concerns, new ideas, limericks, and haiku's!
I want to hear from you!

In God's abiding love and grace,

Rebecca Leuchak
clerk@neym.org
401-219-1386

Our Sessions 2023 theme is inspired by Isaiah 58, NRSV

⁶Is not this the fast that I choose:

to **loose the bonds of injustice**,
to undo the straps of the yoke,
to let the oppressed go free,
and to break every yoke?

⁷Is it not to share your bread with the hungry
and bring the homeless poor into your house;
when you see the naked, to cover them
and not to hide yourself from your own kin?

⁸Then your light shall break forth like the dawn,
and your healing shall spring up quickly;
your vindicator^{1b} shall go before you;
the glory of the LORD shall be your rear guard.

⁹Then you shall call, and the LORD will answer;
you shall cry for help, and he will say, "Here I am."

If you remove the yoke from among you,
the pointing of the finger, the speaking of evil,

¹⁰if you offer your food to the hungry
and satisfy the needs of the afflicted,
then your light shall rise in the darkness
and your gloom be like the noonday.

¹¹**The LORD will guide you continually**

and satisfy your needs in parched places
and make your bones strong,
and **you shall be like a watered garden,**
like a spring of water
whose waters never fail.
¹²Your ancient ruins shall be rebuilt;
you shall raise up the foundations of many generations;
you shall be called the repairer of the breach,
the restorer of streets to live in.

To: The Permanent Board of New England Yearly Meeting of Friends
From: Noah Merrill, Yearly Meeting Secretary, Putney (VT) Friends Meeting
Re: Report in preparation for PB meeting on February 11, 2023

Dear Friends,

Looking towards our time together on Saturday, below are a few brief updates, followed by recommendations for action by the Board. As always, I welcome your questions, reflections, and suggestions for how these reports can be more useful to you in your service.

Updates:

1. **Celebration and Gratitude.** Reviewing the advance documents and agenda for this meeting, it feels right to begin by celebrating some of the enormous accomplishments and dedicated service they represent. A few things I hope we will express our gratitude for:

The Nominating Committee's meaningful shift in its processes and practices, reflected in these reports, offering a glimpse of the depth of discernment, as well as clear articulation of the alignment of needs for service and the gifts and experience Friends nominated would bring to this service on behalf of the Yearly Meeting. This includes nominations for the Clerk of Ministry & Counsel and Clerk of the Permanent Board.

Further, I give thanks to the Source Who Guides Our Service for the nomination of a *full slate* of experienced Friends from across our Yearly Meeting to populate the new *Meeting Accompaniment Group*, bringing fuller embodiment to the discernment of the Yearly Meeting related to the support of ministry and spiritual life over several years, and offering a promise of further dynamic and relational work supporting local meetings in the years to come. Also—the first-ever mid-year report on programs from our new Program Director Nia Thomas, giving Friends a more in-depth look at the scope, substance, and approach of our programmatic activities; a raft of financial documents and reports, reflecting both the fruits of many years of work on adjusting and rectifying our financial records to improve our stewardship of endowed funds and other resources in our care, as well as difficult and faithful efforts to ensure financial sustainability in the years to come.

2. **Update: Guidance for Pastoral Care on behalf of Yearly Meeting.** Recently, some Friends have asked for more information relating to the approach of the Yearly Meeting in providing pastoral care, and how concerns involving pastoral care are received and responded to by the Yearly Meeting. The advance document, "Guidance for pastoral care on behalf of New England Yearly Meeting of Friends", is a description of how we currently approach pastoral care.

Following a recent review by the Coordinating & Advisory Committee, and with their encouragement, I am sharing it with the Permanent Board for informational purposes. It will also be posted on our website to support the shared awareness of Friends more widely.

3. **Update: Progress Report from the Anti-Racism Consultation Working Group (ARC WG).** At the request of the ARC WG, I can provide a further update: Late last year, the ARC WG distributed invitations to share proposals with several consultants selected by the Working Group after extensive reflection and discernment. To date, the group has not yet received proposals or

expressions of definite interest, though outreach and follow-up with prospective consultants is ongoing. **The current goal is to bring to the Permanent Board, when possible, a further report and recommendation for approval of a consultant to work with the Yearly Meeting.**

As a reminder, this working group is charged:

“to bring to the Permanent Board a framework and recommendations—a “roadmap”—for how the Yearly Meeting can concretely: 1) bring the perspectives and insights offered by antiracist theory and practice into the Yearly Meeting’s discernment and action as an institution, and 2) support and encourage local Friends meetings (monthly and quarterly) across our region, as they are led, to bring the perspectives and insights offered by antiracist theory and practice into their discernment and actions as worshipping communities, and into the discernment and actions of Friends as a regional corporate body.”

4. **Update: Support, Visitation, and Accompaniment for Local Meetings.** In recent months, I have visited in person or offered substantive remote support to Friends serving in local meetings in several ways, including conversation, facilitation, and accompaniment (with Sarah Gant, Clerk of Meeting Accompaniment Group) as Friends seek to serve and shepherd their meetings in this new and challenging season of their life together. The monthly, Tuesday evening meeting leader calls continue to be a source of nourishment, encouragement, and connection for many Friends in servant leadership roles in local meetings across our region (see Program Director’s report as part of the advance documents). I am excited by the prospect of serving alongside a fully constituted Meeting Accompaniment Group, following the discernment and approval of Friends nominated for this meeting of the Permanent Board.
5. **Update: Wider Relationship and Presence.** In the coming months, I will be participating in several activities as part of wider service among Friends. Some of these include:

Offering the keynote message for the Friends World Committee for Consultation Section of the Americas Meeting in North Carolina in March 2023; consulting with Friends serving with Canadian, Baltimore, New York, Western, and other Yearly Meetings in a time of re-envisioning their mission and role in the support of the thriving of Friends; participating in a brief consultation hosted by Friends involved with the *Quaker Urgent Call*, which has organized Friends nationally in activities relating to protecting free and fair elections; participating, with our Presiding Clerk and Program Director, in a conference on Quaker leadership sponsored by the new Quaker Leadership Center at Earlham School of Religion in April; and serving as Friend of the Week at Quaker House Chautauqua, with the theme, “On Friendship”, in June. I continue to serve, alongside Jonathan Vogel-Borne (Cambridge), on the board of Good News Associates, a Quaker non-profit organization supporting Friends called to non-institutional ministries. “Associates” supported through GNA include Friend Emily Provance of New York Yearly Meeting, among others.

Following the responses to a recent opportunity with several Friends from across our yearly meeting, I hope to continue as led, with Brian Drayton (Souhegan), to host opportunities for worship and mutual encouragement for Friends with a sustained sense of duty and concern for vocal ministry. I am continuing work on a writing project related to the purpose and thriving of local Friends meetings in our times. I am also exploring how our well-received podcast/audio-feed ([Then I Heard a Voice](#)) might be a channel for outreach, engagement, and ministry more

widely.

6. **Update: Personnel Policy Review.** After being held as a relatively lower priority amidst the challenges of the past few years, I am grateful for the leadership of Office Manager Sara Hubner in partnering with me to restart and bring forward a review of the Yearly Meeting's personnel policies. I'm also deeply grateful to Dulany Bennett (Hanover), Bob Murray (Beacon Hill), and Elizabeth Reuthe (Vassalboro), whose insights and diligent work have contributed to this revision in recent years, as well.

In recent months, informed by and in tandem with the Friends Camp Governance Review, Friends Camp Director Anna Hopkins has worked with me to identify places in the most recently approved version of the NEYM Personnel Manual that need updating or correction in order to reflect current practices and address ambiguities, and to more accurately and appropriately include the staff and operations of Friends Camp.

Sara is now integrating Anna and my comments, as well as several policy and practice changes which have occurred in recent years, into a new, reorganized, and hopefully clearer and more user-friendly format for the Personnel policy. She is also working with me to identify questions or potential changes to policies that may require further discernment.

This will be an iterative process, soliciting feedback from staff, Friends with personnel experience and expertise, and others. I hope to provide further updates in the coming months.

My hope is to bring to the Permanent Board for approval in May an updated and reorganized version of the collected policies, recognizing that some potential questions or changes (including those informed by the ongoing Friends Camp Governance Review) may require further discernment.

Recommendations for Action

1. **Action: Recommendation for grant from the Mosher Book & Tract Fund of New England Yearly Meeting.** Consistent with our YM policy for disbursements of grants from this endowed fund, attached as a separate advance document Friends will find a **recommendation that Permanent Board approve disbursement of funds to print and distribute**, to Friends who may find them helpful, **two publications** related to the lifecycle of local Friends meetings.
2. **Action: Request from Weare Meeting for PB to assume responsibility for the disposition of the South Pittsfield, NH Meetinghouse.** Weare Monthly Meeting has sent the following minute:

Noah,

At our meeting for business today (12/11/2022) we adopted the following minute. We understand that you will forward this to the Permanent Board for their consideration. Thank you for your assistance in this matter.

Dick Ludders, Clerk, Weare MM of Friends

*To: Permanent Board, New England Yearly Meeting of Friends (NEYM)
From: Weare Monthly Meeting of Friends*

In light of our internal discussions, the Weare Monthly Meeting of Friends requests that the Permanent Board of

NEYM accept responsibility for the disposition of the South Pittsfield, New Hampshire, Meetinghouse. The Weare Meeting would like to take no further responsibility or role in this matter.

We recommend that the Permanent Board work with local interests in Pittsfield to resolve any issues pertaining to the property.

After consultation with Coordinating & Advisory, and consistent with the expressed sense of the Board at its meeting in November 2022, **I recommend that the Permanent Board approve the request from Weare Meeting, and instruct the Secretary to work as needed with willing members of the Board, or others, to explore options for the disposition of the South Pittsfield, NH Meetinghouse.** Final recommendations, or requests for further interim guidance or action, would be brought back to the Permanent Board for approval.

- 3. Action: Completion of Phase I of the Governance and Program Review for Friends Camp.** Consistent with the approval of the Permanent Board in November 2022, the advance documents for this meeting contain a collection of three updates relating to the completion of Phase I of the Friends Camp Governance Review: 1) A new version of the “Friends Camp Governance Framework”, for approval by the Permanent Board, which reflects simple updates to reflect current practice or recent changes; 2) a detailed description of those changes; and 3) A list of questions arising from the process for further discernment and decision. This list of questions will be forwarded to inform Phases II and III of the review process. A more detailed description of the process so far can be found in those documents.

The request for action to complete Phase I of the process is for the Permanent Board to approve the new version of the Friends Camp Governance Framework as submitted.

Questions and clarifications remain to be addressed, but this new version is, I believe, as accurate and current as can be at this time. I’m grateful to Anna Hopkins for her leadership in this updating, consultation, and detail-focused revision in this preliminary stage of the review process.

Note: A proposed charge and nominations for **Phase II** of the process, intended to begin following our meeting on 2/11/2023, are also included in the advance documents for this meeting. Many thanks to Program Director Nia Thomas for her leadership in creating these proposals and recommendations. These will be presented separately for discernment and approval.

###

Guidance for Pastoral Care

on behalf of

New England Yearly Meeting of Friends

Our life is love, and peace, and tenderness; and bearing one with another, and forgiving one another, and not laying accusations one against another; but praying one for another, and helping one another up with a tender hand, if there has been any slip or fall; and waiting till the Lord gives sense and repentance, if sense and repentance in any be wanting ... So watch your hearts and ways; and watch one over another, in that which is gentle and tender, and knows it can neither preserve itself, nor help another out of the snare; but the Lord must be waited upon, to do this in and for us all. - Isaac Pennington, 1667

Purpose of this document

Among Friends and ecumenically, there are diverse understandings, practices, assumptions, and ways of approaching the work of loving accompaniment, nurture, guidance, and boundary-setting in spiritual relationship, which is sometimes referred to generally as “pastoral care.”

Rather than seeking to offer a comprehensive definition, this document seeks to reflect and describe current discernment, learning, and experience of Friends carrying responsibility for pastoral care on behalf of New England Yearly Meeting of Friends—in its aspects as both an organization and a spiritual body—over many years.

It is organized into 1) a series of *advices for pastoral care* undertaken on behalf of the Yearly Meeting, 2) a description of processes and roles for sharing and responding to pastoral concerns on behalf of the Yearly Meeting, and 3) specific practices and process for pastoral care in the context of events directly sponsored by the Yearly Meeting.

This is a living document. It has been developed through the attention, insights, and prayerful service of many Friends over several years, formally from at least 2013 to the present, in various iterations. Friends involved in this discernment and creation have included, but not been limited to, Friends serving as part of NEYM Ministry & Counsel (including both previous Clerks of Ministry & Counsel and members of successive working groups focused on pastoral care), Friends providing pastoral care at Yearly-Meeting-sponsored events, Friends serving in other appointed YM leadership roles, Friends with particular concerns for inclusion and removing barriers to participation and service, legal counsel, and Yearly Meeting staff with pastoral care responsibilities for both youth and adults.

Questions, reflections, and suggestions on this document may be shared with the Yearly Meeting Secretary, who in keeping with their role and responsibilities makes changes to this document, at ymsec@neym.org. The approaches and guidance reflected in the document will be regularly reviewed and informed by guidance from the Coordinating & Advisory Committee.

Advices for pastoral care on behalf of New England Yearly Meeting of Friends

1. Trust and affirm that God is at work in the person or group's life: Honor the Spirit as the primary "pastor" in "pastoral care." Remember that you are not God.
2. Remember that, as pastoral caregivers, we cannot fully know or understand what is right or best for another person. We can practice discernment and care, acting with humility and prayerfulness, knowing that ultimately we are not in control.
3. Cultivate and continually return to a grounding in prayer.
4. Affirm this moment—in all its messiness, confusion, pain, anxiety, and possibility—as part of an ongoing arc of discovery, grace, and coming into wholeness, accompanied by and journeying with the unending loving Presence.
5. Encourage the expression of this care through ongoing trusted relationships over time; take a long view of accompaniment that honors the arc of life. Take care to avoid unnecessarily creating a sense of urgency or crisis.
6. Be informed as appropriate by clinical or professional insights and experience, including awareness of how the impacts of personality disorders, abuse, or other mental health concerns often go unrecognized or unaddressed in faith communities. Be open to encouraging a person to seek support from professional resources. Remember that pastoral care in this context is not—and *should not be attempted as*—clinical care.
7. Nurture spiritual and emotional resilience in the person and those around them. Encourage awareness of and reliance on the person's internal and relational resources, both existing and potential.
8. Be informed by an appreciation of "antifragility"—the understanding that humans thrive and grow in significant ways through encountering, accepting the reality of, surviving, and finding meaning and fruitful engagement with what might often be experienced as adverse or challenging events and conditions. Affirm the value of ongoing exploration, learning, forgiveness, and growth as a spiritual discipline for living.
9. Wherever possible, affirm the primary role of the local meeting and its members in pastoral care and related spiritual formation. Seek to act in ways that reflect this understanding.
10. Remember that in nearly all cases pastoral care and accompaniment happens quietly, without wider knowledge or awareness. Encourage Friends to bear this reality in mind when there is a perception that nothing is being done, or that no one is caring for concerns. If questions arise related to an active concern, it is often helpful to affirm that a concern is being tended without sharing details.

11. Be attentive to the “family system” (as described in *family systems theory*), and how these dynamics are transposed to, and play out in, the context of group dynamics in faith communities.
12. Cultivate and bring a “non-anxious presence.” Remember that a settled nervous system and a stable presence, by themselves, can often help quiet restless minds and hearts. (the work of Edwin Friedman and Brene Brown, among others, may be helpful resources in this regard).
13. Be willing to affirm and assert clear boundaries and expectations for behavior, when needed to protect those who may be vulnerable, and for the good of the whole community.
14. Bring an awareness that people who have been through different kinds of traumatic experiences may react differently to many circumstances and events. We who have been through these kinds of experiences may experience efforts at “care” differently than others, and may benefit from different or particular kinds of awareness, attention, or accompaniment. Do not assume that one approach will be helpful for everyone.
15. Keep watch for, and take care not to foster or exacerbate, unhealthy power imbalances or dependency—this work is *not for us*, we should never *need* to be needed or involved, or to be *seen as giving care*. Affirm the essential need for differentiation and detachment with love; be watchful to resist dynamics of relationship abuse and codependency (the false belief that one person is responsible for the feelings or actions of another). Take care that responses to pastoral care concerns do not become “performative” (being *seen as doing something important*); be watchful not to offer a temptation to melodrama or deepening anxiety in the wider body.
16. Hold whatever is shared in “sacred trust.” This is not complete confidentiality, as consultation with trusted elders in the same spirit may be needed, and Friends must be mindful of mandated reporting requirements and other legal and ethical responsibilities.
17. As invited, walk with. Wait. Listen. Be a witnessing presence. Do not seek to “fix”.
18. Emphasize attention to the observable presence (or absence) of the fruits of the Spirit (Galatians 5:22-23) as signs of spiritual well being, both in the person and in the community.
19. Be attentive to, and offer reminders of, Friends’ discipline of gospel order (Matthew 18), in hope to avoid gossip and talebearing. At times, concerns for abusive or other exacerbating dynamics may prevent this, but the spirit of this guidance should be followed whenever possible.
20. Remember that reference to existing resources may be helpful, including the yearly meeting website on “[Care for One Another](#)” and [NEYM Faith & Practice draft texts on pastoral care](#) and on [Ministry & Counsel](#).

Process for sharing and responding to concerns

- When a Friend is aware of a pastoral care concern which they feel may require a more formal or significant response from the “Yearly Meeting,” Friends are asked to communicate this to the Clerk of Ministry & Counsel (mc-clerk@neym.org), the Presiding Clerk (clerk@neym.org), the Clerk of the Meeting Accompaniment Group (accompaniment@neym.org), or the Yearly Meeting Secretary (ymsec@neym.org), who will consult on a response as needed.
- After prayerful reflection, one of these Friends may then identify and invite a resource person to assist with a response. When one of these Friends learns of a concern of this kind, they will promptly inform the others (with care to only share needed detail), and will provide periodic updates to this group as appropriate.
- These Friends (the Presiding Clerk, Clerk of Ministry & Counsel, Clerk of Meeting Accompaniment, and Secretary) will regularly reflect together on the scope of pastoral care concerns that have arisen or are ongoing, and consider confidentially what additional support, resources, or actions may be needed.

As they discern it may be helpful, these Friends may bring matters to the Coordinating & Advisory Committee or other bodies for awareness, discernment, or potential action.

- The Secretary, the Presiding Clerk, the Clerk of Ministry & Counsel, and the Clerk of the Meeting Accompaniment Group, in consultation with others as they wish, will maintain an awareness of Friends who demonstrate needed gifts, skills, and qualities, who are committed to the guiding approach expressed above, and who are willing to receive a request to support a significant pastoral care issue.
- When concerns in need of pastoral care attention by the Yearly Meeting arise, the Clerk of Ministry & Counsel, the Presiding Clerk, the YM Secretary, and the Clerk of the Meeting Accompaniment Group will confer together (as necessary and able) about which of the them will take primary responsibility for attending to a particular concern. That Friend will discern either how they will follow up on the concern, or to whom (a resource person or elder) they may refer the concern for attention and response.

Recalling the tradition of traveling in pairs, and the value of spiritual accompaniment in discernment and action, these Friends will listen for a sense of when more than one resource person or elder is needed to respond to a particular situation.

