

**New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes
November 15, 2014
Monadnock Quaker Meeting**

14-100 Opening Worship: Friends from Permanent Board gathered for worship at Monadnock Quaker Meeting.

14-101 Roll Call: The Recording Clerk called the roll:

Present: Virginia Bainbridge, Holly Baldwin, Travis Belcher, Deana Chase, Jacqui Clark, Susan Davies, Jeremiah Dickinson, Justice Erikson, Hannah Zwirner Forsythe, Christopher Gant, Sarah Gant, Ben Guaraldi, Galen Hamann, Ian Harrington, Jan Hoffman, Nancy Isaacs, Sandy Isaacs, Leanna Kantt, Rebecca Leuchak, Jean McCandless, Bruce Neumann, Suzanna Schell, Sara Smith, Becky Steele, Philip Stone, Bill Walkauskas, Donn Weinholtz, Fritz Weiss, Rosemary Zimmermann.

Regrets: Aimee Belanger, Allan Kohrman, Rocky Malin, Elias Sánchez-Eppler, Karen Sánchez-Eppler, Patricia Shotwell, Carolyn Stone, Elizabeth Szatkowski.

Ex-officio: Noah Baker Merrill (Putney, Yearly Meeting Secretary), Robert Murray (Beacon Hill, Clerk of Personnel), Jacqueline Stillwell (Monadnock, Presiding Clerk). Shearman Taber (Beacon Hill, Clerk of Finance).

Visitors: Chris Andres (Putney), Edward Baker (Westerly, YM Sec Supervisor), Katherine Fisher (Beacon Hill), Betsy Kantt (Fresh Pond), Nancy Lloyd (Monadnock), Christopher McCandless (Burlington), Kathleen Wooten (Amesbury).

14-102 Minutes: We considered the minutes from our September meeting. With minor changes , the minutes were **approved**.

14-103 Yearly Meeting Secretary Report: Noah spoke with a sense of relief, that after two years of great change, including starting a new job himself, overseeing major website and database changes, and some staff reorganization, he feels like he's getting out of the business of "putting out fires" and able to consider how to "help the water flow more freely."

With some sense of disbelief he reports that, with termination of the state unemployment claim (PB min.14-50), we are finished with the closure of the New England Friends Home. The one small piece of work is to close the account with the MA State Department of Unemployment.

We heard that the staff transitions (PB min.14-94) are going well, and that the entire staff had a retreat this fall. Beth Collea (Religious Education and Outreach Coordinator) is working on a pilot project to develop Outreach strategies and materials. She expects to engage 3 meetings in this project.

Growing out of a concern for how young adult friends are supported and integrated with Monthly Meetings, Noah and Nia Thomas (Young Friends/Young

Adult Friends Coordinator) are planning a consultation on “Engaging Young Adults.” This will be a time of listening, not decision making, and is not just for YAFs, but for all who are concerned with the nurture of gifts.

The clerk thanked Noah and requested that our appreciation of all the staff be communicated.

14-104 The Future of the Student Loan Fund: Ian Harrington spoke for the working group appointed at our September Meeting to continue discernment about the Student Loan fund. He described their preliminary proposal (attached) which would be to give \$2000 grants to members of monthly meetings, or children of members, working towards a college degree. Grants would be awarded on an annual basis for all who qualify, as long as the funds are available. While the applicants need not be members of a meeting in NEYM, they should have sufficient relationship in New England to receive a recommendation from the clerk of that meeting.

Reflecting on the proposal, Friends expressed some concern about limiting the grants to degree programs only, cautioning that this may be unintended classism at work.

Others spoke about the membership requirement, some reminding us that membership can be a complicated matter for a young adult, others reiterating that membership is a key element of being a committed Quaker.

We also heard concerns about exhausting this pool of money in a few years – “what does it say to spend down this fund without a vision for the future?”

Friends wondered if it would be possible to refresh this pool for future students’ benefit.

The Ad-hoc group will take our input into consideration for a revised proposal, which the clerk hopes will also include suggestions on how a granting committee would be formed, and will be accompanied by suggestions on how to consider current outstanding loans.

