

**Permanent Board  
17 February 2018  
Concord Monthly Meeting**

**18-1: Worship and Prayer**

The meeting opened in worship and prayer.

In worship, a Friend offered John 4:19-24: The woman said to [Jesus], "Sir, I see that you are a prophet. Our ancestors worshiped on this mountain, but you say that the place where people must worship is in Jerusalem." Jesus said to her, "Woman, believe me, the hour is coming when you will worship the Father neither on this mountain nor in Jerusalem. You worship what you do not know; we worship what we know, for salvation is from the Jews. But the hour is coming, and is now here, when the true worshipers will worship the Father in spirit and truth, for the Father seeks such as these to worship him. God is spirit, and those who worship him must worship in spirit and truth."

**18-2: Cuba Yearly Meeting and New England Yearly Meeting Joint Minute**

The "Puente de Amor" between Cuba and New England Yearly Meetings has brought forward a proposal for a joint minute of the two Yearly Meetings (attached). Today, we are asked to endorse it on behalf of NEYM. Cuba Yearly Meeting is currently meeting in its annual sessions, and in this way both of our bodies can approve the minute together.

The Board approved. We are asked to hold Cuba Yearly Meeting in prayer, as well as our Presiding Clerk Fritz Weiss, who is traveling in the ministry in Cuba. His written report is attached.

**18-3 Welcome**

Sara Smith, member of Concord Friends Meeting and Permanent Board, welcomed us to the meeting house and oriented us to the facilities.

**18-4: Roll Call**

Present: Sarah Gant, Clerk; Rosemary Zimmerman, Interim Recording Clerk; Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Darcy Drayton, Christopher Gant, Ben Guaraldi, Ian Harrington, Elizabeth Kantt, Christopher McCandless, Jean McCandless, Sara Smith, Phil Stone, William Walkauskas, Donn Weinholtz, Mary Zwirner

*Ex Officio*: Noah Merrill (Secretary), Bob Murray (Clerk, Finance Committee), Elizabeth Reuthe (Secretary Supervisor), Shearman Taber (Treasurer)

Guests: JJ Smith, Kathleen Wooten

Regrets: Hannah Zwirner Forsythe, Galen Hamann, Leanna Kantt, Rebecca Leuchak, Gina Nortonsmith, Anna Radocchia, Carole Rein, Fritz Weiss (Presiding Clerk)

Not Present: Kimberly Allen, Tom Jackson, Elizabeth Szatkowski

We prayed together for several friends in the Yearly Meeting who are struggling with ill health, either their own or that of a loved one. In the pain and extremities of life, many of us have deepened our awareness of the sacredness in all life. The Clerk offered a quotation from John O'Donohue, sent to her by a Friend who could not be with us today: "We seldom notice that every day is a holy place, where the eucharist of the ordinary happens."

#### **18-5: Old Minutes**

We approved the Permanent Board minutes of 23 September 2017. The minutes from 18 November 2017 have already been approved.

#### **18-6: Secretary's Report**

Acton Meeting has given NEYM a gift in the amount of \$20,000. At the request of the donor, the Board approved designating this gift to the Legacy Gift Witness and Ministry fund.

We reflected on the "eight stages of change" document that our secretary shared at the previous board meeting. Considering the many changes in the Yearly Meeting over the past several years, he asked us where we found ourselves along this continuum—as individuals, as a gathered Yearly Meeting, and as the Permanent Board. We noted that there is always a tension between those ready to move forward and those who still hesitate. We want to remain in loving community with each other through this tension, which requires vulnerability and humility on both sides.

Please see the written report (attached) for full details.

#### **18-7: Archives and Historical Records**

Carol Forsythe, clerk of the Archives Committee, gave a brief verbal report. The written report is appended.

Archives Committee has worked at great length on a Memorandum of Understanding (MOU) with the Special Collections and University Archives of the W.E.B. DuBois Library of the

University of Massachusetts (SCUA) regarding the transfer of our archives to SCUA. The Archives Committee has approved this MOU, as has Rob Cox, Head of Special Collections. Archives asks Permanent Board to also approve the MOU.

The Board approved, with gratitude for the years-long work of the Archives Committee.

Monthly and quarterly meetings who wish to donate records to SCUA may find guidance at the Archive Committee's page on the NEYM website: <https://neym.org/archives>

### **18-8: Faith in Action Committee**

During Sessions 2017, we laid down the Peace and Social Concerns Committee, which had not met for many years. At that time, Sessions asked Coordinating and Advisory to discern how peace and social justice work might best be supported in the yearly meeting.

C&A has brought forth a draft Purposes, Procedures, and Composition document for a Faith in Action committee (FIAC).

Many Friends lifted a concern regarding the need for the oversight of ministry. The Board was clear both that this is a valid concern, and also that this concern is not FIAC's to carry. Oversight of Friends' ministry should occur at the monthly meeting level. We do ask that, in connecting individual ministers, FIAC ensures that there is a clear understanding of who *does* oversee their ministry. Concerns and needs will inevitably be brought to FIAC's attention. FIAC should feel empowered to share these concerns and needs with appropriate parties.

Permanent Board approved the Purposes and Procedures with changes, thereby approving the formation of the Faith in Action Committee. The purposes and procedures will be reviewed by Coordinating and Advisory and brought back to the Permanent Board for review after one year.

Link to the final, approved Purposes, Procedures and Composition of the Faith in Action Committee.

### **18-9: Fund for Sufferings**

We revisited the proposed framework for the new Fund for Sufferings, called "Fund for Sufferings—unrestricted." The Board approved, with minor alterations, and with thanks to those who have worked on this document.

Further, the Board approved renaming the old "Fund for Sufferings" as "Fund for Sufferings—Restricted."

With the recommendation of the Legacy Gift Committee, the Board approved redesignating \$25,000 from the Witness and Ministry Fund to the new Fund for Sufferings-unrestricted.

Link to the final, approved Framework for the Fund for Sufferings.

#### **18-10: Friends Camp**

We reviewed a proposed revision to Section 7 of the Friends Camp Governance Document regarding their budgeting process. Friends approved this revision.

#### **18-11: Social Media Update**

We heard an update regarding our social media channels from Kathleen Wooten. We have active accounts on Facebook, Instagram, and Twitter. Facebook is our most active channel; we are actively working on increasing our Instagram presence. The report was accepted with gratitude.

#### **18-12: Challenging White Supremacy Working Group**

We heard a report from the CWSWG. Their written report is appended. Friends are encouraged to invite the CWSWG to their meetings; curricula and other educational materials are also available. The report was accepted with gratitude.

#### **18-13: Legacy Gift Committee**

We heard a report from Jean McCandless, co-clerk of the Legacy Gift Committee. The LGC has \$70,000 to give away in the next cycle, and the deadline for spring applications is on March 1. The report was accepted with gratitude.

#### **18-14: Personnel Committee**

New England Yearly Meeting is currently inconsistent in its compliance with the Immigration Reform and Control Act of 1986. Friends Camp is in compliance; the rest of the organization is in non-compliance. The Personnel Committee of NEYM has discerned that refraining from fully complying with the Immigration Reform and Control Act of 1986 is not a living witness within NEYM today. Government investigation could prove very costly to NEYM, in terms both of finances and staff time. Personnel Committee recommends to the Permanent Board that New England Yearly Meeting should begin to comply with this law effective immediately. The Board approved.

We will share this decision as part of the Permanent Board report to Sessions in 2018.

#### **18-15: Ad-hoc Long-Term Financial Planning Committee Report**

In 2015 Annual Sessions, the ad hoc LTFPC told us, very clearly, that the Yearly Meeting needs a long-term financial plan to successfully connect our vision for NEYM with concrete, fundable, initiatives.

It's clear to the ad hoc LTFPC that a typical strategic plan would not work for our context. Instead, they have developed a funding, planning, and storytelling "framework" that will help us appropriately distill and collect our vision and work into a small number of themed initiatives. These initiatives would make a clear connection between vision and action, related to the five institutional priorities NEYM approved in 2015, and be clearly fundable, with a breakdown of each major cost element, a total for the whole initiative, and fundraising goals over the next three years.

The Permanent Board affirms this framework. Using the framework, we asked ad hoc LTFPC to develop 3 to 6 themed funding initiatives to be presented to Permanent Board in May. These initiatives would inform the budgets of future years, with a three year horizon.

We are grateful for all the faithful friends who have developed this work over many years.

#### **18-16: Nominating Committee Reports**

##### **From Permanent Board Internal Nominating Committee:**

Neil Blanchard (Framingham): Personnel Committee: Class of 2021

Eleta Jones (Hartford): Personnel Committee: Class of 2021

Maureen Lopes (New Haven): Personnel Committee: Class of 2021

Friends approved these nominations.