- Wherever possible, an effort toward pastoral care on behalf of the Yearly Meeting will work in partnership with the local meeting, and seek to strengthen relationships and capacities within the meeting. Likewise, care should be taken that the actions of the Yearly Meeting do not interfere with or undermine ongoing care, accompaniment, or oversight relationships with or between local meetings.
- Consistent with the centrality and essential role of the local meeting in Friends pastoral care, the Yearly Meeting should regularly support the availability of accompaniment,

training, peer group sharing opportunities, and other resources and opportunities to help local meetings strengthen these capacities.

- In some cases, requests for prayers and updates on matters of wider concern to many Friends across New England (such as the illness or death of a widely-known Friend, or an update on a larger event affecting communities in our region) may be shared through a “pastoral care and prayer” email distribution list maintained for this purpose.

Ongoing guidance and discernment for use of and subscription to this email list will be under the primary care of the Clerks of Ministry & Counsel and of the Meeting Accompaniment Group, in consultation with the Presiding Clerk and Yearly Meeting Secretary.

- When considering especially challenging situations, Friends charged with these responsibilities should be aware of the wider dynamics in which the particular behaviors, concerns, or actions are expressed. The following questions may be helpful in illuminating a need for new approaches or more assertive boundary-setting in order to address concerns more globally:
 - Does the immediately presenting situation seem to form part of a wider pattern of concerning behavior over time, or in multiple contexts?
 - Are the experiences of other Friends involved, especially those with less institutional access, power, or privilege, acknowledged and held in discerning awareness?
 - Does ongoing response to one person’s actions or concerns consume a substantial amount of time and attention for many Friends, in ways that impact the wellbeing of the whole?
 - Do some involved in ongoing concerns seem to be energized by conflict and confrontation? Do efforts to respond with care in one area frequently appear to generate new activity, or result in further demands for attention, or greater confusion, turbulence, or chaos?
- In some cases, the Yearly Meeting Secretary, Presiding Clerk, or Clerk of the Permanent Board (often in consultation with the relevant coordinators of specific programs or other responsible parties) consistent with their legal, pastoral, and organizational roles and responsibilities for the Yearly Meeting as a whole, may discern in consultation and discernment with one another the need to require a Friend or Friends to abide by limitations or defined plans for their involvement. This may include asking a person to refrain from participation in activities sponsored or supported by the Yearly Meeting for a time, or for the foreseeable future.

It should be remembered that service on behalf of the wider body of Friends through the Yearly Meeting, and participation in events beyond the local meeting offered through the Yearly Meeting, are both responsibilities and privileges.

Great care and tenderness should be taken in any exercise of this boundary-setting,

mindful of the weight of this responsibility, and that Friends appointed to serve in these roles are accountable to the Yearly Meeting for the service with which they have been charged.

The role of a pastoral care resource person

A Friend serving as a pastoral care resource for the Yearly Meeting agrees to receive requests or referrals from one of the Friends serving in roles listed above regarding significant pastoral care issues.

Friends serving as resource people for pastoral care will not be asked to formally meet together or have any other charge beyond being willing to be asked to respond to a specific need. This document will be shared with each of these Friends to inform and guide their service.

If the invited resource person agrees to follow up on the issue, they will address that concern and remain in ongoing communications with the Friend who referred it to them, either to confirm the concern has been resolved, or to provide an update and ask for additional support, discernment, or guidance.

Gifts, skills, and qualities needed for Friends serving as a pastoral care resource

Friends serving in this way should demonstrate spiritual maturity, and bring experience in aspects of pastoral care—chaplaincy, counseling, eldership, prayer, accompaniment and presence, hospice, gifts of oversight, conflict management/resolution/transformation, experience responding to violence or emotional and psychological (including identity-based) trauma, managing mental health concerns, cross-cultural competency, and differentiated boundary-setting.

This Friend should be an active member of their local meeting, and be recommended by at least one other Friend who has observed the fruits of their service. The group as a whole should as possible reflect a diversity of identities and competencies (race and ethnicity, sexual and gender identity, class and educational background, personal history, rural/urban geographical context).

They should be committed to confidentiality in the course of their work (consulting with the referring person if any questions about expectations arise), collaborate well with those serving in related roles, and bring ethical care and prayerful diligence to the weighty responsibilities they are asked to carry.

Pastoral care at events directly sponsored by the Yearly Meeting

In the event that pastoral care concerns arise in the context of Yearly Meeting-sponsored events, they should be raised with the coordinator or host for the event, clerk of the relevant planning group, Program Director, or the Yearly Meeting Secretary. These Friends will consult about any needed response or follow up, prioritizing discernment and the agency of those most affected. Care should be taken to ensure direct communication wherever possible,

mindful of the risk of hearsay and misunderstandings that can arise in tender and emotionally charged environments.

An Annual Sessions Pastoral Care Team is organized each year under the oversight of the YM Secretary, in consultation with the Sessions Planning Clerk and (wherever possible) the continuing Sessions Pastoral Care Coordinator and/or Sessions Pastoral Counselor, and with other experienced and trusted Friends as the Secretary discerns. Gifts, skills, and experiences present in the pastoral care team should seek to reflect a diversity of needs, experiences, and conditions that may be present among Sessions participants.

Based on their responsibility for pastoral care and safety overall, the Secretary, working with event planners, may discern a need for a pastoral counselor, care team, or other pastoral care resources in connection with other activities or programs of the Yearly Meeting (e.g. youth retreats, Living Faith gatherings). In such cases, learning and experience in pastoral care, including guidance reflected in this document, should inform those efforts.

In each situation in which the Yearly Meeting is offering some forms of organized pastoral care, participants should be informed what forms of care are being offered, what the approach of the Yearly Meeting is to pastoral care, and what might be beyond the scope of this care and support. This can be done through referral to an existing policy (such as the *policy on addressing dangerous or disruptive behavior at Annual Sessions*), or through communication with participants in advance or upon arrival.

Limitations in Scope

Some examples of care or response beyond the Yearly Meeting's scope, capacity, and intentions for pastoral care as described here, which would more appropriately and necessarily be addressed through other means (either by the YM or another entity) might be:

- providing clinical care;
- addressing an immediate risk of violence to oneself or others;
- providing treatment for substance abuse;
- offering material or financial support, such as for ongoing household needs;
- responding to reports of sexual abuse of minors and other vulnerable persons, or of harassment of YM employees¹;
- engaging in long-term interpersonal conflict resolution; or
- creating ongoing mechanisms or structures as vehicles to support individuals carrying personal concerns or calls to ministry.

Referral or Involvement After an Event

Generally, substantive involvement of a pastoral care team with a Friend seeking pastoral care should not continue following a particular event, beyond possible referral to Friends in the local meeting. Concerns arising in relation to a person's involvement in multiple distinct events or contexts over time may indicate that a different approach or response is needed.

¹ Specific procedures for responding to reports of sexual abuse, and for harassment of employees, are outlined separately as part of relevant YM child safety and personnel policies: see <https://neym.org/who/governance/policies>

Proposal for Grant from the Mosher Book and Tract Fund

Office Manager Sara Hubner and YM Secretary Noah Merrill are recommending that Permanent Board approve awarding \$2,500 from the Mosher Book and Tract Fund to support the printing of two publications about the life cycle of meetings.

Background:

The results of the FWCC 10-year census showed that 370 Friends meetings and churches in North America had closed or disappeared between 2010 and 2020, a decline of 24%. Ten meetings in New England closed or were laid down.

Several Friends, including Robin Mohr (FWCC Section of the Americas), Dorothy Grannell (Portland Friends Meeting), and Emily Provance (NYYM), met to discuss end-of-life care for meetings. This resulted in two documents:

- “Life Cycles of Meetings,” the September 2022 special edition of New York Yearly Meeting’s *Spark*
- *Faithful Always: Transitions and Endings for Quaker Meetings and Churches Near the End of the Life Cycle*

They are both intended as resources for monthly and quarterly meetings, as guides to beginning conversations with meetings about their futures.

FWCC proposes making these materials available to yearly meetings and quarters in North America. They will also be resources for workshops or retreats. Falmouth and Vassalboro Quarters may use these materials in their All Maine Meeting in May, 2023.

January 31, 2023

Dear Friends,

I am pleased to present the financial reports for Fiscal Year 2022 (October 1, 2021 to September 30, 2022). These reports will be put on the Yearly Meeting's website in the section Who We Are/How We're Doing/Financial Statements.

FY2022 was a challenging year for the Yearly Meeting, but many aspects of the results were not unexpected. The Budget vs. Actual Summary shows a Net Income of -\$24,597.28, in line with the budgeted Net Income of -\$26,757.

In reviewing these reports, I wish to draw your attention to a several occurrences that affected the results but are not apt to reoccur together in the same year in the future. They were: our hybrid Annual Sessions brought in about half of the budgeted program fees, in-person retreats only began late in the fiscal year, and due to a staffing change, we paid both the departing staff member and the incoming staff member simultaneously for several months to facilitate a good transition.

On the asset side, the Standard and Poor's 500 index fell 20.29%, and our Pooled Funds showed a similar decline in value of 19.38%. While the Board of Managers keeps careful watch over our investments (in accord with the investment wishes expressed by the Yearly Meeting), they have no control over the global economy and the international political and military events that affect the perceived value of stocks and bonds. So this fall of 19.38% is not due to any actions within the Yearly Meeting, but the fact that they fell only 19.38% is due to the careful work of the Board of Managers, and for that I am thankful.

Individual and Monthly Meeting contributions remain below the level that the Finance Committee believed was possible when the FY2022 budget was developed in the spring of 2021. Some of this shortfall is due to shifting of work priorities in FY2022 during the sabbatical of the Yearly Meeting Secretary.

The fall in value of the Pooled Funds of 19.38% shown in the Balance Sheet amounted, in dollars, to a decline in value of \$385,817.29.

The All Activities reports shows the activity in all our funds, including the revolving accounts, continuing projects, permanently restricted funds, and board designated funds. In the Operating Section of 4099 Net Assets Released To/From, transfers authorized by Permanent Board included funds for volunteer stipends, paying for the Acting Secretaries during the sabbatical period of the Yearly Meeting Secretary, and support for youth attendance at 2022 Sessions. In the Non-Operating column, authorized transfers included board-authorized funding for the registration software project, and budgeted transfers to the accounting services and legal services funds.

Other Income includes forgiveness of the Second Draw PPP Loan (\$144,249.87) and a return of premium from the Friends Mutual Health Group of \$38,260.50. Both amounts were allocated proportionally between the Operating Division and Friends Camp. In the Other Expenses section,

there are the offsetting expenses for the Net Assets Released To/From, mentioned above. The All Activities total shows total expenses exceeding total income by \$461,863.65.

While this disparity between expenses and income may look alarming, the Balance Sheet shows that while assets declined by just under 25%, the Yearly Meeting is not in financial peril. Line 3600 shows Board Designated Funds to equal \$1,196,445.42. While these funds are currently treated as reserved for specific purposes, the Permanent Board has the option of reallocating them to address current financial needs, if required in an emergency situation.

Please note that while the Committees report appears to suggest that most committees did not spend much or any funds, many of the expenses that used to be charged to committee budgets have been moved to the appropriate functional categories in the main budget. (See the Budget versus Actuals Detail.) The committee budgets are now mostly used for committee-specific minor administrative expenses.

The Monthly Meeting Donations report shows the derivation of line 4020 in the Budget versus Actual report.

In the Permanently Restricted Funds report, please note that in accord with the Yearly Meeting's new policy regarding unspent "available" funds, three funds have unspent money available to spend in the new fiscal year in addition to the FY2023 income. The Treasurer will report to Permanent Board if any of the Permanently Restricted Funds appear to be unused or underused for a period of years. That is not a concern at the moment.

Finally, the Operating Reserves report shows that, as of the end of the fiscal year, the sum of Working Capital plus the Quasi-Endowment was 12.8% of expense budget, below the policy set by the Finance Committee "to have an operating reserve equal to one quarter of the annual budget (3 months) at the beginning of each fiscal year." Part of the reason for the drop in reserves was the market-based decline in the valuation of the Quasi-Endowment. (The Quasi-Endowment is a board-designated [not permanently restricted] fund that is invested with the Pooled Funds, mentioned above.)

As I suggested earlier, this sobering financial report should not be considered as indication of what the years ahead will look like. I remain optimistic about the mission and value of the Yearly Meeting and I ask you to join me in building and protecting the Yearly Meeting for future generations of Quakers in New England.

I remain grateful for the opportunity to serve you through the rest of my tenure.

Robert Murray, Treasurer

NEYM
FY2022 Operating Budget vs Actuals Summary
October 2021 - September 2022

	<u>Actual</u>	<u>Budget</u>	<u>Over Budget</u>	<u>% of Budget</u>
Income				
4010 Individual Contributions	176,748.76	230,225.00	(53,476.24)	76.77%
4020 Monthly Meeting Contributions	330,574.89	373,000.00	(42,425.11)	88.63%
4050 Interest and Dividend Income	11,748.54	9,000.00	2,748.54	130.54%
4070 Books & Other Sales Income	10,649.50	17,000.00	(6,350.50)	62.64%
4080 Retreat Program Fees	13,185.00	47,000.00	(33,815.00)	28.05%
4085 Sessions Program Fees	114,811.21	221,300.00	(106,488.79)	51.88%
4090 Change in Fair Market Value	(816.35)		(816.35)	
4099 Net Assets Released To/From	52,967.00	15,000.00	37,967.00	353.11%
Total Income	709,868.55	912,525.00	(202,656.45)	77.79%
Expenses				
5000 Staff	486,606.17	452,112.00	34,494.17	107.63%
5100 General & Administration	106,069.41	105,715.00	354.41	100.34%
5300 Travel & Conferences	12,362.09	35,300.00	(22,937.91)	35.02%
6000 Programs	189,115.68	285,680.00	(96,564.32)	66.20%
6140 Books & Other Sales Expense	7,585.42	14,500.00	(6,914.58)	52.31%
6200 Support of Other Organizations	42,890.43	45,975.00	(3,084.57)	93.29%
Total Expenses	844,629.20	939,282.00	(94,652.80)	89.92%
Net Operating Income	(134,760.65)	(26,757.00)	(108,003.65)	
Other Income				
9940 Other Income - Transfers from other funds	184,870.37		184,870.37	
Total Other Income	184,870.37	0.00	184,870.37	
Other Expenses				
9950 Other Expense - Transfer to other funds	74,707.00		74,707.00	
Total Other Expenses	74,707.00	0.00	74,707.00	
Net Other Income	110,163.37	0.00	110,163.37	
Net Income	(24,597.28)	(26,757.00)	2,159.72	

NEYM
FY2022 Operating Budget vs Actuals Detail
 October 2021 - September 2022

	Actual	Budget	Over/Under Budget	% of Budget
Income				
4010 Individual Contributions	176,748.76	230,225.00	(53,476.24)	76.77%
4020 Monthly Meeting Contributions	330,574.89	373,000.00	(42,425.11)	88.63%
4050 Interest and Dividend Income	11,748.54	9,000.00	2,748.54	130.54%
4070 Books & Other Sales Income	542.20	17,000.00	(16,457.80)	3.19%
4072 Sales - Books	9,929.34		9,929.34	
4075 Sales -Other Items	177.96		177.96	
Total 4070 Books & Other Sales Income	10,649.50	17,000.00	(6,350.50)	62.64%
4080 Retreat Program Fees	13,185.00	47,000.00	(33,815.00)	28.05%
4085 Sessions Program Fees	114,811.21	221,300.00	(106,488.79)	51.88%
4090 Change in Fair Market Value	(816.35)		(816.35)	
4099 Net Assets Released To/From	52,967.00	15,000.00	37,967.00	353.11%
Total Income	709,868.55	912,525.00	(202,656.45)	77.79%
Expenses				
5000 Staff				
5010 Salaries & Wages	381,651.12	349,425.00	32,226.12	109.22%
5020 Payroll Taxes	28,117.80	25,201.00	2,916.80	111.57%
5030 Benefits				
5033 Health Benefits	38,772.48	36,873.00	1,899.48	105.15%
5035 Retirements	35,743.04	32,943.00	2,800.04	108.50%
5040 Disability	1,091.76	1,500.00	(408.24)	72.78%
5045 Workers' Compensation	757.00	720.00	37.00	105.14%
5050 Spiritual Retreats	100.00	1,200.00	(1,100.00)	8.33%
5060 Staff Development	372.97	4,250.00	(3,877.03)	8.78%
Total 5030 Benefits	76,837.25	77,486.00	(648.75)	99.16%
Total 5000 Staff	486,606.17	452,112.00	34,494.17	107.63%
5100 General & Administration				
5110 Administration				
5120 Bank Expense	6,280.02	7,000.00	(719.98)	89.71%
5130 Contracted Services	26,012.50	31,900.00	(5,887.50)	81.54%
5135 Accounting Services	2,500.00	2,500.00		100.00%
5140 Legal Services	2,500.00	2,500.00		100.00%
5145 Infrastructure	5,000.00	5,000.00		100.00%
5150 Liability Insurance	5,422.83	5,250.00	172.83	103.29%
5160 Payroll Service	6,287.73	5,200.00	1,087.73	120.92%
5170 Recruiting Expense	205.00		205.00	
5180 Rent	9,350.00	9,350.00		100.00%
5190 Misc. Expense	251.41		251.41	
Total 5110 Administration	63,809.49	68,700.00	(4,890.51)	92.88%

NEYM
FY2022 Operating Budget vs Actuals Detail
 October 2021 - September 2022

	Actual	Budget	Over/Under Budget	% of Budget
5200 Office				
5220 Cleaning Services	242.00	265.00	(23.00)	91.32%
5230 Maint - Equip & Hardware	72.80	1,250.00	(1,177.20)	5.82%
5240 Postage	3,585.28	3,750.00	(164.72)	95.61%
5250 Office Equipment	2,574.32	3,250.00	(675.68)	79.21%
5260 Office Supplies	1,595.48	2,500.00	(904.52)	63.82%
5270 Printing & Copying	9,184.42	14,500.00	(5,315.58)	63.34%
5280 Software & Updates	21,231.18	7,000.00	14,231.18	303.30%
5290 Telephone	3,539.71	4,500.00	(960.29)	78.66%
5295 Misc. Office	234.73		234.73	
Total 5200 Office	42,259.92	37,015.00	5,244.92	114.17%
Total 5100 General & Administration	106,069.41	105,715.00	354.41	100.34%
5300 Travel & Conferences				
5310 Travel - Committee		3,000.00	(3,000.00)	0.00%
5320 Travel - Clerk		4,500.00	(4,500.00)	0.00%
5330 Travel - Programs	3,174.73	3,700.00	(525.27)	85.80%
5335 Travel - Representatives Travel	2,059.63	6,700.00	(4,640.37)	30.74%
5350 Travel - Staff	7,127.73	17,000.00	(9,872.27)	41.93%
5360 Travel - Ministries		400.00	(400.00)	0.00%
Total 5300 Travel & Conferences	12,362.09	35,300.00	(22,937.91)	35.02%
6000 Programs				
6110 Sessions Room & Board	126,044.23	186,850.00	(60,805.77)	67.46%
6112 Retreats - Room & Board				
6114 Room Rental	8,575.00	17,530.00	(8,955.00)	48.92%
6150 Food Expense	8,834.68	17,430.00	(8,595.32)	50.69%
Total 6112 Retreats - Room & Board	17,409.68	34,960.00	(17,550.32)	49.80%
6125 Program Expenses				
6105 Honoraria - Speakers/Wkshp Ldrs	15,929.50	22,000.00	(6,070.50)	72.41%
6107 Honoraria - Volunteer Leadership	8,250.00	15,000.00	(6,750.00)	55.00%
6115 Equipment Rental	6,545.40	6,000.00	545.40	109.09%
6121 Supplies and Other Expenses	8,893.27	9,300.00	(406.73)	95.63%
6165 Pre-Sessions Expense	1,099.60	1,000.00	99.60	109.96%
Total 6125 Program Expenses	40,717.77	53,300.00	(12,582.23)	76.39%
6130 Committee Expenses - General				
6134 Childcare	210.00	2,000.00	(1,790.00)	10.50%
Total 6130 Committee Expenses - General	2,175.00	8,350.00	(6,175.00)	26.05%
6160 Program Support				
6163 Friends Camp	2,769.00	2,220.00	549.00	124.73%
Total 6160 Program Support	2,769.00	2,220.00	549.00	124.73%
Total 6000 Programs	189,115.68	285,680.00	(96,564.32)	66.20%