14-105 Presiding Clerk Report: Jackie shared, from Sessions Committee, that next year’s theme will be “Living into Covenant Community,” with exploration of such questions as “How do I contribute to community? How am I a member of my Covenant Community? How are we faithful together?” The plenary, rather than being a single speaker, will be a panel, speaking about covenant community. We heard that Lisa Graustein has agreed to clerk the Structural Review Committee, taking over that responsibility from Janet Hough.

Jackie informed us that the Yearly Meeting Supervisor transition is taking place, from Fritz Weiss to Edward Baker, as Fritz has been named Rising Clerk of the Yearly Meeting.

We also heard that C&A has been considering how we might institute a process for defining non-financial goals. They hope to bring a recommendation to a future PB Meeting (See also 14-112, below).

The clerk’s table has been considering how we might hear memorial minutes.

Recent years have shown some tension between accomplishing agenda and making space to hear memorial minutes and celebrate the lives they represent.

Jackie brought us the question: “Are we listening to memorial minutes at Sessions to hear and reflect on a life well lived, or are we having a mini-memorial meeting?” A few Friends reflected on the value for business meeting of sharing the gifts God has bestowed upon our community. Other felt that the short time allowed is not enough for reflection, and suggested that we gain a broader sense of the sweep of history during a meeting appointed solely for hearing memorial minutes. Still others suggested allowing the clerk’s table the freedom to choose a few minutes to be read during business meeting, and others to be shared during a memorial meeting. All minutes forwarded by PB would be printed in a memorial minute book, but not all would be heard. We understand that M&C and Sessions committee have also been considering this question, which ultimately is not PB’s responsibility to decide.

14-106 Personnel Committee: Bob Murray presented a request from Personnel Committee, that we form an ad-hoc committee to seek funding sources of \$6000 for Executive Coaching for the YM Secretary. The coaching was suggested by the Search Committee on recommending Noah for the position, and although Permanent Board appointed Friends to seek funding at that time, this work has not been done.

Friends expressed dismay that this support had not yet been fulfilled, and wondered if there was a way to use existing NEYM funds.

While we have the authority to spend from Board-designated funds and from the Revolving accounts, the Treasurer recommended that we authorize overspending of the staff development (currently \$2000) line in our budget.

Friends **approved** authorizing the Treasurer to overspend line 5060 Staff Development by \$6000, and by implication the line 5000 staff budget and the overall budget. We direct the YM Secretary and the YM Secretary Supervisor to use these funds during FY2015 for executive coaching or similar support for the Yearly Meeting Secretary.

14-107 Memorial Minutes: During worship after lunch, we heard memorial minutes for Beth Cheadle and Jean Kinney. In considering whether to forward these minutes, we returned briefly to the previous discussion regarding how Memorial minutes are presented at Sessions. We **approved** forwarding both minutes, with no guidance on whether to read them.

14-108 Request from the Pooled Funds: We considered a request from the Board of Managers of the Pooled Funds (BOM), to offer input on their policies regarding investments in industries related to fossil fuel production (attached). We understand that they have a practice, but not a policy, of *not* investing in refining, extraction/production, or transportation of fossil fuels. They point out, however that drawing a line on what they can and cannot invest in is challenging , as fossil fuels are widely integrated into our lives. The BOM also provided a link to the [Global Investor Statement on Climate Change](#) for our consideration.

Katherine Fisher, a member of Young Adult Friends Climate Working Group (YAFCWG), suggested three possible responses to the BOM request:

- Sign on to the Global Investor Statement, which does not give specifics.
- Write a statement of policy, based on our recent practice. We are already divested from producers of fossil fuel, and have been for some time. After formalizing this, we should have a celebration and a press release! Other organizations have been in the news for less significant divestment than we currently practice.
- Consider a policy which would divest even further, e.g. from businesses whose technologies help the fossil fuel industry.

Recognizing that we have no official oversight of BOM, Friends were generally encouraging, at a minimum, to make the practice into policy. We found ourselves less encouraging about signing the Investor Statement which, while recommending divestment, seems to have a financial rather than a spiritual perspective.

Friends were interested in exploring further refinements to the policy, wondering if we might make the policy more aspirational.

Holly Baldwin and Ian Harrington offered to meet with YAFCWG and the BOM, perhaps drawing in other interested friends, to continue this exploration.