##### **From Clerks' Nominating Committee:**

Bruce Neumann (Fresh Pond): Rising Clerk: from 2018 through Sessions 2019; Presiding Clerk: from end of Sessions 2019 for up to three years

Gina Nortonsmith (Northampton): Reading Clerk: from end of Sessions 2018 for up to three years

Fritz Weiss (Hanover): Presiding Clerk: through Sessions 2019

Friends approved bringing these nominations to Sessions 2018.

#### **18-17: Development Committee**

Chris Gant, Clerk of Development Committee, gave the Development Committee report. Development Committee asks for approval to engage formally with Everence, a financial services company run by Mennonite Church USA, in the inauguration of a planned giving program in New England Yearly Meeting of Friends. A planned giving program would help support the developing long-term financial plan of NEYM as we work toward the goal of achieving financial sustainability.

Permanent Board approves of Development Committee engaging with Everence to create a draft memorandum of understanding (MOU) between the company and New England Yearly Meeting. This MOU would outline responsibilities on both sides regarding how the program would work, the marketing and communication support to be provided by Everence, a timeline and rollout plan to be undertaken by NEYM, and other related matters. This is not a contract, and would not commit NEYM to any financial obligation; its purpose is to outline the goals for the planned giving partnering program in light of NEYM's operational and fundraising goals.

Permanent Board asks DC to bring the draft MOU to Permanent Board for review and approval in May, with the ultimate goal of publicly launching NEYM's planned giving program at Annual Sessions in August.

### **18-18: Treasurer's Report**

Shearman Taber gave the Treasurer's report. This is a very busy time of year for him, and the job is an enormous amount of work. We received his report with gratitude.

The written report is attached.

Attachments/Links:

Cuba Yearly Meeting/New England Yearly Meeting Joint Minute  
Presiding Clerk's Report  
Secretary's Report  
Archives and Historical Records: Report  
Archives and Historical Records: Memorandum of Understanding  
Faith in Action Committee: Purposes, Procedures and Composition  
Framework for the Fund for Sufferings  
Section 7: Friends Camp Governance Document  
Challenging White Supremacy Working Group: Report  
Development Committee: Report



[Sarah B. Gant \(Mar 20, 2023 12:51 EDT\)](#)

Sarah B. Gant

DRAFT MINUTES Permanent Board 23 September 2017

Christopher McCandless and Charles Simpson (Burlington Monthly Meeting Co-clerk) welcomed Friends to Burlington Monthly Meeting.

**17-56 Opening Worship.** Friends gathered in worship with members of the Ministry and Counsel Committee, experiencing beautiful but warm weather shortly after the fall equinox..

### **Joint Session with Ministry & Counsel**

#### **17-57 Roll Call:**

Present: Sarah Gant, Clerk; Becky Steele, Recording Clerk; Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Darcy Drayton, Christopher Gant, Ben Guaraldi, Christopher McCandless, Jean McCandless, Gina Nortonsmith, Anna Radocchia, Sara Smith, Phil Stone, Bill Walkauskas, Donn Weinholtz

Ex Officio: Noah Merrill (YM Secretary), Jackie Stillwell (Former Presiding Clerk), Shearman Taber (Treasurer), Fritz Weiss (Presiding Clerk)

Regrets: Kimberly Allen, Hannah Zwirner Forsythe, Galen Hamann, Ian Harrington, Leanna Kantt, Rebecca Leuchak, Carole Rein, Elizabeth Reuthe (YM Secretary Supervisor), Elias Sanchez-Eppler (Clerk, Finance Committee), Rosemary Zimmerman, Mary Zwirner

Absent: Tom Jackson, Elizabeth Szatkowski

Members of Ministry and Counsel included M&C Clerk Honor Woodrow and Recording Clerk, Brian Drayton; Marian Baker, Beth Collea, Cliff Harrison, Jnana Hodson, Janet Hough, Callid Keefe-Perry, Meg Klepack, Hugh MacArthur, Jay O'Hara, Cornelia Parkes, LVM Shelton, J.J. Smith, Paul Spence, Sarah Spencer, Susan Vargo, Carl Williams

Guests: Charles Simpson (Co-Clerk Burlington Monthly Meeting), Ken Stockbridge (Presiding Clerk, Baltimore Yearly Meeting), Kathleen Wooten

**17-58 Presiding Clerk Report:** Expanding on his [written report](#), the Clerk announced the theme for Sessions 2018, based on a quote from Penn's *Fruits of Solitude*: "It is as great Presumption to send our Passions upon God's Errands, as it is to palliate them with God's Name." The Presiding Clerk noted that we act with fear and trembling, bold in God's service. Centering around a quote from William Penn also gives Friends a chance to pay attention to our past (and ongoing) colonization.

The Presiding Clerk invited Friends to take time to stop and celebrate. He has been reading Wendell Berry's volume of sabbath poems, *This Day*, realizing that the gate into the forest is narrow, so to enter it we must lay our burdens down.

Joyful news -- New England Friends are engaging with the larger church. The Clerk met with the Maine Council of Churches and heard how important Friends have been to its efforts. Also, a representative to Sessions from the Massachusetts Council of Churches told the Clerk that he found us to be exciting and alive in the Spirit of Christ.

**17-59 YM Secretary Report:** In the immediate aftermath after the white supremacy march in Charlottesville, the Secretary felt clear he needed to be in the streets, saying "no." He prepared a letter from NEYM acknowledging how Charlottesville was a mirror to us all. He joined other clergy to be a visible presence at a Boston march called to protest the hatred in Charlottesville. The clergy used a smartphone app called "Signal" to stay in touch, naming their group "Emmanuel" (God with Us). That name was beautiful to the Secretary, because it captured the intimacy of God being present at the march. The Secretary affirmed the leadership of people of color who were leading the march. He saw his job not to tell the story, but to be present and witnessing. The Secretary extended a hope and an invitation for us to stay present to Emmanuel as we carry forth our work, in recognition of the divine in each other, and also to feel a presence among us greater than the sum of our egos.

The Secretary also shared reflections on his [written report](#): We are in the midst of a time of renewal for Friends. He sees stirrings of life and hope, people stepping more fully into service and ministry. This is an existential generation for Friends. The decisions we make now will make a difference in whether there will be a thriving, relevant, living Society of Friends twenty



years from now. For the Quaker movement to grow and thrive, we must enliven existing meetings and start new ones. The Secretary encouraged Friends not to let fears of scarcity, or fears of “evangelical fervor,” stop us from growing new opportunities for folks to know about and come to Friends.

The Secretary also noted that we have vital work to do to encouraging and supporting those who are acting on our behalf in the world. Gifts of ministry are given not for the aggrandizement of individual Friends but are necessary for us as a whole. We must engage our tradition and see how it moves forth in fresh ways. Ours is a living faith that we can carry more faithfully in the world. The Secretary encouraged us to step more fully into boldness and into leadership, working together.

Finally, the Secretary noted our greatest challenge is what we’re called to believe: that there is light of God in everyone, even white supremacists. That’s hard. Friends must be visible in demonstrating love not just to those who look like us, but also those who are not like us.

**17-60 Ad Hoc PB/M&C Travel Minutes Working Group.** Janet Hough presented the work of the group, which also includes Carl Williams, Christopher McCandless and Karen Sanchez-Eppler.

Friends expressed appreciation for the group’s hard work. Accepting the [report](#) with gratitude, Friends **approved** laying down the working group, and also **approved** the following minute:

**1. 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 MM 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.

## **2. Responsibilities of Ministry & Counsel:**

- Ministry and Counsel is responsible for tracking the endorsed travel minutes on behalf of NEYM. As part of this work, Ministry and Counsel will support monthly meetings in their care of each traveler, including, if helpful, naming someone to follow-up with and help shepherd each traveler.
- Ministry and Counsel “shepherding” may include holding the travelers and their ministries and concerns in the light, checking in with the persons holding the travel minute, and requesting and reading reports on the traveling ministry. Shepherds should remind traveling ministers to report annually and/or at the end of the concern both to Ministry and Counsel, and to Permanent Board. Where appropriate, they may check with the monthly meeting care/support committee and/or yearly meeting committee associated with the travel.
- Note: The shepherding outlined above is in addition to, *and supportive of*, the regular, primary care provided to Friends with travel minutes by their monthly meetings and care/support committees.

Following lunch, members of Permanent Board reconvened as members of Ministry and Counsel went to their separate meeting.

**17-61 Memorial Minutes** Friends held in memory Friends Jean V. Blickensderfer, Joyce Kay Wilson

**17-62 Minutes:** Friends **approved** minutes from the PB meetings of August 5 and August 10, 2017.

**17-63 PB Purposes, Procedures and Composition:** To begin this new year of work together, the Clerk called our attention to the revised Purposes, Procedures and Composition of Permanent Board as approved at Sessions 2017.