NEYM
FY2022 Operating Budget vs Actuals Detail
October 2021 - September 2022

	Actual	Budget	Over/Under Budget	% of Budget
6140 Books & Other Sales Expense				
6142 Books	3,311.29	14,500.00	(11,188.71)	22.84%
6145 Other Items for Sale	620.00		620.00	
6147 Consignment Sales	3,654.13		3,654.13	
Total 6140 Books & Other Sales Expense	7,585.42	14,500.00	(6,914.58)	52.31%
6200 Support of Other Organizations				
6310 FGC	13,075.00	13,075.00		100.00%
6320 FUM	10,952.43	13,075.00	(2,122.57)	83.77%
6325 FWCC	13,075.00	13,075.00		100.00%
6330 Friends' Organizations				
6328 Ramallah Friends School	100.00	100.00		100.00%
6335 AFSC	300.00	300.00		100.00%
6340 FCNL	750.00	750.00		100.00%
6345 QEW	300.00	300.00		100.00%
6350 Friends Peace Teams	100.00	100.00		100.00%
6355 FWCC 3rd World Travel	500.00	500.00		100.00%
6360 QUNO	200.00	200.00		100.00%
6362 Quaker Voluntary Service	100.00	100.00		100.00%
Total 6330 Friends' Organizations	2,350.00	2,350.00		100.00%
6590 Ecumenical Organizations				
6592 State Councils of Churches	3,038.00	4,000.00	(962.00)	75.95%
6594 Natl Council of Churches	150.00	150.00		100.00%
6596 NE Ecumenical Network	150.00	150.00		100.00%
6598 World Council of Churches	100.00	100.00		100.00%
Total 6590 Ecumenical Organizations	3,438.00	4,400.00	(962.00)	78.14%
Total 6200 Support of Other Organizations	42,890.43	45,975.00	(3,084.57)	93.29%
Total Expenses	844,629.20	939,282.00	(94,652.80)	89.92%
Net Operating Income	(134,760.65)	(26,757.00)	(108,003.65)	
Other Income				
9940 Other Income - Transfers from other funds	184,870.37		184,870.37	
Total Other Income	184,870.37		184,870.37	
Other Expenses				
9950 Other Expense - Transfer to other funds	74,707.00		74,707.00	
Total Other Expenses	74,707.00		74,707.00	
Net Other Income	110,163.37		110,163.37	
Net Income	(24,597.28)	(26,757.00)	2,159.72	

NEYM
Balance Sheet
As of September 30, 2022

	As of Sep 30, 2022	As of Sep 30, 2021	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Checking Accounts				
1010 Santander Checking	184,267.04	250,407.52	(66,140.48)	-26.41%
1015 Everence Fed Credit Union Checking	15,564.86	12,993.83	2,571.03	19.79%
1040 Petty Cash	2,646.54		2,646.54	
Total 1000 Checking Accounts	202,478.44	263,401.35	(60,922.91)	-23.13%
1020 Money Market Accounts				
1024 Bangor Savings Bank MMA (PPP loans)		157,036.49	(157,036.49)	-100.00%
1029 Everence Fed Credit Union SHARE Savings	32,141.41	32,126.35	15.06	0.05%
Total 1020 Money Market Accounts	32,141.41	189,162.84	(157,021.43)	-83.01%
Total Bank Accounts	234,619.85	452,564.19	(217,944.34)	-48.16%
Other Current Assets				
1075 Pooled Funds	1,605,398.59	1,991,215.88	(385,817.29)	-19.38%
1100 Accrued Receivables		(123.96)	123.96	100.00%
1110 Due to/from Friends Camp				
1112 Camp Disability	21.74	22.91	(1.17)	-5.11%
1113 Camp Health Ins	679.66	673.76	5.90	0.88%
1114 Camp - Retirement	648.62	574.88	73.74	12.83%
Total 1110 Due to/from Friends Camp	1,350.02	1,271.55	78.47	6.17%
1150 Prepaid Expenses	490.40	382.40	108.00	28.24%
Total Other Current Assets	1,607,239.01	1,992,745.87	(385,506.86)	-19.35%
Total Current Assets	1,841,858.86	2,445,310.06	(603,451.20)	-24.68%
TOTAL ASSETS	1,841,858.86	2,445,310.06	(603,451.20)	-24.68%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Credit Cards				
2005 Credit Card Elan St Marys	4,812.20	3,195.78	1,616.42	50.58%
Total Credit Cards	4,812.20	3,195.78	1,616.42	50.58%
Other Current Liabilities				
2010 Accrued Liabilities	76.60	76.60		0.00%
2110 Federal Taxes				
2120 State Taxes	416.04		416.04	
2150 Health Insurance Premium	358.37	393.44	(35.07)	-8.91%
2155 Sect 125 Employee Withholding	1,739.36	1,496.53	242.83	16.23%
2160 403B Retirement	220.26	(201.84)	422.10	209.13%
2171 BSB SBA PPP loan 2nd Draw		144,249.87	(144,249.87)	-100.00%
Total Other Current Liabilities	2,810.63	146,014.60	(143,203.97)	-98.08%
Total Current Liabilities	7,622.83	149,210.38	(141,587.55)	-94.89%
Total Liabilities	7,622.83	149,210.38	(141,587.55)	-94.89%
Equity				
3500 Working Capital	(84,630.29)	(8,372.27)	(76,258.02)	-910.84%
3600 Board Designated Funds				
3620 Faith & Practice Revision	55,475.94	67,212.24	(11,736.30)	-17.46%
3630 World Conference Travel				

NEYM
Balance Sheet
As of September 30, 2022

	As of Sep 30, 2022	As of Sep 30, 2021	Change	% Change
3650 Quasi-Endowment (Investments)	229,831.96	272,921.02	(43,089.06)	-15.79%
3680 NEFH Fund				
3681 NEYM Future Fund				
3682 NEYM Ministry Fund	911,137.52	1,099,933.19	(188,795.67)	-17.16%
Total 3680 NEFH Fund	911,137.52	1,099,933.19	(188,795.67)	-17.16%
Total 3600 Board Designated Funds	1,196,445.42	1,440,066.45	(243,621.03)	-16.92%
3700 Revolving Accounts				
3705 Archives	2,934.60	2,934.60		0.00%
3707 Accounting Services	19,700.00	17,200.00	2,500.00	14.53%
3708 Infrastructure	136.50	26,621.00	(26,484.50)	-99.49%
3709 Legal Services	1,597.34	832.29	765.05	91.92%
3710 Equalization				
3711 Equalization - Restricted				
3712 FUM Intervisitation	1,259.15	1,259.15		0.00%
3715 Peaceworker	1,784.36	1,784.36		0.00%
3716 Bodine-Rustin Fund	5,047.40		5,047.40	
3720 Prejudice & Poverty	0.47	1,053.47	(1,053.00)	-99.96%
3725 Puente de Amigos	16,500.74	10,352.53	6,148.21	59.39%
3730 Sufferings - Restricted				
3732 Sufferings - Unrestricted	18,158.62	22,375.62	(4,217.00)	-18.85%
3760 Young Friends Travel	3,092.36	3,092.36		0.00%
3775 Continuing Projects	111,700.10	83,850.31	27,849.79	33.21%
3780 FCNL Pass through				
Total 3700 Revolving Accounts	181,911.64	171,355.69	10,555.95	6.16%
3800 Permanently Restricted Funds				
3802 Endowment Fund				
38021 Unavailable	52,391.54	65,167.79	(12,776.25)	-19.61%
38022 Available				
Total 3802 Endowment Fund	52,391.54	65,167.79	(12,776.25)	-19.61%
3804 Alice Needham				
38041 Unavailable	17,999.80	22,389.23	(4,389.43)	-19.61%
38042 Available				
Total 3804 Alice Needham	17,999.80	22,389.23	(4,389.43)	-19.61%
3806 Amy S. Hayden				
38061 Unavailable	59,310.84	73,774.47	(14,463.63)	-19.61%
38062 Available				
Total 3806 Amy S. Hayden	59,310.84	73,774.47	(14,463.63)	-19.61%
3808 Anna M. Brown				
38081 Unavailable	37,927.17	47,176.11	(9,248.94)	-19.61%
38082 Available				
Total 3808 Anna M. Brown	37,927.17	47,176.11	(9,248.94)	-19.61%
3810 Freedmen's				
38101 Unavailable	134,717.96	167,643.71	(32,925.75)	-19.64%
38102 Available	9,587.17	5,873.61	3,713.56	63.22%
Total 3810 Freedmen's	144,305.13	173,517.32	(29,212.19)	-16.84%
3812 FUM Foreign Missions				
38121 Unavailable	48,512.24	60,342.49	(11,830.25)	-19.61%
38122 Available				

NEYM
Balance Sheet
As of September 30, 2022

	As of Sep 30, 2022	As of Sep 30, 2021	Change	% Change
Total 3812 FUM Foreign Missions	48,512.24	60,342.49	(11,830.25)	-19.61%
3814 FUM Home & Foreign				
38141 Unavailable	6,792.12	8,448.43	(1,656.31)	-19.60%
38142 Available				
Total 3814 FUM Home & Foreign	6,792.12	8,448.43	(1,656.31)	-19.60%
3816 FUM Ramallah				
38161 Unavailable	61,340.85	76,299.49	(14,958.64)	-19.61%
38162 Available				
Total 3816 FUM Ramallah	61,340.85	76,299.49	(14,958.64)	-19.61%
3824 Mosher Book & Tract				
38241 Unavailable	82,050.89	102,109.31	(20,058.42)	-19.64%
38242 Available	4,494.65	630.09	3,864.56	613.33%
Total 3824 Mosher Book & Tract	86,545.54	102,739.40	(16,193.86)	-15.76%
3826 Phillips/Purington/Hawkes				
38261 Unavailable	26,127.83	32,499.40	(6,371.57)	-19.61%
38262 Available				
Total 3826 Phillips/Purington/Hawkes	26,127.83	32,499.40	(6,371.57)	-19.61%
3828 Pittsfield/Varney				
38281 Unavailable	10,007.15	12,448.10	(2,440.95)	-19.61%
38282 Available	892.05	425.28	466.77	109.76%
Total 3828 Pittsfield/Varney	10,899.20	12,873.38	(1,974.18)	-15.34%
3830 Susan B. Kirby				
38301 Unavailable	8,531.58	10,612.10	(2,080.52)	-19.61%
38302 Available				
Total 3830 Susan B. Kirby	8,531.58	10,612.10	(2,080.52)	-19.61%
3832 West Falmouth Prep Mtg				
38321 Unavailable	4,422.70	5,501.22	(1,078.52)	-19.61%
38322 Available				
Total 3832 West Falmouth Prep Mtg	4,422.70	5,501.22	(1,078.52)	-19.61%
Total 3800 Permanently Restricted Funds	565,106.54	691,340.83	(126,234.29)	-18.26%
3900 Retained Earnings				
Net Income	(24,597.28)	1,708.98	(26,306.26)	-1539.30%
Total Equity	1,834,236.03	2,296,099.68	(461,863.65)	-20.12%
TOTAL LIABILITIES AND EQUITY	1,841,858.86	2,445,310.06	(603,451.20)	-24.68%

NEYM
Statement of Activities - All Funds
October 2021 - September 2022

	Operating	Non-Operating	Total
Income			
4010 Individual Contributions	176,748.76	15,443.48	192,192.24
4020 Monthly Meeting Contributions	330,574.89	5,999.83	336,574.72
4030 Organizations Contributions		11,416.00	11,416.00
4050 Interest and Dividend Income	11,748.54	69,889.74	81,638.28
4070 Books & Other Sales Income	10,649.50		10,649.50
4080 Retreat Program Fees	13,185.00	25,010.00	38,195.00
4085 Sessions Program Fees	114,811.21		114,811.21
4090 Change in Fair Market Value	(816.35)	(385,274.49)	(386,090.84)
4099 Net Assets Released To/From		25,000.00 ⁴	25,000.00
	15,000.00 ¹	2,500.00 ⁵	17,500.00
	17,967.00 ²	2,438.90 ⁶	20,405.90
	20,000.00 ³	5,000.00 ⁷	25,000.00
4099 Total	52,967.00	34,938.90	87,905.90
Total Income	709,868.55	(222,576.54)	487,292.01
Expenses			
5000 Staff	486,606.17	581.31	487,187.48
5100 General & Administration	106,069.41	60,141.73	166,211.14
5300 Travel & Conferences	12,362.09	11,531.95	23,894.04
6000 Programs	189,115.68	2,361.88	191,477.56
6140 Books & Other Sales Expense	7,585.42		7,585.42
6200 Support of Other Organizations	42,890.43	52,924.49	95,814.92
Total Expenses	844,629.20	127,541.36	972,170.56
Net Operating Income	(134,760.65)	(350,117.90)	(484,878.55)
9940 Other Income - Transfers from other funds	65,945.54⁸		65,945.54
	78,304.33 ⁹	1,423.60 ¹²	79,727.93
	38,260.50 ¹⁰	402.33 ¹³	38,662.83
	2,360.00 ¹¹	2,122.57 ¹⁴	4,482.57
Total Other Income	184,870.37	3,948.50	188,818.87
Other Expenses		15,000.00 ¹⁵	15,000.00
		17,967.00 ¹⁶	17,967.00
		20,000.00 ¹⁷	20,000.00
		25,000.00 ¹⁸	25,000.00
		1,423.60 ¹⁹	1,423.60
	65,945.54 ²⁰	2,441.07 ²³	68,386.61
	6,638.89 ²¹	206.07 ²⁴	6,844.96
	2,122.57 ²²	9,059.23 ²⁵	11,181.80
Total Other Expenses	74,707.00	91,096.97	165,803.97
Net Other Income	110,163.37	(87,148.47)	23,014.90
Net Income	(24,597.28)	(437,266.37)	(461,863.65)

NEYM
Statement of Activities - All Funds
October 2021 - September 2022

Operating Non-Operating Total

Notes

1. Transfer of volunteer leadership stipend support
2. Transfer for funds for Acting Secretaries during sabbatical
3. Transfer to support free youth attendance at Sessions
4. Transfer \$25K for Infrastructure, approved by Pemanent Board
5. Transfer to Acct'ing Services Fund
6. Transfer to Legal Services Fund
7. Transfer to Infrastructure Fund
8. PPP 2nd Draw loan forgiven - Camp portion
9. PPP 2nd Draw loan forgiven - NEYM portion
10. Friends Mutual Health Group return of premium
11. Refund rental fee Cheverus HS for LFG 2020
12. Transfer OBBF Print Interim F&P grant from 3620 F&P Rev to 3775 Continuing Projects
13. Residual cash distribution from Martha Miles Gordon bequest
14. Transfer of percentage of Monthly Meeting contributions to Bodine-Rustin Fund, as requested.
15. Expense of volunteer leadership stipend support
16. Expense for funds for Acting Secretaries during sabbatical
17. Expense to support free youth attendance at Sessions
18. Transfer of \$25K from unrestricted reserves to Infrastructure Fund
19. Transfer of OBBF Print Interim F&P grant from 3620 F&P Rev to 3775 Continuing Projects
20. PPP 2nd Draw loan forgiven - Camp portion
21. FMHG return of premium - Camp portion
22. Transfer of requested Monthly Meeting contributions to Bodine-Rustin Fund
23. Endowment transfer to Operating Income
24. West Falmouth Fund transfer to Monthly Meeting Contributions
25. Quasi Endowment income transfer to Operating Income

FY2022 Meeting Contributions

	General Fund	Equalization	Total
Connecticut Valley Quarterly Meeting			
Hartford Monthly Meeting	20,000.00		20,000.00
Middletown Monthly Meeting	250.00		250.00
Mount Toby Monthly Meeting	32,360.00		32,360.00
New Haven Friends Meeting	8,715.00		8,715.00
New London Friends Meeting	400.00		400.00
Northampton Friends Meeting	4,875.00	500.00	5,375.00
Storrs Friends Meeting	4,000.00		4,000.00
Subtotal	70,600.00	500.00	71,100.00
Dover Quarterly Meeting			
Concord Monthly Meeting	6,333.82	306.00	6,639.82
Dover Monthly Meeting	5,300.00		5,300.00
Gonic Monthly Meeting	352.00		352.00
North Sandwich Friends Meeting	400.00		400.00
Weare Monthly Meeting	1,200.00	500.00	1,700.00
West Epping Preparative Meeting	1,000.00		1,000.00
Subtotal	14,585.82	806.00	15,391.82
Falmouth Quarterly Meeting			
Brunswick Friends Meeting	1,100.00		1,100.00
Durham Monthly Meeting	5,400.00	500.00	5,900.00
Portland Friends Meeting	16,000.00		16,000.00
Southern Maine Friends Meeting	400.00	25.00	425.00
Windham Friends Meeting	120.00		120.00
Subtotal	23,020.00	525.00	23,545.00
Northwest Quarterly Meeting			
Bennington Monthly Meeting	2,000.00		2,000.00
Burlington Monthly Meeting	4,750.00	850.00	5,600.00
Hanover Friends Meeting	22,136.00	623.00	22,759.00
Middlebury Friends Meeting	3,200.00		3,200.00
Monadnock Quaker Meeting	4,640.00	200.00	4,840.00
Northeast Kingdom Quaker Meeting	496.27		496.27
Plainfield Monthly Meeting	1,000.00		1,000.00
Putney Friends Meeting	7,200.00		7,200.00
South Starksboro Monthly Meeting	350.00		350.00
Wilderness Friends Meeting	400.00		400.00
Subtotal	46,172.27	1,673.00	47,845.27
Salem Quarterly Meeting			
Amesbury Monthly Meeting	2,525.00		2,525.00
Beacon Hill Friends Meeting	10,237.00	1,357.00	11,594.00
Framingham Friends Meeting	10,000.00	800.00	10,800.00
Fresh Pond Monthly Meeting	11,000.00	300.00	11,300.00
Friends Meeting at Cambridge	51,558.97	1,000.00	52,558.97
Lawrence Monthly Meeting	400.00		400.00
North Shore Friends Meeting	3,200.00	100.00	3,300.00
Wellesley Monthly Meeting	19,463.80		19,463.80
Subtotal	108,384.77	3,557.00	111,941.77
Sandwich Monthly Meeting			
East Sandwich Preparative Meeting	300.00		300.00
West Falmouth Preparative Meeting	5,306.07	200.00	5,506.07
Yarmouth Preparative Meeting	2,000.00	150.00	2,150.00
Allen's Neck Monthly Meeting	2,460.00		2,460.00
Dartmouth at Smith Neck Monthly Meeting	1,000.00		1,000.00
Martha's Vineyard Monthly Meeting	325.00		325.00
Mattapoisett Monthly Meeting	300.00		300.00
Sandwich Monthly Meeting	100.00	100.00	200.00
Westport Monthly Meeting	6,000.00		6,000.00
Subtotal	17,791.07	450.00	18,241.07
Southeast Quarterly Meeting			

FY2022 Meeting Contributions

	General Fund	Equalization	Total
Providence Monthly Meeting	17,000.00	500.00	17,500.00
Westerly Monthly Meeting	5,400.00	300.00	5,700.00
Worcester Friends Meeting	6,620.00		6,620.00
Subtotal	29,020.00	800.00	29,820.00
Vassalboro Quarterly Meeting			
Acadia Monthly Meeting	1,300.00		1,300.00
Belfast Area Friends Meeting	200.00		200.00
Cobscook Monthly Meeting	600.00		600.00
Eggemoggin Reach Monthly Mtg	150.00	50.00	200.00
Farmington Monthly Meeting	600.00		600.00
Narramissic Valley Monthly Meeting	100.00		100.00
North Fairfield Monthly Meeting	39.96		39.96
Orono Monthly Meeting	250.00		250.00
Vassalboro Friends Meeting	7,000.00		7,000.00
Winthrop Center Friends Church	2,400.00		2,400.00
Subtotal	12,639.96	50.00	12,689.96
Total All Quarters	322,213.89	8,361.00	330,574.89

Note: Report does not include meetings that did not give in FY2022.