14-109 Proposal for funding Faith and Practice: Jan Hoffman, clerk of Faith and Practice Revision Committee, brought our attention to a joint request from F&P and Publishing and Communications Committee(Pub/Comm), for permission to apply for a grant from Obadiah Brown Benevolent fund. PB policy stipulates that applications for grants in excess of \$1000 should be approved by PB. F&P and Pub/Comm intend to request a grant for \$9148 to help replenish the F&P Board Designated fund (PB minute 14-52) and to fund a large-print version of the interim Faith and Practice Friends **approved** this grant proposal.

14-110 Treasurer's report: Ben Guaraldi began his report with good news: an expected deficit of \$49k ended up only \$14K. He noted that the proceeds from the Alice Needham fund, split in recent memory between Cambridge Friends School(CFS) and the Meeting School (TMS), was given entirely to CFS this year, with the closure of TMS. This will continue to be our practice, until the Treasurer receives different direction from Permanent Board. Jacqueline Stillwell and Jean McCandless offered to consider whether this money might be split with the Friends School of Portland.

14-111 Finance Committee Request: Shearman Taber presented a minute from the Finance Committee, requesting that PB undertake a compilation of Yearly meeting policies and procedures, including methods for tracking changes and making them widely available. On several occasions we have become aware that we rely to heavily on all-too-fallible institutional memory. Jan Hoffman, Shearman Taber, and Becky Steele offered to work with the YM Secretary and the NEYM Office Manger on this project. We refrained from setting a timetable.

14-112 Development Committee: Sara Smith spoke with enthusiasm about the Development Committee retreat with Jennie Isbell. Among other things they saw that both money and lack of money can be a burden, and that people don't tend to support an unmet need, they support a *plan* to meet that need. The Development Committee is hoping to get 100% of NEYM Committee members to contribute. They are also considering putting together a program: "Healing your relationship with money."

14-113 Long term Financial Planning: Ben Guaraldi spoke on behalf of this group which was established at our last meeting (PB Minute 14-89). The current makeup of the group is: Ginny Bainbridge (PB), Becky Steele (PB), Ralph Gentile (Finance), Shearman Taber (Finance), Deana Chase (M&C), Brad Bussiere-Nichols (M&C), Sara Smith (Development), Chris Gant (Personnel), Holly Baldwin (PB Clerk, ex officio), Ben Guaraldi (Treasurer, ex officio and convenor), Noah Baker Merrill (YM Sec, ex officio). To date they have met only by phone, but they have set a meeting schedule, noting with irony that they have only a short period of time to wrestle with long-term goals. We have requested that an initial report be ready by the Jan 31. Committee Day. They hope to set targets for individual and MM giving, consider acceptable deficit levels, establish goals, and create metrics for how we (NEYM) are doing against those goals. Of particular concern to this Committee is that the YM has not named spiritual/practical goals, which would provide a context and reference for financial goals. They expect to wrestle with this, and will name their assumptions as part of their report.

14-114 Strengthening Relationships with MM: Deana Chase reported that a number of Friends are working to arrange dates to visit MM's to shepherd a conversation about the Yearly meeting, what it does, and how that MM sees its relationship with the YM. Kathleen Wooten, NEYM Events Coordinator, is helping to coordinate this work. Pointing out that there were a number of meetings, on an initial list, which had not yet been assigned Deana drew out offers from PB Friends to engage in this work. We were reminded that this will be on-going work: we intend to visit many more meetings, and we recognize that building relationships requires much more than showing up once.

14-115 Internal Nominating: Donn Weinholtz shared that Internal Nominating has extended invitations to individuals for both clerk and recording clerk for Permanent Board. These Friends are discerning way forward. Donn presented the following names for our consideration:

- Elizabeth Szatkowski (Portland), Personnel Committee, class of 2017
- Brad Bussier-Nichols (Portland) Friends Camp Nominating
- Mary Knowlton (Orono) Friends Camp Nominating

Friends **approved** these names, as well as allowing C&A to approve one final name for Friends Camp Nominating.