**17-64 Treasurer Report.** The state of finances as we near the end of the fiscal year is uncertain. We should slightly exceed the \$142,000 budgeted for income. Individual contributions appear likely to meet the “stretch” goal of \$182,000. Monthly meeting contributions are down, and Finance Committee members are reaching out to meetings.

**17-65 Friends Camp Budget (Revised).** At the request of the Friends Camp Director, the YM Secretary presented a [revised draft budget](#) (which was approved by the Friends Camp Committee August 22, 2017. Friends **approved** the revised budget. The Friends Camp Director and YM Secretary, together with the treasurers for the camp and the yearly meeting, are working on streamlining the process for preparing camp budgets

**17-66 Development.** As we near the final week of the fiscal year, it appears we will meet the \$20,000 goal of new or increased giving, triggering a matching challenge gift. The committee will follow up with “Last Year But Not This Year (LYBNT)” donors to hit the stretch goal.

For the next fiscal year, the committee will work on creating a culture of pledging, for more predictability in income. It is sending e-mail solicitations to targeted groups of Friends, such as Permanent Board members and members of yearly meeting committees, as well as Young Friends. Chris Gant, the committee clerk, shared a heartening story of a Young Friend who responded to the appeal by quadrupling her contribution, saying, “this is my faith community.”

The committee held a fall retreat with Jennie Isbell Shinn, looking at the spirituality of fundraising. They worked on articulating a vision of what NEYM offers, inspiring giving.

The clerk reported that a small task force is working on outreach to monthly meetings. In addition, the YM Secretary, Development Committee clerk and Jennie Shinn attended a conference in Lancaster, PA sponsored by Everence, a Mennonite financial services firm. They examined issues and challenges surrounding money and considered other ways to encourage gifts, such as planned giving, or even NEYM credit cards.

The clerk concluded his report by saying, “If you don’t ask you don’t get.” He asked Friends, “Are you moved to give?”

**17-67      Ad hoc Challenging White Supremacy Working Group:**

Susan Davies, clerk of the working group, reported on the group's work. She thanked members who worked on this issue last year, and was happy that others joined the group after 2017 Sessions. The clerk expressed her sense of unworthiness, realizing this is her "growing edge." Recognizing that we can't see without the help of others, she felt the urgency of the call of Ruby Sayles: "Are you with me, my people?" The clerk expressed how fully, humbly, desperately we need to answer that call and be present to each other.

The clerk acknowledged the need to remain mindful of the work of other Friends, including those on the Racial, Social and Economic Justice (RSEJ) Committee. She also reminded Friends that we all need to be part of this work and cannot leave it to others. The Presiding Clerk has released Lisa Graustein, with oversight, to convene RSEJ, CWS, and other groups for an October 14 gathering to further engage the racial justice work going forward throughout yearly meeting. Part of the task is to reach out to Friends of Color to learn from their experience, and to provide monthly meetings with tools, some of which are already developed, to do this work. The clerk noted that the work is tender, and not everyone comes to it from the same place.

**17-68      Ad hoc Reparations Working Group:** Permanent Board Clerk Sarah Gant reported on the complex nature of the group's task, exploring possible corporate action on issues including white supremacy and reparations. The group must balance the need for education and soulful examination, while not losing track of possible concrete steps for action. There are many issues to parse out and untangle.

Leslie Manning has agreed to clerk the ad hoc working group. The plan is to identify committee members and bring a concrete charge, with actionable steps for Permanent Board's consideration at its November meeting.

**17-69      Proposal: Quaker Network to End Mass Incarceration**

**(QNEM):** Phil Stone reported that the group met at Sessions following a movie on mass incarceration. AFSC promised the help of a staff person, but is now facing budget difficulties. There was a very successful conference at Pendle Hill with Michelle Alexander. Phil referred Friends to his [written report](#). A website has been set up for the Network at [www.qnemi.org](http://www.qnemi.org).

Phil hopes that NEYM might provide institutional support for this effort. He has reached out to the RSEJ Committee, but has not heard back.

Friends discussed the concept. Friends recognized that after Sessions laid down the Peace and Social Concerns Committee, C&A was tasked with exploring ways to support Friends' social witness, but there is not yet an organizational structure in place to handle requests such as this. Friends noted that this is not the first time NEYM has been asked to provide support for Friends' social witness and other Quaker concerns, especially in connection with organizations outside the yearly meeting structure. This is a worthy issue, but there are many factors to consider, such as the burden on staff and NEYM resources, as well as seasoning organizational concerns (such as why AFSC laid down its support).

Friends were united in desiring to explore further how to support Friends' social witness. Friends interested in helping to discern a way forward were invited to give their names to the Permanent Board Clerk.

**17-70 Purposes, Procedures and Composition: Clerks Nominating Committee and YM Nominating Committee.** Friends **approved** the Purposes, Procedures and Composition for the Clerks' Nominating Committee and the Yearly Meeting Nominating Committees, with the additional edit that the Nominating Committee is tasked with finding a support committee for the Presiding Clerk.

**17-71 Internal Nominating Committee:** Friends **approved** the following nominations:

- Delaney Bennett as Clerk of the Personnel Committee (2020)
- Sarah Gant, Permanent Board Clerk (2019)
- Allen Kohrman to Internal Nominating (2020)
- Rachel Walker-Cogbill to the Clerk's Nominating Committee (class of 2019)

**17-72 YM Nominating Committee:** Friends **approved** the following nominations:

- Peter Colby (Framingham) to Sessions Committee-at large (2020)
- Melissa Foster (Framingham) to AFSC Corporation (2020)

- Sarah Gerould (Fresh Pond) to Earthcare Ministries of NEYM (2020)
- Elizabeth (Betsy) Kantt (Fresh Pond) to Permanent Board (2022)
- Rebecca Leuchak (Providence) to FCNL General Committee (2019)
- Fran Lightsom (West Falmouth) to Earthcare Ministries of NEYM (class of 2020)
- Peter Nutting (Vassalboro) to NEYM FGC Committee (2020)
- Charles Simpson (Burlington) to AFSC Corporation (2019)

**17-73 Friends Camp Nominating Committee:** Friends **approved** the nomination of Beno Chapman to the Friends Camp Committee (Class of 2020).

## **17-74 Announcements**

### **Informational Reports**

- Meeting Visits by Quarter (Draft)
- Friends Camp Summer Report 2017

*Presiding Clerk Report to Permanent Board*  
*February 2018*

Dear Friends,

I am unable to join you for this meeting of the Permanent Board. As you are meeting in Concord, I will be at the annual sessions of Cuba Yearly Meeting in Gibara. One of the items being considered at the CYM sessions is a proposal for a joint minute (Una Propuesta para una Minuta Unida) from CYM and NEYM addressing the current situation that prevents representatives from Cuba Yearly Meeting to travel to and attend New England Yearly Meeting. This minute, in English and Spanish, is in the advance documents for Permanent Board to consider. The US State Department has not been approving the single entry visas that are necessary for the representatives from Cuba Yearly Meeting to enter the country to attend NEYM sessions. The last named representative from CYM to our sessions who was approved to travel by our government was Kirenia Criado in 2015. Currently, the state department is not even accepting applications for the representatives named by Cuba to attend the 2018 sessions. Noah and I considered authorizing my signature on this minute as a time-sensitive public statement. However, the request is for a joint minute from both NEYM and CYM. My hope is that Permanent Board will be clear to endorse the joint minute on behalf of NEYM allowing me to sign with Odalys Cruz, presiding clerk of CYM while I am in Gibara. The 27-year history of our bridge of love with Cuba Yearly Meeting clearly supports this minute. I anticipate it will also be brought to our annual sessions in August to inform the body of the situation and to see if there are additional actions the YM might take. We already are working closely with Senator Leahy's office and are petitioning the State Department on the behalf of the Cuban Representatives named for 2018.

I am visiting Cuba with a delegation of five from New England. We will visit Havana Meeting, and attend the Annual Meeting. Three will then travel to Puerto Padre meeting to celebrate their reacquisition of the Quaker School in Puerto Padre and the work to create a new community center there. Our presence at their annual sessions feels especially important this year.

Coordinating and Advisory Committee has met monthly since the Permanent Board Meeting in November. We have continued to support the triennial review of the purpose, procedure and composition for five committees that did not complete this task last year. We have drafted a proposed charge for a committee to support witness among Friends in NEYM as directed by sessions when the P&SC committee was laid down. This draft proposal for a *Faith in Action Committee* has been forwarded to Permanent Board to consider at the February meeting, and, if approved, will be brought to sessions this summer.