NEYM
FY2022 Committee Budgets vs Actuals
 October 2021 - September 2022

	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>
315 C&A		500.00	500.00
320 F&P Rev	225.00	1,050.00	825.00
325 FGC		100.00	100.00
328 Finance		100.00	100.00
330 FUM		100.00	100.00
335 FWCC		100.00	100.00
340 M&C		100.00	100.00
350 Puente	1,500.00	1,500.00	0.00
355 RSE&J		1,500.00	1,500.00
360 Youth Ministries Committee		500.00	500.00
370 Earthcare Ministry Comm	240.00	100.00	-140.00
390 Other Cmttes		700.00	700.00
TOTAL	1,965.00	6,350.00	4,385.00

Note

390 "Other Committees" = Permanent Board & Nominating Committees.

NEYM FY2022 Continuing Projects

Project	Stone of Hope	Cultural Audits FGC & NEYM	RSEJ Book Project 2017	SAGE Grant	FWCC-NE Godly Play 2016	Quakers Advocating Justice for	Printing of Interim Faith & Practice	Quaker Outreach 2015 grant	OBBF Youth Retreat Handbook
Beg. Balance (Oct. 1st, 2021)	918.00	355.00	250.62	4,146.96	194.53	867.88		4,022.96	1,527.50
Income									
4010 Individual Contributions									
4030 Organizations Contributions				6,707.00					
4080 Retreat Program Fees									
9940 Other Income							1,423.60		
Total Income				6,707.00			1,423.60		
Expenses									
5000 Staff									
5120 Bank Expense									
5240 Postage									
5270 Printing & Copying									
5280 Software & Updates									
5330 Travel - Programs									
6105 Honoraria - Speakers/Wkshp Ldrs									
6121 Supplies and Other Expenses		355.00							
6167 Religious Education & Outreach									
6200 Support of Other Organizations									
Total Expenses		355.00							
Net of Income and Expenses FY2022		(355.00)		6,707.00			1,423.60		
Ending Balance (Sept 30, 2022)	918.00	0.00	250.62	10,853.96	194.53	867.88	1,423.60	4,022.96	1,527.50

Project	Partners in Spirit Program	Nurturing Faith & Faithfulness	Anti-Racism Educator via Putney Mtg	Shoemaker Fund Grant	Archives Transition Processing	Nurturing Faithfulness Program 2021-22	Growing Edges Youth Programs	Continuing Projects Totals
Beg. Balance (Oct. 1st, 2021)	1,044.94	3,000.00	750.00	23,825.13	2,495.00	40,451.79		83,850.31
Income								
4010 Individual Contributions							7,500.00	7,500.00
4030 Organizations Contributions								6,707.00
4080 Retreat Program Fees						25,010.00		25,010.00
9940 Other Income								1,423.60
Total Income						25,010.00	7,500.00	40,640.60
Expenses								
5000 Staff				387.54			193.77	581.31
5120 Bank Expense						416.25		416.25
5240 Postage						50.55		50.55
5270 Printing & Copying						72.06		72.06
5280 Software & Updates						1,253.64		1,253.64
5330 Travel - Programs						162.00		162.00
6105 Honoraria - Speakers/Wkshp Ldrs			200.00	500.00		7,450.00		8,150.00
6121 Supplies and Other Expenses						200.00		555.00
6167 Religious Education & Outreach							1,000.00	1,000.00
6200 Support of Other Organizations			550.00					550.00
Total Expenses			750.00	887.54		9,604.50	1,193.77	12,790.81
Net of Income and Expenses FY2022			(750.00)	(887.54)		15,405.50	6,306.23	27,849.79
Ending Balance (Sept 30, 2022)	1,044.94	3,000.00	0.00	22,937.59	2,495.00	55,857.29	6,306.23	111,700.10

Board-Designated and Revolving Funds

Capital	Balance Sep 30, 2021	Investment Income	Change in Fair Market Value	Other Income	Expenses	Net Change	Balance Sep 30, 2022
3500 Working Capital	(8,372.27)			1,708.98 ¹	77,967.00	(76,258.02)	(84,630.29)
3900 Retained Earnings + Net Income	1,708.98			(1,708.98)	24,597.28	(26,306.26)	(24,597.28)
Total (9/30/2021 = Working Capital Oct 1 FY2022)	(6,663.29)			(0.00)	102,564.28	(102,564.28)	(109,227.57)
3600 Board Designated Funds							
3620 Faith & Practice Revision	67,212.24	2,286.72	(12,599.42)		1,423.60	(11,736.30)	55,475.94
3630 World Conference Travel						0.00	0.00
3650 Quasi-Endowment (Investments)	272,921.02	7,634.94	(42,067.10)	402.33	9,059.23	(43,089.06)	229,831.96
3681 NEYM Future Fund						0.00	0.00
3682 NEYM Ministry Fund	1,099,933.19	35,899.86	(197,801.65)		26,893.88	(188,795.67)	911,137.52
Total 3600 Board Designated Funds	1,440,066.45	45,821.52	(252,468.17)	402.33	37,376.71	(243,621.03)	1,196,445.42
3700 Revolving Accounts							
3705 Archives	2,934.60					0.00	2,934.60
3707 Accounting Services	17,200.00			2,500.00		2,500.00	19,700.00
3708 Infrastructure	26,621.00			30,000.00	56,484.50	(26,484.50)	136.50
3709 Legal Services	832.29			2,438.90	1,673.85	765.05	1,597.34
3710 Equalization				33,878.00	33,878.00	0.00	0.00
3711 Equalization - Restricted						0.00	0.00
3712 FUM Intervisitation	1,259.15					0.00	1,259.15
3715 Peaceworker	1,784.36					0.00	1,784.36
3716 Bodine-Rustin Fund				5,047.40		5,047.40	5,047.40
3720 Prejudice & Poverty	1,053.47				1,053.00	(1,053.00)	0.47
3725 Puente de Amigos	10,352.53			15,532.54	9,384.33	6,148.21	16,500.74
3730 Sufferings - Restricted						0.00	0.00
3732 Sufferings - Unrestricted	22,375.62				4,217.00	(4,217.00)	18,158.62
3760 Young Friends Travel	3,092.36					0.00	3,092.36
3775 Continuing Projects	83,850.31			40,640.60	12,790.81	27,849.79	111,700.10
Total 3700 Revolving Accounts	171,355.69			130,037.44	119,481.49	5,508.55	181,911.64

Notes

1. The current year Operating Net Income, shown on the Balance Sheet and the Statement of Activities, is transferred to Working Capital at the start of the next fiscal year. It is being shown here to provide a clearer view of the state of the Yearly Meeting Operating Reserves at the beginning of the new fiscal year.

Permanently Restricted Funds

Fund	Balance	Unavailable	Available Oct	Expenses	Investment	Change in Fair	Unavailable	Remaining	Balance Sep
	Sep 30, 2021	Oct 1, 2021	1, 2021*		Income	Market Value		Sept 30, 2022	
3802 Endowment Fund	65,167.79	62,726.72	2,441.07	2,441.07	2,291.70	(12,626.88)	52,391.54	0.00	52,391.54
3804 Alice Needham	22,389.23	21,550.57	838.66	838.66	787.36	(4,338.13)	17,999.80	0.00	17,999.80
3806 Amy S. Hayden	73,774.47	71,011.01	2,763.46	2,763.47	2,594.36	(14,294.52)	59,310.84	0.00	59,310.84
3808 Anna M. Brown	47,176.11	45,408.98	1,767.13	1,767.13	1,659.02	(9,140.83)	37,927.17	0.00	37,927.17
3810 Freedmen's	173,517.32	161,305.15	12,212.17	2,625.00	5,895.40	(32,482.59)	134,717.96	9,587.17	144,305.13
3812 FUM Foreign Missions	60,342.49	58,082.16	2,260.33	2,260.33	2,122.02	(11,691.94)	48,512.24	0.00	48,512.24
3814 FUM Home & Foreign	8,448.43	8,131.97	316.46	316.46	297.10	(1,636.95)	6,792.12	0.00	6,792.12
3816 FUM Ramallah	76,299.49	73,441.44	2,858.05	2,858.05	2,683.18	(14,783.77)	61,340.85	0.00	61,340.85
3824 Mosher Book & Tract	102,739.40	98,244.75	4,494.65	0.00	3,590.80	(19,784.66)	82,050.89	4,494.65	86,545.54
3826 Phillips/Purington/Hawkes	32,499.40	31,282.03	1,217.37	1,217.38	1,142.88	(6,297.07)	26,127.83	0.00	26,127.83
3828 Pittsfield/Varney	12,873.38	11,981.33	892.05	0.00	437.76	(2,411.94)	10,007.15	892.05	10,899.20
3830 Susan B. Kirby	10,612.10	10,214.59	397.51	397.51	373.18	(2,056.19)	8,531.58	0.00	8,531.58
3832 West Falmouth Prep Mtg	5,501.22	5,295.15	206.07	206.07	193.46	(1,065.91)	4,422.70	0.00	4,422.70
Total 3800 Permanently Restricted Funds	691,340.83	658,675.85	32,664.98	17,691.13	24,068.22	(132,611.38)	550,132.67	14,973.87	565,106.54

* Available amounts for FY2022 were 4% of 3-year average of total values as of NEYM's fiscal year end (September 30th) FY19-FY21 plus any remaining Available from FY2021

Investment Income (formerly called Interest & Dividends) is 4% of a 3-year average of total value calculated on the Board of Managers' fiscal year ending March 31st

Reinvestment of unused Available amounts stopped at the end of FY2020.

Operating Reserves¹

Capital	Balance Sep 30, 2021	Interest and Dividends	Change in Fair Market Value	Other Income	Expenses	Net Change	Balance Sep 30, 2022
3500 Working Capital	(8,372.27)	-	-	1,708.98	77,967.00	(76,258.02)	(84,630.29)
3900 Retained Earnings + Net Income	1,708.98	-	-	8,272.07	24,597.28	8,272.07	(24,597.28)
Total (9/30/2021 = Working Capital Oct 1 FY2022)	(6,663.29)	-	-	9,981.05	102,564.28	(67,985.95)	(109,227.57)
3600 Board Designated Funds							
3650 Quasi-Endowment (Investments)	272,921.02	7,634.94	(42,067.10)	402.33	9,059.23	(43,089.06)	229,831.96
Total Operating Reserves	266,257.73	7,634.94	(42,067.10)	10,383.38	111,623.51	(111,075.01)	120,604.39
Total Expense Budget 2022							939,282.00
Total Operating Reserves as Percent of Expense Budget²							12.8%

Notes

1. Operating Reserves are composed of Working Capital plus Quasi-Endowment.
2. Per Section 2.3.1 of the Financial Handbook, "It is the Finance Committee's policy to have an operating reserve equal to one quarter of the annual budget (3 months) at the beginning of each fiscal year." The reserve amount on Sept. 30, 2022 fell below this amount.

Yearly Meeting Funds Recalculation & Restatement Project

The purpose of the Funds Recalculation & Restatement Project is to correct calculation errors in the accounting entries of our permanently restricted and board-designated funds (collectively called our invested funds). These invested funds are under the care of the Board of Managers, which sends the Yearly Meeting investment income quarterly. The main error, which the Funds Recalculation & Restatement Project effort will fix, was in the method used to allocate the income and appreciation from investment among the various funds.

The Yearly Meeting's invested funds are managed by the Board of Managers as part of a larger pool of funds, referred to as the "Pooled Funds." In FY2009 (fiscal year 2009), the amount made "available" to be spent out of the funds did not match the funds' actual cash income received from the Board of Managers. The Yearly Meeting set the available amount at five percent of the appreciated balances of the funds, however the Board of Managers was not routinely distributing five percent of the appreciated balances – only the dividend income (a smaller percentage).

To implement the Funds Policy (approved by Permanent Board in 2008) the Treasurer in 2008 planned to obtain the amount of cash needed for a five percent distribution by withdrawing it from the Yearly Meeting's invested shares in the Pooled Funds each year; but amid turnover of treasurers and staff, that part of the plan was not implemented. As a result, for ten years Yearly Meeting Treasurers distributed more as cash expense from our invested funds than the Yearly Meeting was receiving in cash income from the Board of Managers, leading, in effect, to our invested funds borrowing cash from the Yearly Meeting's unrestricted reserves. If the Treasurers had been withdrawing the five percent from our invested funds as needed to provide cash for the disbursements, the invested funds would have grown slightly more slowly.

An additional error was made when Yearly Meeting Treasurers allocated the income and appreciation (change in fair market value) to the individual invested funds. Since the invested funds had slightly larger balances than they should have had because they were borrowing cash from the reserves, the invested funds were allocated slightly more investment income and CFMV each year than they should have had.

Other issues of note:

1. Prior to FY2005, the Yearly Meeting's operating fiscal year ended in August, while the Board of Managers' fiscal year ended in June. In FY2005 the Yearly Meeting changed its fiscal year to end in September, but continued to quote the invested funds' balances as of June 30th until FY2010. In 2010, the statements began quoting the invested funds' balances as of Sept 30th, but incorrectly, with the July-Sept 2010 quarter of market value change left out. In 2012, an attempt to fix this error was not completely successful.

2. Unit-value calculation errors were made for large investment transactions in 2007.
3. The Permanent Board approved the change in funds-management policy in 2008 to switch from using only dividend income as available for distribution, to using a percentage of total value. Dividend income was reinvested in FY2008 and FY2009, following the approved plan. Part of the plan was for the Treasurer to make withdrawals from the Pooled Funds to provide the cash needed for the distributions of this percentage-based “available” amount (while dividend income was being reinvested), however these required withdrawals were not made.
4. Between 2009 and 2011, \$12,000 worth of disbursements from the Freedmens Fund were not deposited by their recipients and were returned to the Yearly Meeting’s bank accounts (the checks were voided), but were not credited properly back to the Freedmens Fund.

The following table shows the changes that we propose to make to each fund to correct the errors explained above. If approved, these changes will be made before the close of FY2023 and will be reflected in the in the closing financial statements for FY2023. A full log of the entire Funds Recalculation & Restatement Project will be been posted on the Yearly Meeting website.

The most significant effect of implementing these proposed changes would be to decrease Total Reserves by \$8,341.65 and to increase the invested amount of the Freedmen’s Fund by \$7,684.46. The other changes to funds are relatively minor.

I am grateful for the tireless efforts of Shearman Taber and Frederick Martin, without whom this project could not have been completed.

The Treasurer asks the Permanent Board to approve the changes indicated to the balances of the invested funds to correct the errors described in this proposal.

Proposed Funds Restatement, February 11, 2023

Fund	Balance before adjustment, Sept 30, 2022	(Decrease)	Increase	Balance after adjustment
Reserves				
Unrestricted Net Assets <i>invested in Pooled Funds</i>	4,737.54	0.00	30,636.62	35,374.16
Unrestricted Net Assets <i>in bank accounts (cash)</i>	(113,965.11)	0.00	91,758.83	(22,206.28)
Quasi-Endowment	229,831.96	(137,036.44)	0.00	92,795.52
Student Loan Fund	0.00	0.00	6,299.33	6,299.33 ¹
Total Reserves	120,604.39	(137,036.44)	128,694.78	112,262.73
Legacy Gift Spendable Fund				
Future Fund	0.00	0.00	732.31	732.31 ²
Board-Restricted or Permanently Restricted				
F&P Revision Printing	55,475.94	(75.23)	0.00	55,400.71
Witness & Ministry Fund	911,137.52	0.00	2,427.71	913,565.23
NEYM Endowment	52,391.54	0.00	1,684.48	54,076.02
Alice Needham	17,999.80	(93.99)	0.00	17,905.81
Amy Hayden	59,310.84	(105.52)	0.00	59,205.32
Anna Brown	37,927.17	0.00	1,470.05	39,397.22
Freedmen's	144,305.13	0.00	7,684.46	151,989.59
FUM Foreign	48,512.24	(256.66)	0.00	48,255.58
FUM Home	6,792.12	(85.88)	0.00	6,706.24
FUM Ramallah	61,340.85	(323.85)	0.00	61,017.00
Mosher Book & Tract	86,545.54	(4,740.52)	0.00	81,805.02
Phillips- Purrington- Hawkes	26,127.83	(249.62)	0.00	25,878.21
Pittsfield- Varney	10,899.20	0.00	107.11	11,006.31
Susan Kirby	8,531.58	0.00	199.74	8,731.32
West Falmouth Prep.	4,422.70	(32.92)	0.00	4,389.78
Total Board-Restricted or Permanently Restricted	1,531,720.00	(5,964.19)	13,573.55	1,539,329.36
Total All Funds	1,652,324.39	(143,000.63)	143,000.64 ³	1,652,324.40

Notes

1. All cash, to Unrestricted Net Assets
2. All cash, to distribute
3. Discrepancy caused by rounding

Comments on Proposed Budget

The Finance Committee is concerned that, due to the drop in the stock market and the deficit last year, our reserves are only about 13% of our expenses rather than the recommended 25%. We decided to propose a conservative FY2024 budget to try to avoid further deficits, and hope that we can increase our reserves.

Projected income estimates have been lowered. For several years we have budgeted our income optimistically, counting on outreach to individuals and meetings to meet our goals. We have not met those goals, but in those years lower than estimated expenses and windfalls like the PPP loans and refunds on insurance have kept us from large deficits. Our estimated income from individuals is \$7,000 less than in our 2023 budget and the monthly meeting contributions are \$31,000 less than in our 2023 budget. Monthly meeting contributions have increased slightly over the past few years, so there is reason to think that we will be able to meet these goals.

As reported elsewhere, Sessions ran a deficit last summer. In the past, Sessions fees paid for direct expenses and for some of the staff time used to prepare for and run Sessions. Last summer the in-person attendance was much lower than projected, while fixed costs increased due to the additional staff and equipment needed for hybrid Sessions and Covid precautions. Remote attendance and multiple fee waivers also reduced the fees paid for Sessions. Free attendance for children proved to be very successful in restarting our youth programs, even though it reduced income.

Sessions 2024 attendance and costs are unknown and challenging to project. This budget increases suggested Sessions fees to match inflation over the last two years. We project that half of the people who attended via Zoom last year will come back in person as COVID fears lessen. There are also plans to cut expenses.