14-116 Yearly Meeting Nominating: Christopher McCandless presented a number of names for Yearly Meeting Committees, pointing out that both Youth Ministries and Legacy Gift are newly formed committees, being populated in their entirety:

- Aging Committee
 - Lori Martin (New Haven), 2017
- Archives Committee
 - Clarence Burley (Worcester) 2016
- Earthcare Committee
 - Neil Blanchard (Framingham) 2015
 - Paul Klinkman (Smithfield) 2016
 - David Legg (Worcester) 2017
- Finance
 - Roland Stern (Wellesley) 2015
- Peace and Social Concerns
 - Philip Mayer (Smithfield) 2017
 - Diane Dicranian (Farmington) 2017
 - James Varner (Orono) 2017
- Youth Ministries
 - Nina Fischer (Fresh Pond) 2015
 - Susan Bainbridge (New London) 2016
 - Douglas Lippincott (Framingham) 2016
 - Michael Anderson (New haven) 2017
 - Adam Kohrman (Beacon Hill) 21017
 - Mary Knowlton (Orono) 2017
- Legacy Gift
 - Eleanor Cappa (Monadnock) 2015
 - Suzanna Schell (Beacon Hill) 2015
 - Sarah Gant (Beacon Hill) 2016
 - Jonah McKenna-Moss (Beacon Hill) 2016
 - Jean McCandless (Burlington) 2017
 - Pat Wallace (New Haven) 2017
 - Dorothy Zug (Monadnock) 2017

Friends **approved** these names.

14-117 Letters of Introduction: The clerk advised us that she had received two letters of introduction for Benigno Sanchez-Eppler's travel to Cuba. Friends **approved** the clerk endorsing these letters.

14-118 Closing worship: Observing that we have been encountering many challenges from our past mistakes, ways we haven't done well in the past, the clerk expressed hope that we are moving into the future that God intends for us. We closed in worship, intending to meet again on February 21, 2015.

Holly Baldwin, clerk

Bruce Neumann, recording clerk



New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes *Draft*
September 27, 2014
North Fairfield Monthly Meeting

14-79 Opening Worship: Friends from Permanent Board and Ministry and Counsel gathered together for worship at the North Fairfield Meeting House. During opening worship we heard memorial minutes for Benjamin Cates and Peter Haviland.

14-80 Roll Call: The Recording Clerk called the roll:

Present: Virginia Bainbridge, Holly Baldwin, Travis Belcher, Deana Chase, Jacqui Clark, Susan Davies, Jeremiah Dickinson, Christopher Gant, Sarah Gant, Ben Guaraldi, Ian Harrington, Nancy Isaacs, Sandy Isaacs, Allan Kohrman, Jean McCandless, Bruce Neumann, Suzanna Schell, Sara Smith, Carolyn Stone, Philip Stone, Elizabeth Szatkowski, Bill Walkauskas, Fritz Weiss, Rosemary Zimmermann.

Regrets: Aimee Belanger, Justice Erikson, Galen Hamann, Jan Hoffman, Leanna Kantt, Rebecca Leuchak, Rocky Malin, Elias Sánchez-Eppler, Karen Sánchez-Eppler, Patricia Shotwell, Becky Steele, Donn Weinholtz, Hannah Zwirner.

Ex-officio: Noah Baker Merrill (Putney, Yearly Meeting Secretary), Robert Murray (Beacon Hill, Clerk of Personnel), Jacqueline Stillwell (Monadnock, Presiding Clerk). Shearman Taber (Beacon Hill, Clerk of Finance)

Visitors: Mary Frances Angelini (Framingham, Clerk of Archives), Jonah McKenna-Moss (Beacon Hill, YAF Clerk), Christopher McCandless, Nat Shed (Vassalboro, Friends Camp Director), Michael Trombley (North Fairfield, Pastor).

14-81 Minutes: We considered minutes from both the Aug 2 and Aug 7 meetings at Castleton College. Both were **approved** with minor changes.

14-82 The Year's work: Reviewing some of the specific work of the coming year, the Clerk exhorted to us to live into our role as a board, holding the vision for the YM, drawing it out, and supporting it. Reprising the YM Secretary's metaphor during Sessions, our primary work is in anchoring the stakes which allow the fruit to ripen.