My observation is that there have been few requests to C&A from YM committees for assistance or support this year. I think the work done over the past year on clarifying committee purposes and considering what resources and connections needed to be in place for Committees to do their work has been helpful.

C&A also continues to support the on-going conversation with Quarterly Meeting leadership focused on strengthening the quarterly meetings. I am hoping that the conversation about the role of quarters and

how the various quarters are filling this role is moving to the local level. I am aware of this conversation beginning at 5 of the 8 quarters.

C&A has endorsed a consultation on supporting the young adult friends in New England, and one for the Youth Ministries of the Yearly Meeting. C&A is also responsible for supporting and supervising the Secretary. We supported Noah in traveling in Ministry to Bolivia in January. The February edition of the NEYM newsletter includes Noah's reflections on this experience.

One of the essential purposes of C&A is to support the individuals serving the YM as presiding clerk, clerk of Permanent Board, clerk of Ministry and Counsel and Treasurer. I find this mutual support and encouragement very helpful. I look forward to each of our meetings.

There have been no public statements endorsed by the secretary and me for the Yearly Meeting since we met in November.

In 2014, the Yearly Meeting endorsed continuing for five years the temporary policy that supported some withholding of funds by individuals to NEYM due to concerns about the Friends United Meeting personal policy. The temporary policy will be brought back to annual sessions in 2019 with hope that there is more clarity. I have begun thinking and preparing for this conversation.

In November I reported on the theme chosen for the 2018 annual sessions and attributed it to a passage from William Penn. After that report I learned that the phrase we have chosen "**In fear and trembling be bold in God's service**" is not actually in the passage from William Penn that we cited. Yet each of us at the Sessions Committee meeting in September heard the passage with this phrase included. I think we were given this theme.

All of the individuals we have invited for the Plenary Panel and for the Bible half hour speakers have accepted the invitation. The clerks of the Yearly Meeting have had our initial review of the agenda we anticipate for business sessions. The agenda is again full. The February edition of the NEYM newsletter includes the first announcement of sessions and details about the speakers.

The report is not complete if I don't also share the experience of being carried by God's endless and transforming love that I continue to encounter almost daily in my service as clerk. I hope you hear in this report a little bit of how God is with us in this new year.

Love

Fritz Weiss  
Presiding clerk



To: The Permanent Board of New England Yearly Meeting of Friends  
From: Noah Merrill, Yearly Meeting Secretary  
Re: Report in preparation for our meeting on February 17, 2018

Dear Friends,

With prayer, joy and expectation, I am looking forward to our time together on Saturday.

A reminder of my overall priorities for service this year:

- 1) Strengthen our capacity to support local meetings, and to start new meetings;
- 2) Connect and encourage those called to ministry and those who support them;
- 3) Foster our capacities and tools for spiritual formation and religious education;
- 4) Help us transform our spiritual relationship with money and ministry, that we might—in the words of John Woolman—“...turn all we possess into the channel of Universal Love...”;
- 5) Sustain attention on nurturing both the *institutional* dimensions of our work and the *organic* dimensions, keeping focused on the health of the wider ecology of the Quaker movement and the Spirit’s invitation to new Life.

In my last report, I spoke about my emphasis this year on **alignment**, with the hope that all of us involved in service through the yearly meeting can cultivate a more shared vision of what is happening, and our respective and complementary roles and responsibilities as stewards of Friends’ wider ministries.

Specific notes on some of my work since November:

- For past few months I have worked with Ben Guaraldi (in his role as clerk of the **Ad Hoc Long-Term Financial Planning Committee** [LTFPC]) and several other Friends to help translate our listening, discernment and work in the last few years into a plan for our work as an organization.

This has developed into a presentation that, having been approved by the LTFPC, we are bringing to Permanent Board for consideration, input and (we hope) initial affirmation.

Input and comments will then be sought from New England Friends more widely. As a reminder, the goal is—after wide input and contributions from Friends across New England—to bring this “plan” to PB again in May, so that they it can be forwarded to Sessions for consideration and (God willing) approval of key elements to guide our planning, service and fundraising going forward.

- Working with Development Clerk Chris Gant (Beacon Hill) and consultant Jennie Isbell-Shinn (Mt. Toby), I have continued to engage in rigorous and

detail-focused work to **develop a model of major gifts fundraising** in NEYM that is grounded in our faith as Friends. I'm grateful for the courage, deep care, and excitement that Friends have brought to these conversations, as donors, as co-laborers, and as advisors.

As you know, Development Committee and all of us charged with stewarding the financial support for the ministries of New England Friends have significant work before us, especially this year and next year. I am encouraged by the many steps—one at a time—that we are taking to build a more robust development program together, and to the spirit of possibility, risk and joy that I have felt as we move forward. We have come a long way, and we have a long way still to go together. Coordinating & Advisory Committee continues its work to strengthen and support Development Committee so that this essential aspect of our work has the constellation of skills and gifts that it needs.

- I am continually aware of the challenges facing our structures for nominating—for naming and cultivating gifts, and for leadership development and succession planning. Coordinating & Advisory Committee continues to focus on supporting these bodies, but persistent challenges remain, both in finding Friends with the relevant skills and gifts to serve in these groups, and in supporting the Friends serving in these roles to identify people with the skills and gifts to serve in the many roles to be filled. Some days it feels like we are just one term expiration away from a crucial function or responsibility being dropped, with the ripples impacting many other parts of our work. Going forward, fostering the health and resilience of this aspect of our work feels to me like one of our crucial challenges. I don't believe there is a quick fix; we are being called to consider new ways of being, seeing and relating.
- Sara Hubner and I have been working on two projects that are inter-related. The first is the **redesign of neym.org**. We have developed a draft request for proposals (RFP), and have two web development agencies we believe are strong candidates, both of whom we will be meeting with in the next two weeks. Our current hope for completion of the project, subject to revision in consultation with the developers, is the beginning of fiscal year 2019 (October 2018).

The second is a more consistent higher-quality approach to **graphic design and communications**, to help both our print and digital publications be easier to read, more compelling and more useful. As our publications needs have evolved in recent years, we have been blessed by help from volunteers and freelance designers for several one-time projects. We hope this project will improve and streamline our ability to present information as we share news, events, resources and important information to support the life and ministry of Friends.

- Preparations are well underway for the April **Living Faith** event. Initial advance

publicity has been distributed. This will be our new Events Coordinator Elizabeth Hacala's first large event with NEYM, and the planning team is working well together. The members for this event are Lisa Graustein (clerk), Elizabeth, Hannah Zwirner-Forsythe, Jay O'Hara, Sarah Cushman, and myself. Holly Baldwin (Fresh Pond) will lead morning worship. The format will follow the design of previous events, with many improvements (most behind the scenes) based on our learning from the previous two events.

One change is that while the event will still be Pay-As-Led, the recommended cost structure will be slightly higher, owing to the need to pay for the venue in Portland. We are planning to accommodate roughly 200 attendees, 70 more than when we offered the first *Living Faith* in Portland in 2016.

- An energizing and fruitful **gathering hosted by the Youth Ministries Committee** happened on February 3 in Worcester, with more than thirty Friends filling the meeting room at the Worcester Meetinghouse. The event, facilitated by Nils Klinkenberg (Director of Beacon Hill Friends House), included parents, experienced youth volunteer staff, committee members, NEYM staff, former participants, and Friends bringing expertise in religious education, child development and psychology, education, and more. The purpose of the event was to offer input and guidance to inform the Youth Ministries staff and committee in the continuing evolution of both the Youth Ministries retreats and the wider web of Quaker youth ministries across our region. We hope to have a more detailed report to share more widely soon, once the notes are collected and analyzed.

The gathering described above was part of a series of events in the past two months reflecting on the current life and imagining the future for our ministries with youth and young adults. Hilary Burgin and Nia Thomas organized a consultation on the future of the young adult retreat program, and Young Friends engaged in a similar exploration during their Midwinter gathering.

Throughout these challenging and enlivening conversations, I have been encouraged that we—as the organization of NEYM as a whole—are growing in our ability to listen for guidance and feedback to inform our work in ways that are increasingly inclusive and invitational, allowing us to incorporate feedback as we go, trying new ideas, learning from our experience, and taking new risks. This responsiveness is a sign of increasing health to me, and the energy generated in these consultations gives me great hope for the future of these ministries and how they relate to the wider ecology of Friends.

We are giving attention this year at how we can sustain and strengthen our beloved traditions of youth and young adult ministry, think creatively about our program models, steward our resources of time and money, and connect more deeply and relevantly to the life of our local meetings. As I mentioned

last month, the timing of these conversations seems good as we align our work with our core purpose and priorities this year.