Staff expenses have increased by nearly \$100,000 over the last two years. About half of that is due to cost-of-living increases and 17% is due to increases in benefit costs. Staff hours have not increased, and we are not proposing reductions in staff. Supporting our staff so that they can support monthly meetings is one of the priorities that the Permanent Board gave us.

The budget for Travel was reduced on the expectation that many committees will continue to meet via Zoom, at least part of the time.

The stipend supporting volunteer leadership was maintained, as this is a priority given to us by the Permanent Board.

The part of this budget that the Finance Committee is least happy about is the proposal to reduce Support of other Organizations to zero for one year. This will balance the budget. We have a number of concerns, including the effect that loss of income will have on those organizations and how we will maintain relationships with other organizations when our donations are \$0. That said, we expect that members of NEYM will continue to engage with these other organizations in either appointed or volunteer roles.

This drastic step reduces expenses of this proposed FY2024 budget by \$46,000. If we can increase our income substantially or find additional ways to reduce expenses, we could resume contributions to other organizations in the FY 2025 budget.

New England Yearly Meeting

FY2024 Operating (Non-Camp) Budget Proposed - Summary

version #6 - January 28th, 2023 - approved by Finance Committee 1/28/2023

Category	FY2022	FY2022	FY2023	Δ FY23 to FY24 Budgets	FY2024 Proposed Budget
	Actuals	Budget	Budget		
Income					
4010 Individual Contributions Total	176,749	230,225	230,225	(7,225)	223,000
4020 Monthly Meeting Contributions Total	330,575	373,000	373,000	(31,000)	342,000
4025 Unallocated Income			31,000	(31,000)	0
4030 Organizations Contributions		0	0	-	0
4050 Interest and Dividend Income	11,749	9,000	12,000	-	12,000
4070 Books & Other Sales Income	10,650	17,000	17,000	(6,500)	10,500
4080 Retreat Program Fees	13,185	47,000	47,000	(9,500)	37,500
4085 Sessions Program Fees	117,821	221,300	227,400	22,075	249,475
4090 Change in Fair Market Value	-816	0	0	-	0
4099 Net Assets Released To/From	52,967	15,000	30,000	(25,000)	5,000
Total Income	712,879	912,525	967,625	(88,150)	879,475
Expenses					
Total 5000 Staff	486,606	452,112	493,684	10,158	503,842
Total 5100 General & Administration	106,159	105,715	93,615	(6,166)	87,449
Total 5300 Travel & Conferences	12,362	35,300	35,300	(13,000)	22,300
Total 6000 Programs	189,116	285,680	284,300	(28,288)	256,012
Total 6140 Books & Other Sales Expense	7,585	14,500	14,500	(6,500)	8,000
Total 6200-6590 Support of Other Organizations	42,890	45,975	45,975	(45,975)	0
Total Expenses	844,719	939,282	967,374	(89,771)	877,603
Net Operating Income	(131,840)	-26,757	251	1,621	1,872
Other Income					
9940 Other Income - Transfers from other funds	184,870				
Total Other Income	184,870				
Other Expenses					
9950 Other Expense - Transfer to other funds	74,707				
Total Other Expenses	74,707				
Net Other Income	110,163				
Net Income	(21,677)				

New England Yearly Meeting

FY2024 Operating (Non-Camp) Budget Proposed

version #6 - January 28th, 2023 - approved by Finance Committee 1/28/2023

Category	FY2022	FY2022	FY2023	Δ FY23 to FY24	FY2024	Notes
	Actuals	Budget	Budget	Budgets	Proposed Budget	
Income						
4010 Individual Contributions						
General Fund Contributions	151,232	204,225	204,225	(6,225)	198,000	
Equalization Contributions	25,517	26,000	26,000	(1,000)	25,000	2
4010 Individual Contributions Total	176,749	230,225	230,225	(7,225)	223,000	
4020 Monthly Meeting Contributions						
General Fund Contributions	322,214	350,000	350,000	(17,000)	333,000	1
Equalization Contributions	8,361	23,000	23,000	(14,000)	9,000	
4020 Monthly Meeting Contributions Total	330,575	373,000	373,000	(31,000)	342,000	
4025 Unallocated Income			31,000	(31,000)	0	
4030 Organizations Contributions		0	0	-	0	
4050 Interest and Dividend Income	11,749	9,000	12,000	-	12,000	
4070 Books & Other Sales Income	10,650	17,000	17,000	(6,500)	10,500	
4080 Retreat Program Fees	13,185	47,000	47,000	(9,500)	37,500	
4085 Sessions Program Fees	117,821	221,300	227,400	22,075	249,475	2
4090 Change in Fair Market Value	-816	0	0	-	0	
4099 Net Assets Released To/From	52,967	15,000	30,000	(25,000)	5,000	3
Total Income	712,879	912,525	967,625	(88,150)	879,475	
Expenses						
5000 Staff						
5010 Salaries & Wages	381,651	349,425	378,053	2,935	380,988	4
5020 Payroll Taxes	28,118	25,201	27,392	1,754	29,146	
5030 Benefits						
5033 Health Benefits	38,772	36,873	45,123	4,076	49,199	4
5035 Retirements	35,743	32,943	35,806	2,293	38,099	
5040 Disability	1,092	1,500	1,100	-	1,100	
5045 Workers' Compensation	757	720	760	-	760	
5050 Spiritual Retreats	100	1,200	1,200	-	1,200	
5060 Staff Development	373	4,250	4,250	(1,000)	3,250	
5070 Sabbatical & Paid Leave				100	100	
Total 5030 Benefits	76,837	77,486	88,239	5,469	93,708	
Total 5000 Staff	486,606	452,112	493,684	10,158	503,842	4
5100 General & Administration						
5110 Administration						
5120 Bank Expense	6,369	7,000	7,000	-	7,000	
5130 Contracted Services	26,013	31,900	22,000	(4,000)	18,000	
5135 Accounting Services	2,500	2,500	0	-	0	
5140 Legal Services	2,500	2,500	2,500	-	2,500	
5145 Infrastructure	5,000	5,000	5,000	(5,000)	0	
5150 Liability Insurance	5,423	5,250	5,250	-	5,250	
5160 Payroll Service	6,288	5,200	5,500	-	5,500	
5170 Recruiting Expense	205	0	0	-	0	
5180 Rent	9,350	9,350	9,350	-	9,350	
5190 Misc. Expense	251	0	0	-	0	
Total 5110 Administration	63,899	68,700	56,600	(9,000)	47,600	
5200 Office						
5220 Archives Office Expenses		0	0	-	0	
5220 Cleaning Services	242	265	265	34	299	
5230 Maint - Equip & Hardware	73	1,250	1,250	(750)	500	
5240 Postage	3,585	3,750	3,750	-	3,750	
5250 Office Equipment	2,574	3,250	3,250	(1,750)	1,500	
5260 Office Supplies	1,595	2,500	2,500	(900)	1,600	
5270 Printing & Copying	9,184	14,500	14,500	(5,000)	9,500	
5280 Software & Updates	21,231	7,000	7,000	12,000	19,000	
5290 Telephone	3,540	4,500	4,500	(800)	3,700	
5295 Misc. Office	235	0	0	-	0	
Total 5200 Office	42,260	37,015	37,015	2,834	39,849	
Total 5100 General & Administration	106,159	105,715	93,615	(6,166)	87,449	

Category	FY2022 Actuals	FY2022 Budget	FY2023 Budget	Δ FY23 to FY24	FY2024 Proposed Budget	Notes
5300 Travel & Conferences						
5310 Travel - Committee		3,000	3,000	(1,600)	1,400	
5320 Travel - Clerk		4,500	4,500	(2,000)	2,500	
5330 Travel - Programs	3,175	3,700	3,700	(600)	3,100	
5335 Travel - Representatives Travel	2,060	6,700	6,700	(4,700)	2,000	
5350 Travel - Staff	7,128	17,000	17,000	(4,100)	12,900	
5360 Travel - Ministries		400	400	-	400	
Total 5300 Travel & Conferences	12,362	35,300	35,300	(13,000)	22,300	
6000 Programs						
6110 Sessions Room & Board	126,044	186,850	192,950	(23,508)	169,442	2
6112 Retreats - Room & Board				-		
6114 Room Rental	8,575	17,530	13,550	(3,550)	10,000	
6150 Food Expense	8,835	17,430	15,930	(5,930)	10,000	
Total 6112 Retreats - Room & Board	17,410	34,960	29,480	(9,480)	20,000	
6125 Program Expenses				-		
6105 Honoraria - Speakers/Wkshp Ldrs	15,930	22,000	22,000	2,000	24,000	
6107 Honoraria - Volunteer Leadership	8,250	15,000	15,000	-	15,000	3
6115 Equipment Rental	6,545	6,000	6,000	500	6,500	
6121 Supplies and Other Expenses	8,893	9,300	7,300	1,700	9,000	
6165 Pre-Sessions Expense	1,100	1,000	1,000	500	1,500	
Total 6125 Program Expenses	40,718	53,300	51,300	4,700	56,000	
6130 Committee Expenses - General	1,965	6,350	6,350	-	6,350	
6134 Childcare	210	2,000	2,000	-	2,000	
6137 Committee Day Expenses		0	0	-	0	
Total 6130 Committee Expenses - General	2,175	8,350	8,350	-	8,350	
6160 Program Support				-		
6163 Friends Camp	2,769	2,220	2,220	-	2,220	
6167 Religious Education & Outreach		0	0	-	0	
Total 6160 Program Support	2,769	2,220	2,220	-	2,220	
Total 6000 Programs	189,116	285,680	284,300	(28,288)	256,012	
6140 Books & Other Sales Expense		0	0	-	0	
6142 Books	3,311	14,500	14,500	(6,500)	8,000	
6145 Other Items for Sale	620	0	0	-	0	
6147 Consignment Sales	3,654	0	0	-	0	
Total 6140 Books & Other Sales Expense	7,585	14,500	14,500	(6,500)	8,000	
Total 6200-6590 Support of Other Organizations	42,890	45,975	45,975	(45,975)	0	5
Total Expenses	844,719	939,282	967,374	(89,771)	877,603	
Net Operating Income	(131,840)	-26,757	251	1,621	1,872	
Other Income						
9940 Other Income - Transfers from other funds	184,870					
Total Other Income	184,870					
Other Expenses						
9950 Other Expense - Transfer to other funds	74,707					
Total Other Expenses	74,707					
Net Other Income	110,163					
Net Income	(21,677)					

Notes:

The Sessions portion of this budget reflects steps under consideration to both reduce expenses and increase income for Sessions 2023 and 2024.

- FY23 Meeting contributions expected: \$325,600 for general fund, based on pledges so far. \$3K net increase over last year.
- Sessions fees based on 5% increase 2022-23 and 6% increase 2023-24, and attendance of 455 adults and 100 kids/youth at Castleton. Does not include online attenders (80?) at approx \$11K income at same rate increase.
- Funding the Honoraria Supporting Volunteer Leadership is being phased in over three years; in FY2024 \$5000 will come from reserves. The expense is being tracked in the new subcategory "Honoraria - Volunteer Leadership"
- Staff expense calculated with COLA of 6.1%, annual change in CPI for New England as of December 2022. Staff expense budget has increased \$97.5K over FY2020 budget. Of that increase:
 - 49% is due to cost-of-living-adjustment consistent with yearly meeting personnel policy (COLA: 2.22% FY21, 0.5% FY22, 6.3% FY23, 6.1% FY24)
 - 24% is due to merit raises and other shifts in compensation reflecting scope of responsibilities
 - 17% is due to changes in benefits, mostly health care premiums consistent with yearly meeting personnel policy
 - 9% due to other reasons such as overtime hours by hourly program staff around Sessions & retreats, payroll tax for raises, etc
 Budgeted annual staff hours have stayed the same from FY2020-2024, at 12,104, or 5.8 FTEs; which is down from FY19 at 12,672 hours or 6.1 FTEs, not counting FY19 Shoemaker-funded positions.
- Following the 2022 plan of the Financial Contributions Working Group, Support of Other Organizations is presented with only a total line.

Program Director's Mid-Year Report

February 2023
NiaDwynwen Thomas
Nia@neym.org

Introduction

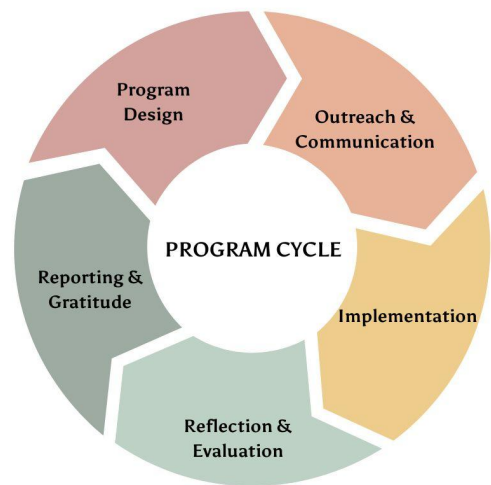
In November, the shape of my role in NEYM shifted somewhat, as I moved from Quaker Practice & Leadership Facilitator into the new position of Program Director to better support and integrate our ongoing program work. From this new perspective, it seems it would be helpful for me to report more frequently than annually at Sessions on the programmatic offerings of the Yearly Meeting, including information such as who we are serving, what we are learning from our various experiments, how we are developing in our capacities, and where our growing edges might be.

So: Below you will find the first ever mid-year Program Director's report (the "mid-year" part means mid-service year, not mid-calendar year). I've done my best to gather and share the information that seems most relevant for Permanent Board members and other interested Friends to know. I very much welcome your feedback about what in the report was useful to you and what you suggest I might change or add for the next time around. Of course, I also welcome conversations about the content of the report, that is, the current state and direction of NEYM's programmatic offerings, which are continually evolving in response to ongoing learning and the current needs of local meetings and Friends of all ages.

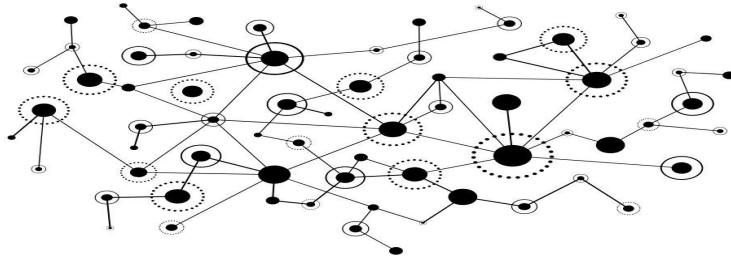
As I hope is clear, **the heart of all our programming is spiritual formation through Quaker practice.** Whether the focus is on strengthening local meetings, developing servant leadership, encouraging Spirit-led action, or nurturing youth, all our programs are about how we each can come to live lives that reflect the Light and Love of God more fully.

Before getting into the meat of the report itself, it also feels appropriate to comment on my role overall. A good chunk of my time is spent on the design, outreach, implementation, evaluation, and reporting for a specific programmatic offering (as reflected in the cycle graphic at right).

Much of my energy is spent paying attention to the connections *between* things: between groups, Quaker organizations, and individuals striving towards overlapping goals; between events, the journeys of individual participants or facilitators and the local meetings we serve; between different parts of the Yearly Meeting.



When you hear me speak of “mapping the landscape” or “strengthening the web”, this is what I am referring to:



As you read the updates below, I invite you to consider the following “big picture” questions, which are an anchor to me in this service, and draw from our Yearly Meeting’s discernment about its overall purpose and priorities:

- *How is our approach to program in alignment with the Yearly Meeting’s overall work of fostering a thriving, multigenerational Quaker movement in New England, and our particular focus on strengthening local meetings?*
- *How can we design programs to feed not only the individuals that participate, but to feed their worship community as well?*
- *How are we leaving space to listen for and respond to the movements of Spirit in our programmatic endeavors?*
- *How are we allocating our limited resources of time, attention, and money in a way that honors and responds to the varying needs of Friends and Friends meetings?*

Nurturing Servant Leaders in Local Meetings

The adult program offering for which I most frequently receive expressions of gratitude is our monthly check-in calls for meeting leaders. These calls, which began as an immediate support for meetings during the pandemic, have been happening for almost three years now and are still consistently attended by those serving our local meetings. Just last month we had 37 attenders, and it is rare that we have fewer than 25 connections from almost as many local meetings. This reflects a remarkably sustained level of meaningful engagement in this kind of programming and support by Friends in key servant leadership roles in meetings across our region. The heart of these calls are opportunities for focused small-group reflection on our service to our meetings.

Somewhat similar to these calls are our occasional online workshops focused on a particular aspect of service to one’s meeting. Through our ongoing partnership with Everence, the Mennonite faith-based financial services nonprofit, this fall we were able to offer a workshop on how local meetings could use narrative budgeting, a request we have heard from a number of Friends serving as financial stewards for their local meetings. Also this fall, we offered a two-part workshop focusing on distinctives of committee clerking which brought together both those serving as committee clerks for their local meeting and those serving in these roles for Quaker organizations. These workshops generally consist of sharing resources and best practices, discussion of real-life scenarios, opportunities for small group connection, and time to pray for each other in our service. As capacity allows, I look forward to being able to offer more of these sorts of “best practices” workshops in the coming seasons.

Participant Testimonial: *I've been clerking committees in our meeting for a number of years and the information I've learned from these workshops has been invaluable. I'm already incorporating best practices!*

Individual Faith Formation

In partnership with Woolman Hill Quaker Retreat Center, Beacon Hill Friends House, and core teachers Marcelle Martin and Hilary Burgin, 24 students began the 9-month Nurturing Faithfulness program this September, alongside a group of teachers, elders, and associates (former students who serve as mentors and assistants while continuing their own learning). This high-commitment, “deep end” offering attracted a group that ranged in age from the 20s to the 70s, including nine NEYM local meetings as well as participants from down the East Coast and Canada.

In this third offering of the Nurturing Faithfulness program, the teaching team has been exploring ways the program can feed not only those enrolled in the 9-month offering but also Friends more broadly. Towards that end, this fall part of the teaching team facilitated an online *Introduction to Faithfulness Groups* workshop, providing an opportunity for 34 Friends to “try on” a small-group spiritual practice at the heart of the program. Thanks in part to funding from our Legacy Gift funds and the Obadiah Brown Benevolence Fund, New York Friend and videographer Cai Quirk is making short, accessible videos from portions of interviews with Quaker ministers and Friends carrying leadings which are being made as part of the Nurturing Faithfulness program. You can watch the first bundle of these videos on [NEYM's YouTube channel](#). As both the current Nurturing Faithfulness cohort and the video project wrap up this spring, I look forward to conversation and discernment about how we can provide similar opportunities for New England Friends in the future.

Participant Testimonial: *I found the residency to be more spiritually fulfilling than I imagined and I look forward to continuing communication with my Nurturing Faithfulness group and with my mentor.*

Clearly, Spirit moved through and around us this past weekend. To continue this journey, we need to find a way to create space in our individual lives to ensure that the lifeblood of Spirit—self reflection combined with a critical assessment of our gifts and a way to manifest them—becomes as reflexive as saying grace before eating a meal. That's the easy part. The hard part is realizing that each of us has the capacity to bring into our worlds this rich ministry if we could only let our faith overcome our fear ...

Thank you for accepting me into this program. I know my spiritual development over the course of these nine months will take me places that I cannot now imagine.