14-83 Memorial Minutes: The Clerk raised a general concern about how the memorial minute process has been going, including questions about how they are written, how they are selected by Quarters for forwarding to PB, our own criteria for forwarding to Sessions, editing, and presentation at Sessions. She found a 2008 document from a previous consideration of memorial minutes, which offers two basic criteria for forwarding: *“Did this Friend add to the light beyond their meeting to the Yearly Meeting?”* and *“Is this the rare memorial minute that adds to our understanding of living in the light, even though this Friend’s sphere did not*

extend beyond their meeting to the Yearly Meeting?” Friends offered a few thoughts, including printing all minutes forwarded by Sessions, but allowing the clerk's table to select which ones will be read; and considering all minutes forwarded to us as a group, rather than individually. The clerk intends to update the document and the clerks table will consider how minutes are presented at Sessions. We will revisit this later this year. Friends **approved** forwarding Minutes for both Ben Cates and Pete Havilland.

14-84 Yearly Meeting Secretary Report: Noah told us of the perspective he gained when, visiting the archives, he saw the minute of separation of the Wilburite and Gurneyite Yearly Meetings. We now know a different ending to that painful event: what will Friends understand about our time, in another 100 years?

Regarding the closure of the Friends' Home, we understand that the (MA) State Dept. of Unemployment has agreed to give a written record of our case being closed. The check for the outstanding amount (PB Minute 14-50) has been sent, and we are waiting on the promised statement.

The database is on track for both budget and schedule. While there is work to be done transferring data, the design work is almost complete.

Noah presented (in large format) the draft 2015 staff work plan. The staff, who see their work as liberating and supporting the work of Friends, will meet in retreat in October to finalize this work plan. The plans will be posted and available for comment.

While the final accounting for YM sessions is not yet complete, it appears that income will cover costs, with a modest surplus. Noah told us that there had been strong support for the pay-as-led option.

In response to a question about how the staff feels about impending reapportionment of staff hours (see PB minute 14-94 below), Noah made it clear that reducing Jeff Hipp's status from full-time to .6 was at Jeff's request. That said, he acknowledged that it has been a difficult year for staff, with many feeling overworked. He is hopeful that the organizational changes together with a well-articulated work plan will result in a greater feeling of spaciousness

14-85 Presiding Clerk Report: Jackie reported on some of the issues that Coordinating and Advisory is considering:

- Given a desire to have more involvement in the YM by the generation of families with children, C&A has been considering several issues around the arranging of childcare for YM events, including who should have oversight.
- C&A has scheduled a clerking workshop in November, presented by David and Nancy Haines.
- C&A has been considering nominations to Structural Review Committee. We heard that Janet Hough would like to step down as clerk. They brought the name of Angela Hopkins (Northampton). Friends **approved**. In addition to naming a clerk, they continue to look for a few more members; in particular, they are looking for representation from the

following communities: Friends of color, pastoral meetings, parents of young children, LBGTQ Friends. .

- They are exploring an idea for a “Collaboration Day,” a time when MM clerks, treasurers and Education facilitators could come together and share.
- C&A has a yearning that Friends in New England could articulate a long-term vision for the YM, as distinct from a financial plan. They hope to bring something for our consideration at our next meeting.

Jackie also reported that Sessions Committee is considering “Covenant Community” as our theme for next year’s sessions.

14-86 Treasurer’s Report: Ben Guaraldi reported that, while we are close to the end of the fiscal year, he is expecting some further income from MM’s and is unable to predict the final balance.

He is exploring the possibility of MM’s making direct transfers to the YM, similar to the Give Monthly program for individual giving.

Regarding the closure of the NEFH, Ben reported that expenses exceeded the combined resources of the Hanson-Hill fund and the Friends Home bank account, by \$6,691. He requested authorization for drawing \$6,691 from the proceeds from the sale of the Home to pay the balance of costs related to terminate the claim from the Massachusetts Department of Unemployment Assistance. Friends **approved**. Friends also **approved** drawing any further legal expenses related to the Friends Home from these proceeds.

14-87 Finance Committee: Shearman Taber reported that travel expenses are again exceeding the budget by more than the clerk of Finance is authorized to allow. The Finance Committee intends to study the rise in travel expenses this year. One Friend encouraged exploring leasing a car as a way to save. Friends approved authorizing the Treasurer to approve travel expenses up to \$5600 beyond the \$28,800 budgeted.