- As previously announced, I have hired **Maggie Nelson** (Portland) to serve as **Interim Young Friends Coordinator** while Nia Thomas is on maternity leave, beginning March 15 and concluding just after Annual Sessions. More about Maggie is available [here](#) or at neym.org.
- I recently returned from close to two weeks in Bolivia supporting the formation of the Spanish-speaking body of the Friends World Committee for Consultation's (FWCC) Traveling Ministry Corps. A reflection on this experience was included in the introduction to the February NEYM email newsletter. You can [read the February newsletter here](#), or on the homepage of neym.org this month.

###

## Report of the Archives Committee with Request for approval of the Memorandum of Understanding

In February 2016, the Permanent Board approved the Deed of Gift of the New England Yearly Meeting Archives transferring ownership and care of the Archives to the Special Collections and University Archives of the W.E.B. DuBois Library of the University of Massachusetts (SCUA).

Since that time, the Archives have indeed been moved. Our committee has been busy working with SCUA on the procedures which now allow Monthly and Quarterly Meetings to also transfer their records with deeds of gift. This has resulted in both the completion of the Memorandum of Understanding (MOU) as well as the forms needed by meetings transferring documents and materials to SCUA.

In concert with the final drafting of the MOU, the committee spent most of 2016-17 revising the collection policy both to reflect the Archives new home, but to also try to give Meetings a clearer sense of what documents and materials such as video would be appropriate for transfer to the Archives at SCUA.

With the completion of the MOU and the Collection Policy, we as a Committee are now turning our attention to working with Meetings on the transfer of documents to SCUA. We are now taking up the charge of discerning what the Yearly Meeting needs are for an archivist to support NEYM and the monthly Meetings in this work.

The Memorandum of Understanding (MOU) between New England Yearly Meeting and SCUA lays out the expected communication between the organizations as well as the documents and directions for transfers to SCUA. The Archives Committee looks forward to the on-going development of the work with SCUA to support the Yearly Meeting, our monthly and quarterly meetings and researchers. The MOU specifies our agreement to an annual review of the understanding. We understand that relationships between organizations can change with time. The MOU may in the future be amended to address needed changes.

In particular, two areas are detailed in the MOU, as they were in our letter to Monthly Meetings regarding both what the deed of gift means regarding copyright and the rights of Meetings to protect privacy of individuals for a period of time.

The Committee spent time in collaboration with Rachel Onuf and SCUA to detail what the nonexclusive copyright means for the donating Meeting and for individuals who may have individually authored or created donated material. We worked to ensure that the Deeds of Gift forms make clear the choices that Meeting have regarding copyright of the material they are transferring to SCUA.

Privacy has been another area with which the Committee has spent time to articulate policies and come to agreement with SCUA to ensure the privacy of

persons. The MOU provides for the closure of documents to research upon request for either 20 or 40 years upon donation.

The Archives Committee has approved this MOU as had Rob Cox, Head of Special Collections. We are asking for the review and approval of Permanent Board before we proceed with making the MOU official with signatures from both Yearly Meeting and Rob Cox.

## **Memorandum of Understanding relating to the Records of the New England Yearly Meeting of Friends (referred to in this document as "The Collection")**

### **Part 1.**

The Department of Special Collections and University Archives of the UMass Amherst Libraries ("SCUA") and the New England Yearly Meeting of the Society of Friends and its constitutive bodies ("NEYM") bring different gifts to the relationship formalized with this document. SCUA brings knowledge and expertise in managing, maintaining, and providing access to archival collections and institutional records. NEYM brings knowledge of the history and organization of itself and more broadly Quakers, as well as contacts and communications systems with and among NEYM and the individuals that form the corporate body called NEYM. Both parties also bring a willingness to work together to ensure that records with enduring historical value continue to be created, collected, preserved, and made accessible.

This Memorandum of Understanding is intended to be a living document. Both parties understand and agree that changes in process and procedure may become necessary over time. This Memorandum of Understanding will serve as a place to record mutually agreed upon changes. At a minimum, both parties should review this document every year and they should both agree that it is working well. In the event that one or both feel that changes should be made, or new agreements and understandings recorded, they should collaborate to find a mutually agreeable process and procedure.

### **Part 2.**

As stated in the Deed of Gift, SCUA and NEYM agree to work collaboratively to:

- A. Understand the content of The Collection, and resolve any ownership, copyright, and privacy issues that may arise during the cataloging of the collection, or once intellectual access to The Collection is given to the general public.
- B. Develop systems of communication to aid the future collection of records from Monthly and Quarterly Meetings and the Yearly Meeting. SCUA will provide the Archives Committee with an annual report each May, in time for the Archives Committee to prepare its report that is due to NEYM in June. The Archives Committee will update SCUA at least annually about committee goals and any concerns that may have arisen under this agreement.

### **Part 3.**

This section contains the elaboration of policy and procedure mentioned in the Deed of Gift, which specifically refers the parties to the Memorandum of Understanding in four places. It is, however, not intended to limit either party to just those areas if both parties discover other areas that need mutual agreement. Sections may be collaboratively added, subtracted, or edited as the need arises. "Contacts and organizational structures," for instance, is a new section that was not referenced in the Deed of Gift.

**A. Contacts and organizational structures**

As an aid to collaboration, both parties will keep the other updated about who to contact to get help or support. For NEYM, possible points of contact include: the NEYM Archivist, the Clerk of the Archives Committee (Carol Forsythe), the NEYM Secretary (Noah Merrill), and the NEYM Office Manager (Sara Hubner). All appropriate contact information is to be kept updated by NEYM. For SCUA, possible points of contact include: the Head of Special Collections and University Archives (Rob Cox) and the Curator of Collections (Danielle Kovacs). SCUA will keep contact information up to date.

**B. Ownership Issues**

1. NEYM, and in future, the donating constitutive body, agrees to convey to SCUA all legal title to The Collection as an unrestricted gift, except as specified in the Deed of Gift and this Memorandum.

2. SCUA agrees that in the event that it shall decide not to retain any materials within The Collection, all such materials shall be returned to the donor, upon request, at SCUA's expense.

**C. Copyright Issues**

1. NEYM, and in future, the donating constitutive body, agrees to share ownership of any and all copyrights in The Collection that they hold and grants SCUA a nonexclusive right to authorize all uses of these materials for non-commercial research, scholarly, or other educational purposes pursuant to a Creative Commons Attribution, NonCommercial license.

2. Some of the discretionary uses incidental to The Collection's inclusion in SCUA (including, but not limited to digitization, exhibition, display, and research access), may implicate copyrights. To the extent that such activities are not already permitted under statutory copyright exceptions such as fair use, NEYM or the donating constitutive body grants SCUA an irrevocable non-exclusive royalty-free worldwide perpetual license for all reasonable discretionary uses.

3. It is understood that NEYM, and in future, the donating constitutive body, can legally transfer only those rights which it owns; and that The Collection contains materials for which copyright is owned by other parties. In such cases, SCUA will direct researchers who wish to publish this material to request permission directly from the copyright holder. SCUA will also inform researchers in situations where copyright ownership cannot be ascertained.

4. Should NEYM, any of its constitutive bodies, or individuals who have signed release agreements for donated materials request, they may retain copyright for clearly designated portions of The Collection for a clearly specified duration.



5. To the extent that NEYM or the constitutive body holds copyright to the materials in the Collection, that copyright is shared with SCUA and either entity may grant permission to publish material.

6. Requests to publish from any materials in The Collection for which NEYM, any of its constitutive bodies, or individuals who have signed release agreements for donated materials elects to retain copyright, apart from those permitted under statutory copyright exceptions such as fair use, shall be forwarded to the NEYM Archives Committee for consideration.

**D. Privacy and Sensitivity Issues**

1. NEYM reserves the right to restrict research access to any body of records within The Collection due to concerns over personal privacy, confidentiality, or any other points of sensitivity. It is understood by both parties that it may not be possible, in every case, for NEYM to make the request for closure prior to transfer of the records to SCUA. For the original donation, NEYM will make every effort to determine which, if any, materials require closure as soon as possible after the transfer. If any materials are designated for closure, this will be clearly communicated in writing to SCUA and the materials themselves will be clearly identified. The containers of any closed material, as well as any accompanying finding aids or inventories, will display a firm date after which the records can be made available to all researchers.

2. Any material the prospective donating body deems to be sensitive may be restricted for a set period of time: either 20 years or 40 years from the date the Deed of Gift for that material is signed. Different time restrictions may be negotiated with SCUA on a case-by-case basis. Materials deemed too sensitive ever to be made available to researchers should not be transferred to SCUA.