Another aspect of our approach to faith formation programming is periodic opportunities specifically for young adults, centering the spiritual questions that are often especially in focus during this life stage. As I write, registrations are coming in for our upcoming Young Adult Friends

Midwinter Retreat, which this year has a focus on gifts, leadings, and vocational discernment. As part of our commitment to inclusive leadership development, our young adult specific events are coordinated by individuals in the target audience (Quakers ages 18 to 35), with a lot of scaffolding and guidance from me. These retreats often attract some Friends who have grown up in a Quaker meeting or associated with Quakers and a greater number of participants who are exploring Quakerism for the first time as young adults.

Participant Testimonial: *I came away from my first YAF retreat feeling more connected with and inspired by Quakerism. I realized I need to slow down and prioritize my spiritual development and healing.*

Youth Ministries

Of course, a major component of our program offerings are our retreats for elementary, middle, and high school-age youth. Our youth programs are re-stabilizing from the disruptions of the pandemic and staff transitions. As our youth ministries program staff (along with myself and the YM Secretary) meet every few weeks, it has been a beautiful thing to spend less time working on COVID safety plans (although we still do that!), and more time talking about faith formation and growing the edges of our youth ministries—such as through collaboration with youth ministers serving in local meeting contexts— or by finding new ways to encourage Quaker parenting—such as through the recent *Quaker Parent Mutual Support Groups*, where parents from seven local New England meetings participated in online groups with Quaker parents from across the country.

In reflecting recently with Teen Ministries Coordinator Maggie Fiori about what stands out to her and what she would like the wider Yearly Meeting to know about the condition of our youth now, she lifts up this reflection on working with youth who often come from an increasingly secular culture with their peers at home: *When Young Friends hear the word “God” it can feel flat, unfriendly, distant, even dangerous. How can we as Quaker adults show our youth how the love and belonging they feel deep in their bones is the same as the Spirit they hear us going on and on about? Doing this is often the best work I see my staff doing, and we need the help of all Friends too. We have to show it with our lives and with the curiosity, honesty, and love we show our kids.*

Participant Testimonial: *Retreats always fill my heart and soul and remind me to bring this energy to the rest of the world.*

Looking Forward

There is much on the horizon in regards to NEYM programming. As I look towards spring, I am looking forward to:

- On March 4th, the second annual offering of [Bread Day](#), when many meetings gather to bake bread together as a spiritual practice.
- On April 1st, an opportunity for multigenerational fellowship and spiritual nurture at our first [Living Faith](#) gathering in four years.

- Later in April, an [Aging Resources Consultation and Help](#) (ARCH) *Foundations* workshop, a next step in our partnership with New York Yearly Meeting to extend the ARCH program to New England Friends, with leadership from our new ARCH Coordinator, Patti Muldoon.
- In the spring, the next workshop on *Best Practices in Nominating* facilitated by members of our Nominating Committee
- In June (tentatively scheduled for June 24), the first *Meeting for Listening*, an opportunity for Friends to reflect on the life in local meetings and to prayerfully consider how the Yearly Meeting's programmatic priorities and activities might faithfully support the spiritual life of meetings in the coming year.
- As schedules and capacity allows: Additional workshops including "best practices" workshops on service to our meetings.

Friends Camp Governance Framework

Approved February 2016

Revised (Section 7) February 2018

Revised February 2023

1. Friends Camp Mission Statement

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

2. The New England Yearly Meeting of Friends (Quaker), as owner and operator of Friends Camp, has oversight and fiscal responsibility of the Camp in these areas:

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

3. Friends Camp Committee

The Friends Camp Committee is part of the governing structure for Friends Camp with specific duties and responsibilities for oversight of the camp operation delegated to it by the Yearly Meeting. The Camp Committee is under the general oversight of the Permanent Board and the Yearly Meeting Secretary, which have responsibility for all property and programs of the Yearly Meeting.

The Friends Camp Committee will conduct business in the manner and practice of Friends. As guidelines for their process and their discernment of policy, the Friends Camp Committee will use the Faith and Practice of New England Yearly Meeting of Friends and the governance publications of the Friends Council of Education. The Committee will follow policies set forth in the NEYM Personnel Policy Manual in matters not specifically delineated in this document. In any discrepancy between the two documents, the NEYM manual will prevail.

4. Nominating Process for the Friends Camp Committee

Friends Camp Committee members shall be nominated by the Friends Camp Nominating Committee, which

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

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

This committee will nominate members to the Friends Camp Committee annually, in time for the nominees to be listed in the Advance Documents, for a term that will start on the last day of New England Yearly Meeting Annual Sessions. These annual nominations will be announced in the Advance Documents for the Yearly Meeting Sessions and will be approved by the Permanent Board and Yearly Meeting Sessions in August.

Friends Camp Committee member vacancies may be filled at any time by the Yearly Meeting Friends Camp Nominating Committee. Midyear appointments will be presented to Permanent Board at its next scheduled meeting for approval.

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

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

5. Camp Committee Membership & Terms

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

Friends Camp Committee Members who are given a midyear appointment will be assigned by the Recording Clerk to one of the three classes and will serve their first Friends Camp Committee term for one, two, or three years, based on openings in one of the three classes.

6. The Governance Practices of the Friends Camp Committee

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

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

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

The Friends Camp Committee meeting held between the end of Sessions and November 15th shall be designated as the Friends Camp Committee Annual Meeting. During the Annual Meeting the Executive

Council, committee chairs, and committee memberships are defined and will be in place until the next Annual Meeting.

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

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

The Friends Camp Committee may set up sub-committees and appoint additional non-committee members to sub-committees, as it is deemed necessary, to help fulfill the mission and objectives of Friends Camp. The Camp Committee will be informed of the names of all persons serving as sub-committee members.

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

7. Budgeting, Financial Reporting and Fiscal Controls

The Friends Camp fiscal year runs from October 1 through September 30.

Each year, near the conclusion of the camp season, the Friends Camp Director will prepare a proposed budget for the upcoming fiscal year in consultation with the Friends Camp Treasurer. The budget will consist of both an operating budget and a capital budget.

The operating budget will include both income and expense projections, based on the expected availability of funding and of the expected expenses needed to maintain the camp's operations for the year.

The expense side of the capital budget will include capital improvement needs and their projected costs as determined by consultation between the Camp Director and the Friends Camp Buildings and Grounds subcommittee. The capital budget will also identify the expected sources of funding for the improvements.

In late August or early September the two proposed budgets will be circulated to the Friends Camp Finance Committee for review and approval. The Camp Director and the Camp Treasurer will then meet with the YM Secretary and YM Treasurer to review the budgets. This meeting will focus on informing the YM Secretary and YM Treasurer of salient issues related to the proposed budgets, and ensuring the proposed budgets substantially conform to generally accepted accounting principles and reflect realistic and sound fiscal and overall management. Following this consultation, and with the YM Secretary and YM Treasurer's endorsement, the Camp Director will submit the proposed operating and capital budgets for review and approval by the Friends Camp Committee at its September meeting. Finally, the budget will be submitted to the Yearly Meeting Permanent Board for approval at its September meeting.

This schedule allows the Camp Director to prepare the budgets with the knowledge of the results of the most recent camp season, but compresses the approval process into a short time frame. If any disagreements arise during this process, the parties involved will endeavor to approve a provisional budget while any concerns are being addressed, allowing the Camp Director to operate through the first two months of the fiscal year, with final approval being made at the Permanent Board and Friends Camp Committee meetings in November.

The budgets do not need to be approved at the Annual Sessions of New England Yearly Meeting. Instead, each year the Camp Director will present a report at the Annual Sessions summarizing the activities of Friends Camp, including the current year's budgets and notes on key metrics of financial performance as they relate to the program and to capital plans.

Friends Camp is authorized to make adjustments to the approved budgets during the course of the fiscal year with the following constraints. Adjustments to projected income and expenses that reduce projected net income by no more than 3% of the total budgeted expenses do not require a revised budget and can be made by the Camp Director and Camp Treasurer without further review or approval. Adjustments to projected income and expenses that reduce projected net income by more than 3% of the total budgeted expenses must be reported to the clerks of the Friends Camp Committee and Permanent Board, and approved by both bodies if at all practicable. If circumstances do not allow for the timely approval by these bodies, the approvals of the Clerk of the Friends Camp Committee and the Clerk of Permanent Board shall be required to authorize budget adjustments over the 3% threshold.

The Friends Camp monthly profit and loss statement and balance sheet are reviewed by its accountant and by the Camp Treasurer each month. The Camp Treasurer reports on the financial health of the Camp to the Camp Committee at each of its meetings, approximately quarterly. These monthly and quarterly reports will be shared with the Clerk of the YM Finance Committee, the YM Treasurer and the YM Secretary. If needed, the YM Finance Committee can request that the Camp Committee provide progress reports on any capital projects.

Final annual financial statements will be distributed to the Friends Camp Committee, the YM Finance Committee Clerk, the YM Secretary, the YM Treasurer, the YM Office Manager, and Permanent Board, and will be published on the NEYM website with other financial reports and statements.

The Friends Camp Committee shall adopt, and from time-to-time review and amend, fiscal policies and procedures that govern internal controls and other significant aspects of a sound fiscal operation. The YM Finance Committee will periodically review the Friends Camp financial policies and procedures to ensure they are appropriate and responsible. These policies shall assure that Friends Camp will have sound financial controls that substantially conform to generally accepted accounting principles, ongoing financial oversight, and regular professional reviews every third year or as needed, conducted in

concert with the NEYM Operating Division.

The Friends Camp Director, following NEYM policy and in consultation with the YM Secretary, is authorized on behalf of the New England Yearly Meeting of Friends to review and accept contributions, bequests or legal devises, and trusts earmarked as donations for the benefit of Friends Camp.

8. Professional Leadership

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

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

9. Hiring & Evaluating the Camp Director

When needed, the Friends Camp Committee Clerk, Clerk of YM Personnel Committee, and the Clerk of Permanent Board will appoint a hiring committee. (They will follow the guidelines of the Yearly Meeting Personnel Policies in bringing the name of a new Camp Director to New England Yearly Meeting Sessions for hiring.)

In some situations, an acting or temporary Camp Director may be needed to manage Friends Camp because of sabbatical, illness, resignation or dismissal. If a temporary Camp Director is needed for these reasons, the Camp Committee Clerk, Clerk of Permanent Board, and the Yearly Meeting Secretary will meet to appoint an acting Camp Director, who may begin work immediately. The appointment of a temporary Camp Director will be confirmed or rejected by the Permanent Board at its next scheduled meeting.

If needed, and only in situations that are critical to the safety of campers, staff, and guests, a major financial concern and/or any serious issue concerning the overall reputation of Friends Camp or the New England Yearly Meeting of Friends, the Clerk of Permanent Board or the Yearly Meeting Secretary can put on probation or dismiss the Camp Director.

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

10. Friends Camp Committee Executive Council

The Friends Camp Committee shall have a Clerk, a Recording Clerk, a Supervisor of the Director, Clerk of Buildings & Grounds and a Treasurer with the Camp Director serving ex-officio. These positions will make up the Executive Council. Any committee member may hold two or more of the committee positions, except the Clerk, who may not also be the Treasurer. The Executive Council can conduct business on the phone, on the internet, or face-to-face, if a majority of the members are able to participate in the meeting. As needed and between Friends Camp Committee Meetings, the Executive Council may set important and time-sensitive

policies in the areas of personnel, safety and finance.

Friends Camp Governance Document Appendices 1-4

Appendix 1:

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

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

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

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

Appendix 2: Friends Camp Committee – Volunteer Portfolio Descriptions

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

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

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

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

- Have charge of such books, documents, and papers as the Friends Camp Board may determine;
- Keep, or cause to be kept, a true and complete record of the meetings of the Friends Camp Committee;
- Keep, or cause to be kept, a record containing the names of all persons who are members of the Friends Camp Committee, showing their names, places of residence, and contact information.

Some additional duties may include:

- Attend the Camp Committee meetings and, if needed, finding a replacement Recording Clerk if unable to attend a meeting;
- Ensure the safety and accuracy of all Camp Committee records;
- Take the Camp Committee meeting minutes and shares these minutes with the Camp Committee, Yearly Meeting Coordinating and Advisory Committee, the Permanent Board Clerk, and others as

needed (Every five years the Camp Committee minutes and other important documents that are no longer in current use will be transferred to the Yearly Meeting archives.);

- Keep a master minute book that is paper or online format and is updated and accurate;
- Send the minutes and other Friends Camp documents to the Yearly Meeting Archivist.

The **Treasurer** shall have responsibility for all of the Friends Camp funds and securities subject to minutes or directives from the Friends Camp Committee. The Treasurer shall give to the Clerk and/or the Friends Camp Committee, whenever they require it, an account of financial transactions and of the financial condition of Friends Camp and shall, in general, perform all other financial duties that are approved by the Friends Camp Committee. Some additional duties of the Treasurer include:

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

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

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

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

The Friends Camp Committee maintains subcommittees in order to delegate some of the work of the camp committee to smaller groups of members. These sub-committees will each be led by a Clerk who is a member of the Camp Committee, and they may contain members who are not on the Camp Committee. Sub-committees may be created by the Camp Committee as required, but they will always contain at least: Buildings & Grounds, Finance, Personnel, Development, and Health & Safety.

Sub-Committee Clerks:

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

Appendix 4

Mission

The goal of Friends Camp is give youth and families a unique outdoor camp for spiritual, emotional, and creative growth. Friends Camp strives to be a caring and accepting community that embraces the faith and

practices of Friends (Quakers) as one of many ways of helping youth discern a true and healthy path into adulthood with group worship, recreational activities, artistic pursuits and work projects.

Friends Camp Objectives

- To live the Quaker values which include **Simplicity, Peace, Integrity, Community, Equality and Sustainability**.
- To create an atmosphere of love and acceptance where special friendships can develop in a natural environment.
- To develop a Quaker community of counselors and campers who see the Light of God in everyone.
- To offer interesting, creative, non-competitive, competitive, and fun activities that help young people grow into healthy and responsible adults.
- To promote sustainable environmental practices.
- To expand socio-economic and racial diversity by providing affordable tuition and camperships.

Friends Camp Governance Review 2022-2023

Initial Recommended Changes to FC Governance Process (February 2023)

This document is a result of [Phase I of the Friends Camp Governance Review Process](#). This document was compiled by Friends Camp Director (Anna Hopkins Buller) with comments and collaboration from the Yearly Meeting Secretary (Noah Merrill), and was sent for comments to the following individuals:

- Friends Camp Treasurer (Robb Spivey)
- Former Clerk of Friends Camp Committee (John Reuthe)
- Clerk of the Permanent Board (Leslie Manning)
- NEYM Treasurer (Bob Murray)
- Clerk of the Friends Camp Committee (Natalie Bornstein)
- Friend to review the document from the perspective of the Youth Ministries of the Yearly Meeting beyond Friends Camp (Nia Thomas)

Recommended Minor Changes

These changes would bring the Governance document into closer alignment with current practice. We recommend these changes be approved at the Permanent Board meeting on February 11, 2023, in the form of an updated governance document.

- **Under #2 Areas of Responsibility:**
 - #6: This line about ACA accreditation needs to be updated to reflect current ACA practice and requirements. It should now read “An outside review annually through the American Camp Association’s accreditation system, including on site visits every five years.”
 - #8: This line needs to be updated to reflect the updates we made to the budget process in 2018. It should now read: “The indirect oversight of the Friends Camp annual program budget and capital budget.”
- **Under #6 Camp Committee:**
 - Since Sub-committees do not make binding decisions (which are reserved for the full Camp Committee), it seems cumbersome to require a quorum for sub-committees. Remove “A quorum for any of the committee sub-committee meetings will be at least two participants.”
 - Friends Camp Sub-Committees regularly have non-camp-committee members serve. We should formalize this process by modifying the related paragraph to read “The Friends Camp Committee may set up sub-committees and appoint additional non- committee members to sub-committees, as it is deemed necessary, to help fulfill the mission and objectives of Friends Camp. The Camp Committee will be informed of the names of all persons serving as sub-committee members.”

- **Under #7 Finances:**
 - “Final annual financial statements will be distributed to the Friends Camp Committee, the YM Finance Committee, the YM Secretary, the YM Treasurer and Permanent Board, and will be published in the YM annual directory.” should be changed to read “Final annual financial statements will be distributed to the Friends Camp Committee, the YM Finance Committee Clerk, the YM Secretary, the YM Treasurer, the YM Office Manager, and Permanent Board, and will be published on the NEYM website with other financial reports and statements.”

- **Under #8 Professional Leadership:**
 - “The Camp Director, as authorized by the board's fiscal policy, shall sign checks and enter into agreements which are necessary to carry out the objectives of Friends Camp.” should be changed to read “The Camp Director, consistent with relevant policy of the Yearly Meeting, shall sign checks and enter into agreements which are necessary to carry out the objectives of Friends Camp.”

- **Under Appendix 2 Committee – Volunteer Portfolio Descriptions**
 - Under “Assistant Clerk,” change “Board” to “Committee”
 - Under “Recording Clerk,” delete “Give, or cause to be given, notice of all committee meetings”
 - Under “Treasurer,” remove “ The Treasurer shall keep, or cause to be kept, full and accurate accounts of receipts and disbursements and shall deposit, or cause to be deposited, all funds and other valuable effects in the name of and to the credit of the Friends Camp Committee in a depository or depositories designated by the Friends Camp Committee.” [this is a staff responsibility; the Treasurer now has an oversight role, rather than an implementation role]
 - Under “Supervisor of the Camp Director,” remove “ Serves as Friends Camp Committee’s liaison to the Yearly Meeting Personnel Committee and, if appointed, he or she can also serve as a member of the Yearly Meeting Personnel Committee.”
 - Remove the entire section of “The Buildings and Grounds Committee Clerk.”

- **Under Appendix 3 Sub-committees, Responsibilities, and Tasks**
 - The sections with details for sub-committees should be removed entirely from this document. Instead, this section should contain the List of Responsibilities for Sub-Committee Clerks, with the following paragraph above: “The Friends Camp Committee maintains sub-committees in order to delegate some of the work of the camp committee to smaller groups of members. These sub-committees will each be led by a Clerk who is a member of the Camp Committee, and they may contain members who are not on the Camp Committee. Sub-committees may be created by the Camp Committee as

required, but they will always contain at least: Buildings & Grounds, Finance, Personnel, Development, and Health & Safety.”

- As needed, the details about what tasks and responsibilities are delegated to each sub-committee may be documented within the Camp Committee Resource Files, instead of in this document.

Friends Camp Governance Review 2022-2023

Major Outstanding Questions regarding Friends Camp Governance (February 2023)

Major Outstanding Questions

The questions that arose from a review of the Governance document fell into four primary categories: mission/program, governance/committee, personnel, and finance. Phase I of this [governance review process](#) identified the questions below. Phases II and III will address these questions. We recognize that more questions will arise throughout this process; this list is not meant to be exhaustive, but is shared to provide substantive guidance to future work.

Mission /Program Questions (Primarily Phase II)

- ***What is NEYM's intended purpose in having a summer camp? Do current intentions, understandings, and experience at Friends Camp align with the mission as written? Is anything left out?***
- Does the camp have what it needs to thrive in achieving that purpose?
- Does the current design and implementation of our programs at Friends Camp align with and further our mission?
- How does the work of Friends Camp align with, integrate, or complement the other youth ministries—and all ministries—of the Yearly Meeting?
- The Governance document initially suggested a Program and Evaluation sub-committee. Functionally, this committee has never been convened. How can NEYM create opportunities for alignment, enrichment, and cross-pollination between the program at Friends Camp and other Youth Ministries (especially considering that those who guide the program at camp are primarily seasonal camp counselors)?
- By understanding the purpose of Friends Camp, we can further tease out the purposes of governance practices and procedures as described in the governance document.