The (PB)clerk thanked the Committee and its clerks for holding the concern of our financial well-being during this difficult financial time.

14-88 Development Committee: Sara Smith, clerk reminded us that, even if you don’t have a lot to give, sometimes it is enough. We heard that individual giving stands at about \$133K. The Committee is excited about the new Salesforce Database from which it is easier to get reports.

14-89 Long-term Financial Planning: Ben Guaraldi reported for the group appointed at our Aug 7 meeting (PB Minute 14-74). The group was charged with considering how to prepare and maintain a five-year financial plan for the YM. The group recommends an ad-hoc committee, reporting to PB, consisting of 2 representatives from PB, 2 from Finance Committee, one each from Development and Personnel, as well as the Treasurer, the YM Secretary and, when available, the clerk of PB. This new ad-hoc committee would be charged with preparing a 5-year plan by

February, in advance of Committee Day and the Feb. 21 PB meeting. The Committee would be expected to share the progress of their work widely. Friends **approved** the formation of this Ad-hoc Committee, recognizing that in beginning this work we are making a shift in the way we think about the YM and its future, incorporating a greater sense of vision.

Continuing discussion, Friends expressed both concern about adding to the work of already committed Friends, and a recognition that this is important work which needs to be connected to the work of the involved committees. The Clerk proposed reviewing the composition and workload of this group at the end of its first year. The Clerk offered a chance for PB to offer input for the new committee. We heard suggestions for numerical measurements of a non-financial nature, for a clear description of how we will get to the point of paying back reserves, and for support for outreach.

The Clerk further suggested that we raise up names for the PB members of this committee, allowing C&A to discern from this group. Friends raised up the names of Elias Sanchez-Eppler, Shearman Taber, Becky Steele, Sandy Isaacs, Christopher Gant, Jacqui Clark, Virginia Bainbridge, Sarah Gant, and Jeremiah Dickinson. Friends **approved** forwarding these names, and allowing C&A to make final appointments.

14-90 Memorial Minute for John Kellam: reconvening after lunch, again with Ministry and Counsel, we settled into worship and heard a memorial minute for John Kellam, along with a related minute from Providence meeting. (See Advance Docs). Because the minute names that John engaged in abuse within his family, the Clerk had requested that Ministry and Counsel join us, to discern whether and how to forward this minute to Sessions.

Noting that all too often abuse is kept quiet, some Friends voiced satisfaction that, in this case, the abuse is being uncovered. Several Friends who knew John, spoke of the difficulty in understanding this aspect of his life and behavior, when the aspect of John that they knew was kind, generous, and sensitive. One friend pointed out that understanding the whole person opens the possibility of redemption. Others Several Friends voiced concern for how survivors of abuse in attendance at Sessions might react on hearing this minute. We were encouraged to think about the roots of evil in ourselves.

While sensing general approval of forwarding the minute, the clerk considered that we should reflect further on how the minute will be brought forward at Sessions before final approval of forwarding. She asked for Friends who were willing to engage in further discussion on how the minute might be presented and what supports might be put in place: for those who might be distressed, and for those that the reading might awaken old wounds. Carolyn Stone (PB), Allison Randall (M&C), Katherine Fisher (M&C), Diane DiCranian (M&C), Nat Shed (Vassalboro), and Jeremiah Dickinson (PB) offered to be part of this discussion. The group is encouraged to engage with Providence Meeting as part of the process, and to bring a recommendation to our February meeting, at which time M&C and PB will meet together again.

14-91 Intervisitation: Beth Gorton (Ministry and Counsel) spoke about the Quaker Passports which the intervisitation subcommittee of M&C has produced. The passport is a small book with a page for every Meeting and Worship Group in New England. M&C hopes that the books will make visitation more visible and encourage Friends to travel more. Meetings are encouraged to create a stamp, to stamp their page in visitor's books. Beth pointed out that PB and M&C should be visiting regularly, helping to make the YM more visible.