3. Through the Clerk of the Archives Committee, NEYM or any of its constitutive bodies may request access to its own restricted materials during the period of closure; all other use shall be prohibited. The Clerk will notify SCUA via email of any decisions about granting access to restricted materials, cc-ing the Secretary of NEYM.

**E. Ongoing Deposits**

1. Future accruals to The Collection are expected and shall be deemed as falling under the terms of this agreement.

2. NEYM and SCUA will work to encourage the donation of future additions to The Collection, including records of NEYM, its Quarterly and Monthly Meetings, and other constitutive bodies.

3. Donations of physical records and digital records will be accepted by SCUA at any time and must be accompanied by a signed Deed of Gift. The Deed of Gift

form, the collecting policy for the Archives, and guidelines for donating materials are available on the Archives Committee web page: <https://neym.org/archives>.

4. Donations of recordings of oral history interviews, personal statements such as Spiritual Journeys, presentations, or performances should include copies of signed release forms, if at all possible. If releases were not obtained or are not available, the donor should indicate why, to the best of his or her knowledge (e.g., the person recorded is now deceased). These release forms are also available on the Archives Committee web page: <https://neym.org/archives>.



NEW ENGLAND  
YEARLY MEETING  
— OF FRIENDS —  
QUAKERS

## Faith in Action Committee

### Purposes

To support the public witness of Quakers in New England. To listen for where Friends from across New England are active, to amplify what is happening locally, to connect Friends with each other, to help form networks among Friends who carry related concerns, to highlight and share the news of Witness among Friends, to listen for where Spirit is moving us. The Faith in Action Committee does not do, oversee, or own the work of witness in New England Yearly Meeting; rather, it connects those who are active in witness.

### Procedures

- Listen – (quarters, monthly meetings, Earth Care Ministries, the Committee on Racial Social and Economic Justice, Legacy Gift, Prophetic Climate Working Group, Friends working for Immigration Justice, Israel Palestine Working Group, etc.). The Committee will subscribe to the various listservs and newsletters of these groups, and will use social media and websites to help the committee stay informed about the work being done. When invited or when opportunities arise, members of the committee will attend meetings of quarters, monthly meetings, committees or groups active in witness to learn more about their work, or to help them connect with others.
- Amplify – The committee will use the tools available (the NEYM monthly e-mail newsletter, social media, etc.) to share information about witness that is occurring among Friends in New England.
- Form ad hoc networks – The committee will connect Friends who are carrying the same or related concerns. The committee will invite Friends to share among each other lessons learned and challenges faced.
- The committee will serve as a resource to the presiding clerk and secretary when drafting time-sensitive public statements.
- The committee may be called to consult with the clerk of Permanent Board to inform discernment about distributions from the Fund for Sufferings.
- The committee will work with the Yearly Meeting staff to make use of Yearly Meeting resources (newsletter, Zoom, Salesforce, etc.) as appropriate to support amplification and the forming of networks.
- The committee will consult with the presiding clerk and secretary about where Spirit is moving among Quakers in New England. This may include assisting in developing the agenda for annual business sessions, or preparing items to bring to the gathered body.
- The work of the committee continues throughout the year and does not wait on committee meetings. The committee will meet once in September to coordinate the work

for the coming year and once in May with the presiding clerk to consider what might inform the agenda for annual sessions. Additional meetings may occur as scheduled by the committee clerk, but the bulk of the work is done through ongoing conversations and communications among committee members.

### **Composition**

- Three Friends named by Nominating Committee and approved by the Yearly Meeting for staggered 3-year terms, renewable
- Clerk named by Nominating Committee, approved by the Yearly Meeting

The committee seeks individuals comfortable and skilled in communication, facilitation, and listening. The committee maintains linkages with the Witness and Ministry Committees of NEYM (ECM, RSEJ), Legacy Gift, Ministry & Counsel, and with the presiding clerk and secretary. The Committee maintains linkages with quarterly meetings and with monthly meetings.

*Note: These purposes and procedures will be reviewed by Coordinating and Advisory and brought back to the Permanent Board for review after one year.*

Approved: Permanent Board 17 February 2018



NEW ENGLAND  
YEARLY MEETING  
— OF FRIENDS —  
QUAKERS

## **Approved Framework for the Fund for Sufferings**

### **Purpose**

The Fund for Sufferings exists to support New England Yearly Meeting (NEYM) as it provides financially for the needs of Friends who suffer as a result of their witness to Truth.

### **Criteria for Use**

The Fund for Sufferings is available to support Friends who suffer as a result of their faithful witness, and is intended to respond to urgent needs precipitated by witness. This Fund is not to be used for releasing ministers or for other ongoing expenses, except where needed to ensure continuity of support (for example, legal expenses for a prolonged period, when available).

### **Eligibility and Use of the Fund**

The Fund for Sufferings will be available to members in good standing of the Religious Society of Friends active in New England, but may be extended to others (for example, non-members and attenders, as well as people of other faiths participating in a Quaker-led activity) based on the discernment and discretion of the clerk of the Permanent Board, and on a case-by-case basis. Support should not be presumed, and is not guaranteed, so timely consultation with the clerk of the Permanent Board is strongly suggested.

Examples of time-sensitive expenses that might receive support from the Fund for Sufferings include but are not necessarily limited to: legal expenses resulting from nonviolent direct action and holy obedience/civil disobedience, including bail and expenses related to arrest, property damage/loss and incarceration; legal proceedings or financial penalties related to conscientious objection to military service or war tax refusal; and medical expenses resulting from injuries sustained or illness contracted in the course of public witness.

### **Application**

Requests including any relevant documentation may be made to [sufferings@neym.org](mailto:sufferings@neym.org). Requests may be submitted by the potential recipient directly, and may also be made on behalf of that person(s) by their local meeting or by another person aware of the need. In some cases, the clerk of the Permanent Board may approach potential recipients without receiving a request.

## **Distribution**

Funds will be disbursed upon approval by the clerk of the Permanent Board, who will determine eligibility and appropriateness of requests in consultation, as needed, with members of the NEYM Faith in Action Committee and others closely connected to the witness or concerns in response to which the need arises. If the Permanent Board clerk is unavailable, the presiding clerk or Yearly Meeting secretary may authorize disbursements. Disbursements will, under normal circumstances, take one to two weeks for the checks to be issued. To ensure a more rapid response, arrangements may be made prior to activities which might result in need of these funds.

## **Review and Replenishment**

Annually, the Permanent Board should conduct a review of the activity of the Fund and determine whether current funds are adequate to the present and anticipated needs to support New England Friends' witness. Replenishment of the Fund by transfer of other unrestricted NEYM-administered funds and/or by wider appeal for contributions will be coordinated with the Yearly Meeting secretary, who will ensure coordination with other financial stewardship and fundraising efforts.

## **Reporting and Accountability**

The clerk of the Permanent Board will report with general information on all recent disbursements (excluding any legally or pastorally sensitive information) at the next meeting of the Permanent Board, and annually to Sessions.

## **Accounting**

A new revolving account in the NEYM Operating Division books called "Sufferings-Unrestricted" will be created, and the current revolving account will be renamed "Sufferings-Restricted." The same policies and procedures for distribution will apply to both, with the exception that restricted funds may be used only for this purpose, while designated funds may be repurposed by decision of the Permanent Board. Having two accounts will allow NEYM to solicit, manage and disburse both board-designated funds (such as allocations from the Legacy Funds) and donor-restricted funds (such as those currently in the original Sufferings Fund) without creating the possibility for confusion of the status of funds in each account. The current Sufferings Fund balance (\$4,939.32 as of 11/7/2017) is understood to be donor-restricted.

Approved: Permanent Board, 17 February 2018

## **Friends Camp Governance Document**

Proposed Revision 2-8-18

### **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, the YM Secretary, the YM Treasurer and Permanent Board, and will be published in the YM annual directory.

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.



***ad hoc* Challenging White Supremacy workgroup**  
**Report to the Permanent Board, February 17, 2018**

*Ad hoc Challenging White Supremacy workgroup: Susan Davies, clerk, Xinef Afriam, Fran Brokaw, Julie de Sherbinin, Jeremiah Dickenson, Lisa Graustein, Anita Mendes, Carole Rein, Will Taber, Mary Zwirner*

With gratitude for contributions from Permanent Board and several monthly meetings, and for Woolman Hill's generosity, the Challenging White Supremacy (CWS) workgroup held a retreat January 26-28, 2018. Contributions were sufficient for us to hold the retreat with minimal discount from Woolman Hill's regular fee. Eight of ten CWS members were able to attend, along with guests, Fritz Weiss and Tazah Garcia. The retreat enabled us to more fully unite with each other in our mission, and to better know one another as we continue holding the work of racial healing and dismantling white supremacist thinking and behavior.