Governance Questions (Primarily Phase II and Phase III)

- ***How does NEYM manage its overall responsibility for Friends Camp and delegate responsibility to the Camp Director and the Camp Committee? What structures or legal relationships can best support these intentions?***
- The idea of oversight of the Camp Committee (Section 3) needs to be further clarified. What does it mean for the Camp Committee to be "under the general oversight..."? Does this mean that they may intervene in some situations or emergencies, or are they expected to play any kind of a proactive, consultative, or partnership role in program strategy, vision, etc.?
- In what ways does the Friends Camp Committee differ (in its role and function) from other NEYM Committees?

- In matters when FC policy may differ from NEYM policy, or there is no relevant FC policy (personnel matters, governance matters, etc), shall Friends Camp defer to the NEYM policies? Or, what other guidance might we look toward?
- How do members become nominated to the Friends Camp nominating committee? The structure set forward in this document (#4 nominating process) is no longer relevant, as the Internal Nominating Committee for Permanent Board has been laid down. How can nominating efforts be coordinated between Friends Camp and other NEYM Committees? Articulating a more clear purpose for Friends Camp and for the Camp Committee will help inform a new system.
- It is important to revisit what it means to be one of the 10 required “Quakers” on the Friends Camp Committee, out of 15 total members. Must members still be active members or attendees of a Friends Meeting in New England? Currently, several members identify as Friends but are not active attenders at a Meeting.
- Does the Executive Committee of Friends Camp Committee have a useful function?
- How should minutes be kept for the Friends Camp Committee in order to facilitate communication and collaboration between the Friends Camp Committee and other NEYM parties?
- What is the purpose of the Camp Committee having sub-committees? What practices could best support that purpose?

Personnel Questions (Primarily Phase III)

- ***What policies and structures are needed to make sure that Friends Camp can hire and nurture seasonal and year-round employees as needed to support the program, without contradicting NEYM personnel policies or putting NEYM as a whole at risk?***
- What responsibilities does the camp committee have to the camp director? In Section #6, the governance document specifies that “the Camp Committee will clearly define the scope of authority for the Camp Director.” This structure no longer seems to make sense. What is the relationship between the Camp Director and Committee?
- Section #8 reads “Seasonal hiring shall be conducted in full compliance with the New England Yearly Meeting policies.” This is confusing and needs clarification along with review of the NEYM Personnel Policy. What policies does NEYM have about hiring seasonal employees? If overarching policies are created, how can Camp hire in accordance with the policies while also retaining needed autonomy.
- Structures exist to fire or replace the Camp Director in extreme situations, but what structures exist to support the Camp Director in continuous improvement or to advocate for the Camp Director’s needs? The position of “supervisor of the camp director” should be reviewed and clarified, as well as the relationship between Camp Director and YM Secretary.

- Where can we increase autonomy in Camp's capacity to act with regards to personnel, and where do we need to increase accountability/integration/collaboration with the YM as a whole?

Finance Questions (Primarily Phase III)

- If NEYM overall is ultimately responsible for the financial commitments of Friends Camp, what role does NEYM overall need to play in strategy and decision-making about those commitments?
- Greater clarity around financial commitments such as ACA Accreditation, legal fees, budget shortfalls, planned capital improvements, and real estate decisions (both buying and selling) could ease decision-making.
- How can communication between the Operating Division and Friends Camp regarding finances be made more fruitful? What regularity of reporting from Friends Camp is useful, and to whom?
- What "firewalls" of financial and legal security currently exist between Friends Camp and NEYM as a whole? Would more distinction/more clarity be useful and wise, considering that operating a summer camp entails risk?
- What connection or alignment between NEYM and FC Financial reviews would be useful? The current document states they have been/should be done in a coordinated manner, which does not reflect actual practice.

Charge: Friends Camp Visioning 2023 Working Group

Reason for Establishment:

The need for a review of the Friends Camp Good Governance document in order to answer unresolved questions related to camp's purpose, program, and governance. Approval by Permanent Board on November 5, 2022 of a three-phase review of Friends Camp's Good Governance document. (See Advance Documents posted [here](#) and a summary of the three phases [here](#)). This Working Group's responsibilities reflect the goals outlined in Phase II of this process.

Membership: (e.g., number of members, qualities sought in members): Three or four Friends, all with a care and appreciation for NEYM's youth ministries including Friends Camp, but carrying a variety of personal experiences in connection with these ministries. These Friends should be carrying gifts and skill in: listening beneath the words, gathering and synthesizing many perspectives, writing clearly and collaboratively, understanding of group dynamics, ability to follow through and meet deadlines. The Program Director will serve as the facilitator for the Phase II process, providing guidance to report writers as helpful.

Responsibilities:

1. As needed, to assist the Program Director in facilitation of an in-person Meeting for Visioning gathering needed perspectives from Camp and the Wider Yearly Meeting. The focus of this facilitated listening process is to understand and affirm why the Yearly Meeting operates Friends Camp, and clarify what Friends hope that Friends Camp accomplishes, now and in the future;
2. To attend, ask questions as needed, and take notes during the Meeting for Visioning and/or to carefully review the notes compiled from that meeting;
3. To review and analyze survey responses gathering reflection from a wider group involved with Camp and NEYM's youth ministries;
4. Working with the Program Director, to write a report capturing a simple, usable articulation of Camp's "program theory"—how and why a program is expected to work, the connection between the activities of the program and the outcomes we hope to

achieve—including how this program theory relates to and builds upon the overall purpose and priorities of NEYM.

5. To bring a draft report to Friends Camp leadership, Coordinating and Advisory, and participants in the Meeting for Visioning for feedback and comment
6. To gather comments and revise the draft report as appropriate
7. To bring the final report to the Permanent Board for affirmation, and further guidance to inform Phase III of this process.

Supervision: (e.g., whom or which body, nature of relationship) Under the care of Permanent Board, and in consultation with the Friends Camp Director, the Friends Camp Committee Clerk, the Program Director and the Yearly Meeting Secretary.

Reporting: (e.g., deadlines and recipients) To Friends Camp leadership, Coordinating and Advisory, and Meeting for Visioning participants for review and further input; to Permanent Board (written report due May 5; presentation May 20)

Measures of Success:

1. Active listening and engagement in the consultative process used to bring together needed perspectives on Camp’s program theory and relationship to the wider Yearly Meeting.
2. A written report articulating the program theory of Friends Camp and its relationship to the wider Yearly Meeting, to serve as guidance to NEYM and Camp leadership in Phase II of the Good Governance review process. This report may also include unresolved “big picture” questions requiring further attention by Permanent Board.

Date projected to complete work: May 20, 2023

Process for laying down: By Permanent Board following approval of the report.

Nominations for service on the [Friends Camp Visioning Working Group](#) (serves from February to May 2023):

The nominations below are for your first reading. We look forward to bringing these names to the Permanent Board meeting on 11 February for second reading and approval.

Jessica Eller (Portland Friends Meeting), parent of children active in both NEYM retreat programs and also at Friends Camp, a member of NEYM's Youth Ministries Committee.

Sam Gant (Beacon Hill Friends Meeting), former camper and current member of the Friends Camp Committee.

Newell Isbell Shinn (Mount Toby Friends Meeting, residing on Martha's Vineyard), parent of a child active in NEYM youth programming, and a member of the Permanent Board.

These Friends names rose not only because of the particular experiences and perspectives that they bring, but also because they possess the qualities that are sought for this service: a care and appreciation for NEYM's youth ministries including Friends Camp. Gifts and skill in listening beneath the words, gathering and synthesizing many perspectives, writing clearly and collaboratively, understanding of group dynamics, ability to follow through and meet deadlines.

To share any comments or concerns about these nominations, please contact Nia Thomas (nia@neym.org).

Report to Permanent Board, February 11, 2023
Boarding School Involvement Scope of Work – Working Group
Andrew Grant, Janet Hough, Betsy Cazden

In consultation with the Archives Committee, this group was charged to review and identify the resources needed to thoroughly research New England Yearly Meeting's (and its predecessors) engagement with and support for Indian Boarding Schools, including involvement of individual Friends and meetings, and to present a plan, including an estimated budget, to the Permanent Board at its meeting in February 2023.¹

What we bring to this work

Andrew Grant is a member of the NEYM Right Relations Resource Group (RRRG). He has compiled much relevant material as part of a larger project through a calling recognized by Mt. Toby meeting, and funded in part by a Legacy grant. He lives near UMass Amherst and regularly visits SCUA (Special Collections and University Archives) to explore the Quaker collection. He recently received an invitation to visit Haverford College to research relevant records archived there.

Janet Hough began exploring Quaker engagement with the Penobscot and Passamaquoddy in Maine some years ago, transcribing reports from the 19th-century printed NEYM-Gurneyite minute books held at the Maine Historical Society. In the process, she copied and transcribed some reports from committees on "Indians west of the Mississippi," including late 19th-century reports about Indian Boarding Schools which were under the particular care of the yearly meeting.

Betsy Cazden has not worked directly on the boarding school era or records. Still, she worked broadly on NEYM prior to 1800 and from 1920-1950, which has proved useful in thinking about underlying attitudes and approaches. She also serves on the NEYM Archives Committee and the Board of Friends Historical Association, helping link NEYM's work with the broader Quaker historians/archives network. As a NEYM representative to FCNL, she also has links with FCNL's Native American program associate, who is working on the Federal legislation to establish a Truth and Healing Commission.

We have met weekly by Zoom since mid-December for fruitful discussion on the substance and the process of this work.

What we have found

Through the Associated Executive Committee of Friends on Indian Affairs (AECFIA), NEYM-Gurneyite made annual financial and material contributions to support Indian Boarding Schools under the care of Orthodox Quakers in the Central Superintendency (Kansas and the "Indian Territory"). We have found lengthy reports in the yearly meeting minutes referring to several schools and later missions, which were under the particular care of NEYM-Gurneyite. The minutes and reports help illuminate the spirit that motivated Friends engagement with and involvement in the forced assimilation of children through the federal Indian Boarding School program. We have begun cataloging and coding names of particular

¹We note that the term "New England" carries the clear settler-colonial intent to transform this region into a "New" England, and is thus problematic. We have used it in this report for its consistency with current and

historical NEYM practice, but find it deeply discomforting. We sit with that discomfort and hope others do as well.

Friends, locations of schools, financial records, etc. For example, Asa and Emeline Tuttle, from Dover Meeting, were sent out to manage the school on the Quapaw Mission.

In addition to the Indian Boarding schools run by AECFIA west of the Mississippi, we are aware that Indigenous children were compelled to travel from their (New England) homelands, tribes, and families to the Carlisle Indian Industrial School and other such boarding schools. We wonder if any NEYM Friends played a role in this process? We have not finished examining the NEYM-Gurneyite records, and have not yet examined any of the post-1845 records of NEYM-Wilburite.

The Native American Boarding Schools Healing Coalition (NABS) and the Department of the Interior have particularly asked religious bodies to share school records showing names and tribal affiliations of children and their parents, and possible student burial sites located at or near school facilities, with identities and Tribal affiliations of children interred at such locations. We have only the slightest indication of detailed records of this kind in the NEYM Archives. We think that some may be in the records of the Associated Executive Committee of Friends on Indian Affairs (AECFIA), of which NEYM-Gurneyite was a part. There are AECFIA records archived at Haverford College, which Andrew will be exploring in April. In addition, school records may be archived in other places. Research further afield and ongoing collaboration with other yearly meetings and Quaker organizations will be necessary to fully understand the engagement and support provided by NEYM and its predecessors.

A note on time frame

Although the charge to us specified that “the boarding school era is post-Civil and Indian Wars until the mid-20th century,” the Memorandum from Deb Haaland, Secretary of the Interior, setting up the Federal Indian Boarding School Initiative, acknowledged that the Federal boarding school program actually began with the Indian Civilization Act of 1819, with the express purpose “to culturally assimilate Indigenous children by forcibly relocating them from their families and communities to distant residential facilities where their American Indian, Alaska Native, and Native Hawaiian identities, languages, and beliefs were to be forcibly suppressed.” Therefore, to thoroughly understand NEYM's engagement, we considered it necessary to look at this broader time frame: 1819-1969. We have found minutes which shed light on NEYM Friends' early concerns for Indians, including engagement in and support for the cultural assimilation of Indigenous children through education.

For instance, in an 1820 letter from Portland Friend Samuel Hussey to Moses Brown in Providence, Hussey sought guidance from members of Meeting for Sufferings in response to the governor of the new state of Maine, who had asked him if the society of Friends would take the Penobscot under their care. Friend Hussey later accepted an appointment to be one of the Maine “Agents of the Penobscot Tribe of Indians,” a position he held from 1823-1829.

The 1843 yearly meeting minutes include a lengthy report from John D. Lang (Vassalboro) and Samuel Taylor, Jr. (Fairfield) on their trip on behalf of New England and New York Yearly Meetings to visit Indians on the western frontier. The purpose of this trip had been described in the 1840 minutes as being, “to ascertain whether any way is open in the Truth, for us to promote their welfare and best good.” In 1869, as part of his “Peace Policy,” President Grant appointed John D. Lang to the newly formed Board of Indian Commissioners, a position which he held till his death in 1879.

Collaboration with others

Through a private website, Andrew has begun sharing his findings with a limited group of researchers who are exploring Hicksite and Orthodox Quaker involvement in Indian Boarding Schools. In the winter months, he has been hosting a weekly update via Google Meet, where Paula Palmer and Friends from at least five different yearly meetings have exchanged ideas and offered support to one another. Paula has extensive notes about various schools under the care of Hicksite and Orthodox Friends, from her research in archives at Haverford, Swarthmore, and Earlham. Paula and Andrew are exploring ways of collaborating, including developing a proposal for how to share materials with NABS, as appropriate.

Summary recommendations and funding request

1. **Working Group membership** — We are working well together as a team, bringing different skills to the work, and we would be happy to continue past February. We would also welcome several other people who have expressed an interest in helping search archival records. It may well be possible to have a summary account of NEYM's activity in this area prepared in time for NEYM sessions in 2023, given the work that Andrew and Janet are already doing and the interest of others in joining the effort.
2. **Funding** — We do not have a request at this time for stipends for the researchers engaged in this work. However, we do ask that authorized individuals be able to draw travel reimbursement from the yearly meeting, consistent with NEYM policy. So far, the NEYM Legacy fund is covering Andrew Grant's research work as an individual ministry. It is unclear whether that is the best long-term mechanism to support the work. SCUA is in the process of having all the New England Quaker records digitized at their expense. At our request, they have included bound volumes of printed yearly meeting minutes from NEYM-Gurneyite (the Yearly Meeting of Friends for New England) from 1845-1969 in the first batch sent for digitalization, which should be completed by the end of March. (See press release: library.umass.edu/news/new-england-quaker-records-to-be-digitized)
3. **Visibility** — We would like to work with the Right Relations Resource Group to make sure that our research questions, process and findings are visible both within and without the yearly meeting, including contact information for those who may know of additional source materials.

Plan of research

Having reviewed the materials in the UMass SCUA Quaker Collection and being aware of important materials located elsewhere, this is an outline of our current plan:

1. INITIAL PHASE (completed February 2023)
 - Develop project scope
 - Engage a potential research community; find out who is interested in joining a team; begin to explore collaborations with NABS, SCUA, and other YM's
2. GATHERING PHASE (March - July 2023)
 - Inventory primary texts from NEYM sources, starting with NEYM minutes and committee reports
 - Tabulate relevant financial records; consider intangible assets as well
 - Begin to gather names and tribal identities of children enrolled in schools under the care

of NEYM, as well as children from the NEYM region who were taken to Quaker boarding schools and/or were sent from NEYM managed schools to other boarding schools, such as the Carlisle Indian Industrial School.

- Identify key New England Quaker individuals and groups relative to boarding schools and develop background information and linkages to the boarding school initiative
- Preliminary report to Permanent Board in May, if so desired.

3. REPORTING PHASE, ROUND ONE (July and September 2023)

- Report to NEYM Sessions 2023, followed by ongoing regular reporting to Permanent Board.
- Work with others (Paula Palmer and other yearly meetings) to present the first annual report of relevant findings to the U.S. Department of the Interior and to NABS (leading up to Orange Shirt Day, 30 September, 2023, a day in honor of the Indigenous children who were sent to residential schools and forced to assimilate into the dominant culture, and to remember the children who perished.
<<https://www.orangeshirtday.org/about-us.html>>)

4. INTERPRETATION PHASE

- Consider publication of the findings; especially how relevant and sensitive information is conveyed to tribal partners — following a trauma-informed practice.
- Develop stories/narratives to move NEYM toward acknowledgment and repair.

5. EXPANDED RESEARCH

- Involve Monthly and Quarterly meetings in filling out information — personal biographies, artifacts, family stories — from the boarding school era.
- Use lists of NEYM Friends involved in this work to seek out correspondence, journals, artifacts, etc. to further illuminate the experience of Friends, and additional detailed information about the schools and students.

Relevant sources

- Oral history preserved in tribal communities about Quaker promotion of child removal or the experience of children attending boarding schools that involved Quakers.
- Written recollections such as the 1921 book, [American Indian Stories by Zitkala-Sā](#), which tells a Lakota Sioux child's experience at White's Indian School in Indiana, which was supported by NEYM-Gurneyite through the AECFIA. Zitkala-Sā later studied at the New England Conservatory. Did she have contact with Boston Quakers?
- Relevant NEYM Minutes & committee reports archived at SCUA
 - YM Minute books - including men's, women's and joint session minutes, including, during the separation, both NEYM-Gurneyite and NEYM-Wilburite
 - Minutes of Meetings for Sufferings (aka Executive Meeting, Representatives Meeting, and later Permanent Board)
 - YM Committee minutes and reports
 - Reports from NEYM-Gurneyite committees on western Indians, including reports from representatives to Associated Executive Committee of Friends for Indian Affairs (AECFIA)
 - Reports from committees on eastern Indians (primarily Penobscot & Passamaquoddy)
 - Treasurer's reports showing payments to the committees above and to AECFIA
 - Annual reports in women's minutes showing additional funds and materials raised for Indian

Missions.


- Other miscellaneous documents
- Records archived at the Maine Historical Society (MHS), including Samuel Taylor's papers and many early Maine Quaker monthly meetings records
- There may be personal papers of individual Friends in other historical society repositories or in private hands. For example, Asa & Emmeline Tuttle (who ran the Quapaw school and mission for some years) were from Dover Meeting, and there may be papers/correspondence of theirs somewhere
- Pertinent records outside of New England, for example:
 - Associated Executive Committee of Friends for Indian Affairs (AECFIA): NEYM-Gurneyite worked together with the other Orthodox yearly meetings, including the Philadelphia YM committee on Indian Affairs, in supporting schools and missions for what they referred to as the "Indians west of the Mississippi." The Haverford archive, where Andrew will be in April, contains 6 boxes of materials from the AECFIA. Among other things, he will be looking for financial records (income and expenditures), as well as procedures for selection and oversight of staff, individual school enrollment records, etc.
 - Records of Friends in Kansas and Oklahoma: We found lengthy reports in the yearly meeting minutes referring to several schools, and later missions, in the Quapaw Agency. We may want to reach out to yearly meetings in Kansas and Oklahoma who took over managing these schools and missions. Some are now under the care of indigenous Evangelical Friends Churches.

Concluding remark

This is dense material requiring tender care for past, present, and future generations. We intend to meet our spiritual ancestors in the course of their lives and to consider the impacts of decisions made, not to hold judgment but to be held together in the Light and Love that permeates all. We walk humbly on a path of truth and healing in response to explicit requests from the impacted Peoples.