Contributions toward CWS Retreat at Woolman Hill		
Work Group Members	as led contributions	\$ 1,050.00
Permanent Board		\$ 300.00
Portland MM		\$ 100.00
Vassalboro MM		\$ 100.00
Wellesley MM		\$ 75.00
North Shore MM		\$ 50.00
	<b>Total:</b>	<b>\$ 1,675.00</b>

**Design Principles of our work** (established at October 14, 2017, Lisa Graustein mtg on NEYM leadership re: challenging white supremacy)

We re-affirmed that all our work and outreach should strive to be:

- Invitational
- Inclusive
- Grounded in the Spirit
- Action and Forward-Oriented

And, we added at the retreat:

- Prophetic
- Conducted to promote awareness of intersectionality, (racial justice, environmental justice, economic justice, gender equality, etc)

**Visioning for Sessions 2018 - IN FEAR AND TREMBLING, BE BOLD IN GOD'S SERVICE**

Some things we know we want to do at Session:

- **We want to “Be Bold”**—to challenge the Body to stretch, and attune to the prophetic call, and the spiritual imperative of racial healing and justice
- **We want Friends to feel awakened and encouraged to lean-in to the work** – to release a buzz of excitement, motivation, engagement and positive intent
- **We want to provide cross-cultural opportunities** - to forge relationships, friendships, sharing, curiosity and openness to ways of worship and fellowship that might be more welcoming to more people
- **We want to celebrate intersectionality** – to strengthen awareness of beneficial connections between racial justice, climate justice, economic justice, and promotion of radical inclusion within NEYM, and in the world.

### **Ongoing and Planned Actions**

- *Immediate* –develop queries for monthly meetings to explore racial sensitivity and identity
- *Immediate and ongoing* - establish a consistent social media and newsletter presence
- *Immediate and ongoing* – continued outreach to Fellow Travelers beyond CWS workgroup
- *April 14, 2018* – offer 2-3 race-related workshops at Living Faith Gathering, including sharing curricula for successful monthly meeting racial dialogue series.
- *Sessions 2018* – presentation at meeting for business plus Listening Sessions and/or workshop
- *Fall 2018* - Offer “Capacity-Building” workshop – (opportunities for potential racial dialogue leaders to learn from each other)
  - Goal: establish pairs of trained individuals to help initiate / support monthly meeting racial dialogue

MINUTE OF RECOMMENDATION TO THE PERMANENT BOARD FROM THE  
PERSONNEL COMMITTEE  
December 3, 2017

BACKGROUND

IN 1986 Congress passed the Immigration Reform and Control Act, also known as the Simpson-Mazzoli Act, requiring that all employers complete I-9 forms verifying the legal residence of their employees in the United States. Some Quaker organizations, most notably the American Friends Service Committee, refused to comply and entered into a lawsuit on the basis of the “free exercise of religion.” The lawsuit ultimately failed, and AFSC decided to comply with the IRCA requirements about 15 years ago.

From 1989 to 1992 NEYM considered its position in relation to the Immigration Reform and Control Act of 1986. During this time NEYM decided not to join AFSC in refusing compliance as an employer and in its lawsuit challenging IRCA. NEYM did decide, however, to allow both employees and supervisors to refuse to comply with the law by not completing the I-9 forms required by the law that provide documentation of the legal residency status of the employee. At that time Friends Camp decided to require compliance and they have remained in compliance up to the present.

Employing personnel without documentation of legal residence in the United States can result in fines for each undocumented employee and possible criminal penalties for a pattern of non-compliance by an employer. The potential fines and possible criminal prosecution could be a great burden on the financial and personnel resources of NEYM. By being in non-compliance with the IRCA laws, and any time we employ a new staff member, we run this risk.

Currently NEYM knows that all of its current employees are U.S. citizens, because of the current requirement for background screening, which requires social security numbers.

New England Yearly Meeting is currently very committed to its work with immigrants. Non-compliance with IRCA laws has not been a part of the discussion or exercise of those commitments, beyond our minuted commitment to allow an employee or supervisor to be in non-compliance with our support. Should we find ourselves being investigated by Homeland Security for this non-compliance in the face of the employment of an undocumented staff member, we would be forced to allocate resources to this issue, rather than continuing to use those resources as we have currently decided to do.

## MINUTE

### Recommendation to the Permanent Board:

New England Yearly Meeting is currently inconsistent in its compliance with the Immigration Reform and Control Act of 1986. Friends Camp is in compliance; the rest of the organization is in non-compliance. The Personnel Committee of NEYM has discerned that refraining from fully complying with the Immigration Reform and Control Act of 1986 is not a living witness within NEYM today. Government investigation could prove very costly to NEYM, in terms both of finances and personnel. **Personnel Committee recommends to the Permanent Board that New England Yearly Meeting should begin to comply with this law effective immediately.** The issue, and Permanent Board's recommendation, would go to Sessions in 2018.

# ***Internal Nominating Committee Report to Permanent Board Feb, 2018***

Clerk: Sarah Gant -2015-2019

Recording Clerk : **Rosemary Zimmermann Feb.-Aug. 2018**

2018	2019	2020	2021	2022
Susan Davies # Donn Weinholtz Jean McCandless Rebecca Steele #JeremiaDickinson RockyMalin Leanna Kantt Sarah Gant	Ian Harrington Chris Gant #Philip Stone #Deana Chase WilliamWaulkauskas	# Ben Guaraldi #GalenHamman #Rosemary Zimmermann Anna Radocchia Tom Jackson Carole Rein	Kimberly Allen Rebecca Leuchak Christopher McCandless Mary Zwirner	GinaNortonSmith Darcy Drayton #Hannah Forsythe Sara Smith Elizabeth Szatkowski Travis Belcher Elizabeth Kantt

# in second term (can't be reappointed)

\* filling out term – can be reappointed 2 entire terms

Sub Committee	2018	2019	2020	2021
<b>Clerks Nominating</b>	+Marion Athern +Leslie Manning	+Greg Williams +Rachel Walker Cogbill	+Edward Mair + # Fran Brokaw	Travis Belcher #Leslie Manning
<b>Personnel</b>	Maureen Lopes	Travis Belcher +Carl Williams Dwight Lopes	Chris Gant Dulany Bennett Elizabeth Szatkowski	<b>+ # Neil Blanchard +Eleta Jones</b>
<b>Internal Nominating</b>	# Donn Weinholtz + # Sarah Sue Pennell	# Carolyn Stone	+Minga Claggett- Borne +Allan Kohrman	
<b>YM Nominating at Large</b>  <b>YM Nominating Clerk</b>	+Marian Baker		+LouAnne McDonald +Margaret Marshall + Karen Sargeant	
<b>Student Scholarship Granting Committee</b>	+Allan Kohrman +Rebecca Leuchak Justice Erickson Ian Harrington			
<b>Friends Camp Nominating</b>		+Amy Lee Viera	+Katherine Zager +Maggie Nelson	
<b>NEYM Secretary Supervisor</b>			+Elizabeth Reuthe	
<b>Faith and Practice Revision</b>			+RachelWalker Cogbill +James Golden	

**Bold** = Submitted for Permanent Board Approval    **+** = not on Permanent Board    **#** = in second term

# **New England Yearly Meeting Development Committee**

## **Report to Permanent Board, gathered 17 February 2018 at Concord, NH**

### **Purpose:**

To update the Permanent Board about recent activities and planned future work of the Development Committee to support the ministry of the Yearly Meeting.

### **Action requested:**

Approval for Development Committee to engage formally with Everence, a financial services company run by Mennonite Church USA, on inauguration of a planned giving program in New England Yearly Meeting of Friends that will help support the developing long-term plan of NEYM as it works toward the goal of achieving financial sustainability, as resolved by NEYM at Sessions 2014 (see NEYM minute 2014-24).

### **Background:**

Financial support for New England Yearly Meeting is presently, and has long been, predominantly dependent on current funds – annual contributions from our Monthly Meetings and individual/household donors. As our organization embraces longer-term planning for the health and vibrancy of the Quaker movement in our region, we will need to secure larger commitments of financial support from Friends, and diversify our sources of financial support. Planned giving is an important way of enabling such donations, by allowing our supporters to make larger gifts as part of their estate planning process, for example the proceeds from the sale of real estate.

New England Yearly Meeting does, from time to time, receive bequests when one of our members passes away, and we are of course grateful for the generosity of Friends who have thought to include us in their wills. However we have not had a mechanism, or processes, or an infrastructure that equips us proactively to hold up this philanthropic avenue for consideration by our supporters, and to facilitate such giving by Friends who wish to explore the possibilities.

In mid-January, Development Committee, in partnership with a few other seasoned New England Friends, received an early version of the Long-Term Financial Planning presentation that Permanent Board will have seen today. We discussed the ways in which the vision and plans outlined there will relate to the work of Development Committee, and we began a preliminary discussion of how our Committee might identify and invite interested Friends to participate in significant contributions to support possible future investments by NEYM. An important component (but by no means the only one) of such a funding campaign will be planned giving.

### **Why Everence (Mennonites) and not Quakers (Friends' Fiduciary)?:**

Friends Fiduciary Corporation offers asset management through several managed funds as well as planned giving services; the organization has about \$350 million under management on behalf of Quaker schools and colleges, retirement communities, etc. Everence offers these services and much more: a full banking operation through its credit union (offering loans for individuals and church organizations, online and mobile banking, mortgages and home-equity loans, health savings accounts, etc.) a credit card which can be co-branded as a charitable donation affinity card, a portfolio of insurance products (such as life, health, disability, long-term care), as well as a grant program that is accessible to member organizations. New England Yearly Meeting already partners with Everence to provide health care coverage to our staff. Everence has total assets of almost \$3 billion dollars. A ministry of Mennonite Church USA, Everence is increasingly offering the resources of its values-based financial services organization to other faith communities; it recently hired a Quaker to handle outreach

**New England Yearly Meeting Development Committee**  
**Report to Permanent Board, gathered 17 February 2018 at Concord, NH**

and relationship stewardship with Friends organizations. Everence partners with Friends United Meeting and Friends General Conference. The company currently offers planned giving services to support Quaker organizations including Friends World Committee on Consultation, Iowa Yearly Meeting, Wichita Friends School, United Friends School (Quakertown, PA). Friends may wish to peruse the Everence website at [www.everence.com](http://www.everence.com) to get a sense of the breadth of the company's offerings.

In addition to its extensive portfolio of financial products and solutions, Everence also offers a wealth of resources for congregational stewardship education. As New England Yearly Meeting fully embraces its named priorities of **Spiritual Development and Religious Education; Leadership and Administration; Stewardship, Integrity, and Accountability; and Relationship and Communication**, Everence's experience in providing education and its communication resources can be a strong support to New England Yearly Meeting and our member communities. We need to learn how to talk forthrightly about the intersection of our treasure and our faith; these are issues we seem to have found somewhat challenging in the past. Everence is very flexible at working with faith communities to adapt its messaging to their particular organizational cultures and preferred vocabulary.

**Next steps:**

If Permanent Board approves proceeding with the proposal to launch a planned giving initiative, the next step will be for Development Committee to engage with Everence to create a memorandum of understanding ("MOU") between the company and New England Yearly Meeting. This MOU would outline responsibilities on both sides regarding how the program would work, the marketing and communication support to be provided by Everence, a timeline and rollout plan to be undertaken by NEYM, and other related matters. This is not a contract, and would not commit NEYM to any financial obligation; its purpose is to outline the goals for the planned giving partnering program in light of NEYM's operational and fundraising goals (for example, in line with the presentation we have received from Long-Term Financial Planning Committee and the Secretary).

Our Committee's objective will be to bring the MOU to Permanent Board for review and approval in May, with the ultimate goal of publicly launching NEYM's planned giving program at Annual Sessions in August. Development will work with other YM committees and the Presiding Clerk to integrate relevant information regarding the planned giving program launch into other relevant items of Sessions business (such as from Development, Long-Term Financial Planning, Finance, etc.). We would work with Everence to offer a workshop and Q&A session during Sessions (to be staffed by Development Committee and representatives from Everence) as well as follow-on components such as webinars, one-on-one conversations with interested potential donors, and more.

**Other work:**

We continue to work on growing and strengthening the composition of our Committee, and are pursuing several Friends who may feel led to join our work. We will be discussing a challenge incentive for the Spring appeal letter, likely with a focus on stabilizing individual gift income for a period of several years. In the closing months of 2017, our Committee phoned contributors to NEYM for FY 2017, thanking them for their support.

Respectfully submitted by Chris Gant, Clerk

For the Committee: Dulany Bennet, Thayer Quoos, John Reuthe; Noah Merrill (Secretary, *ex-officio*,  
Shearman Taber (Treasurer, *ex-officio*)

## Una Propuesta para una Minuta Unida

**Del Puente de Amor** entre la JA de N<sup>a</sup> Inglaterra y la JA de Cuba de la Sociedad Religiosa de Los Amigos (Cuáqueros)

Borrador de dpsh y Kirenia Criado Pérez  
2017 XII 07

**Manifestamos** ante el Mundo y los gobiernos de los EE.UU. de América y de la República de Cuba

Que la Mancomunidad de la Paz de Dios, el Reino del Señor, que une a los cristianos y cristianas de nuestra denominación, trasciende las fronteras de gobiernos nacionales y nos une en nexos de solidaridad y amor, en respeto para nuestras dos patrias y en ministerio para la paz y la justicia y la unidad entre nuestros pueblos, pasando más allá de diferencias políticas y divisiones partidarias;

Por experiencia hallamos confirmada la Fe cuáquera de que hay “aquello de Dios en toda persona” por mociones del Espíritu Santo y el amor que nos vinculan cuando las y los ciudadanos de una de nuestras patrias visitan a los de la otra;

Por estos motivos y otros, el Espíritu de la Verdad nos insta a

- ❖ Apoyar las relaciones plenas y equitativas entre nuestros países, tanto diplomáticas y comerciales como socio-culturales;
- ❖ Insistir que la Libertad de culto y de religión incluye nuestro ministerio viajero, los ministerios sociales y de justicia, tanto como la adoración en casas de culto: la fe y prácticas cuáqueras no son limitadas a la oración o a ciertos lugares y tiempos, sino son un compromiso de todo el tiempo;

## Proposal for a Joint Minute

**From the “Puente de Amor”** between New England YM and Cuba YM of the Religious Society of Friends (Quakers)

Draft by dpsh y Kirenia Criado-Pérez 2017  
XII 07

**We witness** to the World and to the governments of the US of America and the Republic of Cuba

That the Commonwealth of God’s Peace, or the Lord’s Kingdom, which unites Christians in our denomination, transcends national boundaries and unites us in bonds of solidarity and love, respect for both of our countries, and ministry for peace, justice and unity of our peoples, overcoming political differences and partisan divisions;

It is our experience that the Quaker Faith in “that of God in every person” is confirmed by the motions of the Holy Spirit and the love we have found in visits by citizens of one nation with those of the other;

For these reasons and others, we are guided by the Spirit of Truth to

- ❖ Support full, equitable relationships between our two nations– diplomatic, commercial and social-cultural;
- ❖ Insist that Freedom of worship and religion includes our traveling ministries, social and justice ministries as well as worship in meetinghouses; Quaker faith and practice is not limited to prayer or to certain times and places but is our full-time occupation;



Promover las relaciones pacíficas entre ciudadanos, animándolos a las relaciones pacíficas y el intercambio de naturaleza religiosa, cultural e informacional, lo cual beneficia a todo el mundo.



**Por lo mismo nos unimos** en protestar las acciones de la administración del gobierno de los EE.UU. que desbaratan los acuerdos y los procedimientos que han mejorado la interacción entre los cubanos y los norteamericanos. Seguiremos actuando para mantener la intervisitación religiosa que ha formado nuestro Puente de Amor; insistiremos en la aprobación con respecto a las solicitudes de visa para los Amigos Cubanos que viajan en el ministerio con los Amigos de Nueva Inglaterra.

Desafiamos por infracción de nuestro derecho a religión cualquier decisión que impida el viajar en el ministerio de los cuáqueros.

Nos uniremos en una cadena de oración para pedir ayuda divina por esta petición y haremos saber a los legisladores y a los administradores de la ley nuestra legítima preocupación

Suscrito a nombre de Los Amigos de la Junta Anual de la Iglesia de Los Amigos (Cuáqueros) de Cuba en su asamblea anual de 2018 II, por

Odalys Hernández, presidente



Promote peaceful relationships among citizens, encouraging peaceful international relations and exchanges of religious, cultural and informational nature, which benefit the whole world;



**Therefore we unite** in protesting actions by the administration of the US Government, which break down accords and procedures for improved interaction between Cubans, and US Americans. We will act to continue the religious intervisitation that has built our Bridge of Love and insist on respectful consideration of visa applications from Cuban Friends coming to minister to New England Friends.

We will challenge as infringement of our right to freedom of religion all actions that block travel by Quaker ministers.

We will unite in a chain of prayer to ask Divine Assistance for this petition and we will communicate with legislators and administrators our legitimate concerns.

Signed in and for New England Yearly Meeting of Friends (Quakers) and the Puente de Amor program by

/ nn, clerk

# 2018-02-17\_PBMinutes

Final Audit Report


2023-03-20

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