QIBS ESSENTIAL BOOKS

Compiled by Andrew Grant as a finding aid
for Quaker 'Indian Boarding School' research, Winter 2023.

Zitkála-Šá (Red Bird). **American Indian Stories**. West Margin Press, 1921, 2021. 

The author, a member of the Lakota Sioux, recounts her experience of being taken to White's Manual Labor Institute in Wabash, Indiana. White's was founded and operated by Quakers, 1870–1895. See especially Chapter 3: "The School Days of an Indian Girl."

Pratt, Richard Henry. **Battlefield and Classroom: Four Decades with the American Indian, 1867-1904**. University of Oklahoma Press, 1964, 2003.  



The autobiography of the commissioned officer in the U.S. Department of War who founded the Carlisle Indian Industrial School, the flagship 'Indian boarding school' strategically located 'in civilization' near Washington, DC, the seat of power. From the start, Pratt relied heavily on Quakers for financial and moral support and key roles in the school.

Viola, Herman J.. **Thomas L. McKenney: Architect of America's Early Indian Policy, 1816-1830**. Sage Books, 1974.  

Biography of the U.S. War Department's first commissioner of Indian Affairs. "His maternal grandmother was Sarah Grub, a celebrated Quaker preacher of the eighteenth century. His mother, Anne Barber, reared her son in the faith until her death. He remained a Quaker, he later stated, in spirit if not in dress or demeanor" (page 3).

Kelsey, Rayner Wickersham. **Friends and the Indians, 1655-1917**. Associated Executive Committee of Friends on Indian Affairs, 1917.  

A comprehensive report by a leader of the Associated Executive Committee of Friends on Indian Affairs (AECFIA), through which yearly meetings collaborated to advance the forced assimilation of children. According to the [TriCollege Archive](#), the AECFIA "originated in 1869 in answer to President Grant's Peace Policy, officially giving management of Native Americans in the Central Superintendency (Kansas and the "Indian Territory") to the Orthodox branch of the Society of Friends."

Szasz, Margaret Connell. **Indian Education in the American Colonies, 1607-1783**. University of Nebraska Press, 2007.  

Review: "Armed with Bible and primer, missionaries and teachers in colonial America sought, in their words, 'to Christianize and civilize the native heathen.' The attempts to transform Indians via schooling and the Indians' reaction to such efforts are closely studied."

Preliminary NEYM Nominating Committee report to Permanent Board – 27 January 2023

The nominations below are for your **First Reading**. We look forward to bringing these names to the Permanent Board meeting on 11 February for second reading and approval. Please contact me directly at (603)933-2608 or jacqueline.stillwell@gmail.com with concerns or affirmations immediately.

Ministry & Counsel Clerk – Carl Williams, Plainfield Meeting to begin immediately

Recently served as clerk of Northwest Quarter; elder and experienced with Ministry and Counsel throughout the yearly meeting. Listens deeply, spiritually grounded, seasoned Friend.

Skills and gifts hoped for in the Friend serving in this role:

- *spiritual maturity and grounding in Friends faith and practice*
- *strong relationship with their local meeting*
- *evidence of a sustained gift in eldership*
- *depth of understanding of ministry, faith formation, Quaker practice, meeting life*
- *be a skilled, empathic listener, even while being able to hold a view different than the one expressed*
- *capacity to nurture trust*
- *consistent in clarifying and then meeting commitments*
- *be aware of key relational dynamics across NEYM*
- *be skilled at facilitating conversations among those holding differing perspectives*
- *communicate effectively in writing and in person*
- *be a good collaborator open to new methods and tools*

Description of service: *The Ministry and Counsel Clerk serves to foster and encourage the spiritual life of the Yearly Meeting as a whole through a ministry of prayer, listening, and eldership. This Friend will:*

- *Participate as a member of the Coordinating & Advisory Committee, with particular attention to prayerful eldership and the spiritual condition of Friends;*
- *Partner with the Quaker Practice & Leadership Facilitator to plan an annual meeting on listening for the Life in our local meetings;*
- *Invite Friends, both generally and particularly, to pray for the body of Friends in New England, both individually and in informal opportunities in person;*
- *Maintain awareness of Friends engaged in public ministry and of opportunities for furtherance of their work among Friends.*
- *Shepherd the annual State of Society report process for the Yearly Meeting, bringing a completed report to Annual Sessions each year;*
- *Participate in and advise on care for worship and eldership at Annual Sessions;*
- *Serve as part of the group shepherding the ongoing experiment in ministry and spiritual life, reporting on learning and insights, and preparing recommendations for further attention by the Yearly Meeting in this experiment;*
- *Encourage and support the Clerk of Permanent Board and Presiding Clerk to ensure opportunities to celebrate and share news of Friends' service in ministry, as part of meetings of the Permanent Board and during Annual Sessions.*

See the full approved role description [here](#)

Current Situation: *This is year three of a time of transition and experimentation for NEYM Ministry & Counsel. A willingness to listen deeply and broadly to the needs of the yearly meeting, to risk stepping into the unknown, and to create new ways of supporting each other will be essential.*

Permanent Board Clerk – Susan Davies, Vassalboro Meeting to begin August 2023

Currently serving as Recording clerk for Permanent Board; served on Clerk’s Table as Reading Clerk. Experience clerking across the yearly meeting in multiple areas that include ministry & counsel as well as recent involvement in Challenging White Supremacy and related witness areas. Spiritually grounded, seasoned Friend and systems thinker.

Skills and Gifts hoped for in the Friend serving in this role:

- *Spiritually grounded with excellent clerking skills.*
- *To be a systems thinker*
- *Knowledgeable about the direction and complexities of the Yearly Meeting—as an organization, and as a regional association of local meetings.*
- *Excited about the Purpose and Priorities of the Yearly Meeting as a way to support local meetings.*
- *Adept at managing complex projects; organized.*
- *Strong and clear communication skills with staff and volunteers.*
- *Ability to work with an existing team, in particular must work well with the Yearly Meeting Secretary, the Presiding Clerk, the Events Coordinator and the Office Manager.*
- *Shares enthusiasm and joy in the work; uses patience and Grace in managing and nurturing people.*
- *Comfortable managing change and can help stretch us into new places while also maintaining continuity of vision and previously discerned commitments and practices.*
- *Ability to manage and embrace conflict as an opportunity to learn and grow*
- *They need to know how to use their “public voice” carefully (when communicating to local meetings, as part of public statements, and around sensitive matters that will inevitably arise).*
- *Has shown the ability to maintain confidentiality and care when handling sensitive and difficult issues.*
- *Understands how to deal with legal issues— is judicious, practical and realistic about such matters.*
- *Systems and detail oriented; has administrative experience.*
- *Good at priority setting; ability to ask for help, and to delegate. Will ask specific, clear questions about the scope and nature of the work that the Permanent Board carries.*
- *Good at setting boundaries; being clear on what is and isn’t the work of the Permanent Board*
- *Committed to inclusive leadership development*
- *Fear and trembling in stepping into the role; humility; ability to listen and to be bold*

See the approved **Role Description** [here](#)

Current Situation: *The Yearly Meeting is transitioning from decades of history to finding new ways to be nimble and responsive to current issues. There is a focus on new leadership development, support of monthly meetings and specific issues (Noticing Patterns, Native American Apology, etc). It is a time to be willing to change, to learn, and to boldly try new things. A strong partnership with the Presiding Clerk benefits from a balance of skills between the Friends serving in these complementary roles; this position would begin in the 2nd year of our presiding clerk, Rebecca Leuchak.*

Meeting Accompaniment Group – everyone to begin immediately. This is a new committee. These Friends would be appointed with the prospect/possibility of a five-year term, but would start with a three year term because the recommendations from which these roles were developed will be reviewed in 2025.

This Group will meet together regularly to bring sustained and prayerful accompaniment to local meetings, with particular attention to walking alongside Friends serving their meetings in leadership roles (clerks, clerks of ministry & counsel, etc.). These Friends are charged with “accompaniment and “walking with” local meetings—not “fixing” issues that may arise. This body would not try to fix challenges in local meetings, but would pay attention to how to increase capacity of the meetings themselves to respond to the challenges they may encounter. This group would work in partnership with quarterly meetings, where possible and appropriate, and support the efforts and strengthening of quarterly meetings as they in turn seek to support local meetings.

Friends serving as part of this body would:

1. Regularly read and reflect on State of Society reports. Share insights to inform the writing of the annual New England Yearly Meeting State of Society report.
2. Pay attention to news shared in local meeting newsletters
3. Consider reports of Friends traveling and visiting (as well as visiting meetings themselves)
4. Participate regularly in monthly local meeting leader calls, and contribute insights to planning for these calls
5. Call or email to check in with clerks of meetings on the life of the meeting overall;
6. Meet and consult with the NEYM Presiding Clerk and Secretary (and the clerks of the relevant quarterly meetings, and others as appropriate) to support ongoing care and attention to the life of local meetings
7. As needed or requested, provide specific support and presence with meetings (and quarterly meetings) in times of crisis or need for particular accompaniment
8. Ensure appropriate integration and information-sharing within the group and with relevant partners (Secretary, Presiding Clerk, relevant staff), in ways that are consistent and timely, and that maintain appropriate confidentiality and care

Qualities hoped for:

- Open-hearted wonder and accompaniment, as opposed to problem-solving
 - Resource experience (child safety, family support...)
 - Geographical reach for five areas in the yearly meeting.
- **Gretchen Baker-Smith (Westport)**— longtime Youth Ministries NEYM staff person, familiar with many resources and issues, good experience meeting with families and children, has deep relationships Friends of many ages across the yearly meeting.
 - **Hugh McArthur (Hanover)**— former member of M&C, understands the M&C transition as he helped work towards it, and would bring many gifts. Skilled at listening to people, de-escalating situations, and not trying to fix the problem.
 - **Dorothy Grannell (Portland)**—an elder in the yearly meeting, has served in many different capacities and done a lot of networking work, an initiator of new ideas.
 - **Morgan Wilson (Framingham)** – currently accompanying Northeast Kingdom, has visited many meetings; very relational, a good listener.

- **Honor Woodrow (Putney)**—served as NEYM M&C clerk, worked widely across the yearly meeting, good at accompaniment and not trying to solve the problem.

Friends United Meeting: The purpose of this committee is to maintain and nurture the relationship between NEYM and Friends United Meeting (FUM) and to provide support for Yearly Meeting (YM) representatives to the FUM General Board and for the work of FUM. It meets as needed. The FUM Committee consists of the NEYM representatives to the General Board of FUM and all Triennial representatives. Representatives serve a three year term or until the next triennial.

Triennial representatives to the July 2023 meeting in Kenya; to begin immediately

- **Donn Weinholtz (Hartford)** – extensive experience with yearly meeting and diverse Friends; multiple trips to Rwanda and interested in learning about Friends everywhere. Serves on Permanent Board and with Friends higher education.
- **Diane Weinholtz (Hartford)** – current clerk of Hartford Meeting, worked on Rwanda projects; active across the yearly meeting, serves on Permanent Board
- **Hal Weaver (Wellesley)** – working to unite Friends of various theologies, geographies, and ethnicities through Black Quaker Project, and to enhance collaboration among Friends wherever possible.
- **Stefan Walker (Northampton)** – young adult Friend interested in getting to know Kenyan and other Friends
- **Ruth Heath (Concord)** - leading Concord Mtg in Kakamega Project/Care Center/school; served in Peace Corps in Africa; extensive experience with youth programming among Friends

[The following Friends were approved by Sessions in August 2022 for General Board: Frederick Martin (BHill), Kristina Keefe-Perry (Fpon), Jennifer Smith (Con), and for Triennial representatives: Maggie Fogarty (Dov), Kathryn Olsen (Sand)]

The Nominating Committee has 8 additional opportunities to serve joyfully. Please take a moment to review the [job description](#) and refer names that occur to you to the Naming Committee c/o Beth Hanson at dancingneedle@gmail.com.

Respectfully,
 Jacqueline Stillwell
 Clerk, NEYM Nominating Committee
jacqueline.stillwell@gmail.com
 (603) 933-2608 mobile

Nominating Committee Member Role Description

Responsibilities:

- Identify, encourage and nominate Friends with the gifts and skills needed to serve in a wide variety of volunteer roles on behalf of the Yearly Meeting.
- Understand the vision of the Yearly Meeting and what is needed to live into it.
- Develop leadership and build capacity
- Nurture a culture of healthy evaluation and feedback
- Express gratitude and recognize faithful service in its many forms
- Shepherd committees, emerging leaders and prepare for transitions
- Serve on working group of committee as well as full committee
- Accurate and timely record keeping in Google Drive and Airtable
- Faithful discernment, and maintenance of confidentiality
- Name and address difficult situations that arise with committees or individual appointments
- Attend monthly (or more often) committee meetings, prepare reports
- Exemplify and teach nominating best practices

Current Situation:

This is the third year of the integrated Nominating Committee, and as such it is still in a formative state. Wisdom and skills are needed to create, organize and maintain nominating practices and systems. Comfort with unknown and willingness to create something new is a plus. Facility with Google Drive and Airtable, or willingness to learn, is essential.

Gifts, skills, and experience:

- Spiritually grounded and experienced elder
- Experience with nominating among Friends
- Understanding of NEYM as a whole system; prior service in NEYM leadership or committees
- Diplomacy in inviting Friends to serve on a committee, working group, or role
- Understanding of the particular work for which they are nominating Friends, and of the gifts, skills, and experience needed to help this work be fruitful
- Knowledge of, and relationship with, Friends in their local and regional areas
- Organizational skills, including the ability to follow through on assigned tasks
- Time throughout the year for listening in encounters with Friends to understand the spiritual gifts, skills, and experience they might bring to service
- Reliability in attendance at meetings and completion of homework

Updates on Travel Minutes

One of our (joyful) responsibilities is to endorse Minutes approved by local and quarterly meetings for those led to travel in ministry outside of our yearly meeting. Another is to receive reports and responses from those who travel or who have received the traveling minister. This may be for a specific event/concern or may be more open-ended. Here is the relevant portion of Minute 17-60:

Responsibilities of Permanent Board:

- Permanent Board is responsible for endorsing travel minutes on behalf of New England Yearly Meeting for travel outside the yearly meeting, when clear to do so. (Endorsement is not automatic.)
- After endorsing a travel minute, the clerk of Permanent Board returns the signed travel minute to the traveler. Travelers should report back after completion of their travel (for a specific visit/event) or annually (for open-ended or ongoing travel). Written reports should be sent to Permanent Board, copied to Ministry and Counsel, and should include impressions and learnings from their travels, along with copies of any endorsements made by the meetings they visited. (This reporting is in addition to reports Friends make to their monthly and quarterly meeting.) Although written reports are generally sufficient, in addition, a person may feel called to request time on the agenda to report in person to Permanent Board or Ministry and Counsel, or the clerk of Permanent Board or Ministry and Counsel may request an in-person report.
- PB sends a copy of the endorsed travel minute to the clerk of Ministry and Counsel for tracking and follow-up/
- (These and other Minutes, including Annual Sessions, can be found at our website under Decisions and Discernment <https://neym.org/who/governance/decisions-discernment>).

Since there was little travel, and thus, little to report during much of the last three years, I did not attend to this responsibility as a priority. Now that it appears there is more intentional travel, I am reaching out to all those for whom we have records of endorsed Minutes to inquire about their status. I hope to have this completed by our May meeting and offer these updates:

Marian Baker (Weare) has an active travel ministry in East Africa and a care committee on each continent. She sends reports regularly to a wide email list, which have been compiled and featured in our Yearly Meeting News:

<https://neym.org/news/2020/01/letters-home-marian-baker-kenya>

<https://neym.org/news/2020/10/letters-home-marian-baker-east-africa>

<https://neym.org/news/2021/12/marian-baker-continues-her-ministry-east-africa>

<https://neym.org/news/2022/11/letters-home-marian-baker-east-africa>

Lisa Graustein (formerly Beacon Hill, currently Three Rivers Worship Group) has a support committee with which she meets regularly, although her Travel Minute is no longer in effect. We received this response from the Quaker Coalition for Uprooting Racism attesting to her faithfulness.

insert letter here

Debbie Humphries (Hartford) now residing in New Mexico, has a care committee at Hartford.

Rebecca MacKenzie (Quaker CityUnity) reports that she has been unable to find a support committee and now utilizes a faithfulness group who share together about their spiritual journeys. Rebecca asks to be released from her Minute.

"My experience is that the process of seeking discernment has been challenging and sometimes unpleasant.

I prefer to participate in a Faithfulness Group or two at this point and let go of the more formalized process of creating

a support committee and "traveling in the ministry." Please consider this as my report to those who may like to have a final report, if that is o.k..

Thank you for your questions that helped me to reflect on my experience of "traveling in the ministry."

I pray for guidance about what I can do to be a faithful follower of Jesus and our spiritual revival as the Religious Society of Friends.

I will continue to follow the Holy Spirit to do what I can to be faithful."

Benigno Sanchez-Eppler (Northampton) is currently the Carroll Bible and Quaker Studies Scholar in residence at Pendle Hill until May. He has an active committee of overhearers and is planning to return to Cuba at the invitation of Cuba Yearly Meeting and the Cuba Quaker Peace Institute, with the loving support of Puente de Amigos.

Respectfully submitted,

Leslie Manning
Clerk, Permanent Board



Quaker Coalition for Uprooting Racism response to the April 15, 2020 Travel Minute for Lisa Graustein

To: Leslie Manning, Permanent Board of New England Yearly Meeting, pbclerk@neym.org and to
Three Rivers Meeting Hosts, care of Salem Quarter, Kristina Keefe-Perry, stina.perry@gmail.com

August 2022

Dear Friends,

We are in receipt of your minute of recommendation for Lisa Graustein, formerly a member of Beacon Hill Friends Meeting, and now with Three Rivers Meeting.

Lisa Graustein has been traveling in the ministry with a concern for liberation and the healing work of striving for justice. Lisa has long held a vision for what the Beloved Community looks like and actively works to uproot racism in the world and especially in the Religious Society of Friends.

We are grateful that Lisa's work led her to be one of two co-facilitators, with Friend Niyonu Spann, for a year-long program - "Quaker Coalition for Uprooting Racism" (QCUR) during 2021 and 2022. QCUR was conceived and supported by the efforts of staff from Friends General Conference, American Friends Service Committee, Pendle Hill, and Friends Council on Education.

Through worship and guided teaching and facilitation, Lisa helped over thirty cohort members reflect on the effects of the long history of white supremacy in the United States and within Quakerism. Her ministry is powerfully communicated through body, mind, and spirit. Lisa brings this ministry to a wide community of seekers; her Light and open heart, grounded in Spirit's presence, are leading us in working together to accelerate our individual and collective capacity to create racial justice among (and beyond) Friends. Lisa and Niyonu have helped QCUR create a community of practice of racial justice changemakers who will continue to learn and experiment with actions together.

We share with Lisa and others an aspirational vision for a liberatory, Spirit-led Quaker community that is a fully transformed, co-creative community that is committed to the continuous process of dismantling white supremacy within the Religious Society of Friends.

Our love and prayers go with Lisa wherever this ministry leads and we are grateful for the Spirit she brings.

In the Light,
Quaker Coalition for Uprooting Racism Steering Committee

Vanessa Julye Linnea Halsten
Lucy Duncan Lewis Webb

Lauren Brownlee Bobby Trice
Francisco Burgos
Deborra Sines Pancoe