14-92 Relationships with Monthly Meetings: Deana Chase reported for the ad-hoc group, which has been considering how we might nurture more integral relationships with the Monthly Meetings. The group, originally composed of Deana, Sara Smith, and Bruce Neumann, has expanded to include Noah Baker Merrill, Kathleen Wooten and Dulaney Bennett (Finance Committee). She pointed out that these intended visits are distinct from other intervisitation, in that Friends should plan in advance with members of the meeting to be visited, and be sure there is an opportunity to engage in discussion with the meeting. Bruce pointed out that these visits are, in fact, PB's response to our financial condition. While we will not be specifically asking for money, the intention is to nurture the relationships which may in turn engender greater participation and perhaps contributions. Deana continued, explaining that Kathleen Wooten, in a portion of her staff time, will be coordinating and tracking visits. Volunteers can expect advice on what meeting to visit, suggestion of traveling partner, and materials to support the visit. Deana passed around a sign-up sheet with an initial list of Meetings, prioritized by Noah and Kathleen.

14-93 Student Loan: The Clerk reviewed the state of both the legacy student loan program, and the proposal by the Ad-hoc Student Aid Revisioning committee. It appears that we need some clarification on the role of Conservator (PB Minute 13-117), tasked with overseeing on-going repayment of existing loans. Also, fine-tuning of the original Student Aid Proposal (PB minute 14-18) appears to have stalled. The Clerk asked for a few Friends to take up both pieces of work, hoping for a report or proposal at our November or February meeting. Ian Harrington as convener, with Allan Kohrman, and Rebecca Leuchak offered to take this on. Friends **approved**.

14-94 Personnel Committee: For the Personnel Committee, Bob Murray presented a proposed restructuring of staff responsibilities and time commitments, noting that this presentation is for information and comment. Our current structure allows the YM Secretary, with approval of Personnel committee, to make these changes. The changes were prompted by Jeff Hipp's request to step back to .6 FTE (full-time-equivalent) time, in conjunction with the approval, in our FY '15 budget, of a .5 FTE increase in administrative time. The proposal sets Jeff Hipp's time at .6 FTE, with a title of Coordinator of Technology fro Ministry. Sara Hubner's title will become Office manager, at .8 FTE, and Kathleen Wooten's new title will be Events Coordinator, with an increase to .5FTE. We understand that there may be a modest savings in staff costs despite the increase in overall time.

14-94 Internal Nominating: Susan Davies spoke about the work of Internal Nominating this year. They will be looking for a new PB Clerk and perhaps a Recording Clerk. Based on Holly's reflections on the workload for PB clerk they will be considering ways to make that position easier. Susan presented three names for our consideration:

- Christopher Gant (Beacon Hill), Personnel, class of 2017
- Donn Weinholtz (Hartford) Internal Nominating, class of 2018
- Sarah Sue Pennell (Cambridge), Internal Nominating, class of 2018

Friends **approved** these nominations

14-95 Archives Committee: Mary Frances Angelini, clerk of the Archives Committee, spoke about their work exploring the possibility of moving the NEYM archives (PB Minute 13-53). She reported that for a variety of reasons work has not progressed as expected until the recent appointment of Carol Forsythe as Project Coordinator. At this point they have had exploratory contact with several institutions, and have prepared a "Request for Proposal" to send out to archives that might be interested in holding our archives. They are also recommending sending an explanation of the process to monthly meetings, allowing for expression of concerns before moving too far along this path. Mary Frances also expressed the Archive's Committee's hope that the YM will be able to appoint an Archivist at such point as a final decision about a transfer is made. The archivist will be essential to ensuring that on-going MM and YM records are entered in the archives. Friends **approved** this way forward.

14-96 The Bloody Tenent: Noah spoke about his and the Archives Committee's recommendation to sell NEYM's copy of Roger Williams' "The Bloody Tenent". They have approached experts and learned that it is quite a rare first edition copy, yet since Roger Williams was not a Quaker it is not significant to our own history. Proceeds from the auction or sale of the book could potentially support either an archivist, or digitization of the archives. Friends **approved** authorizing Noah and the Archives Committee to pursue auction or sale of this rare book.

14-97 Yearly Meeting Nominating: Christopher McCandless for YM Nominating provided a corrected list of Permanent Board members (attached). They expect to be discerning possible members for Youth Ministries Committee, Youth Education Committee, and Legacy Gift Committee at their next meeting.

14-98 Closing worship: We closed in worship, purposing to meet again on November 15.

Holly Baldwin, Clerk
Bruce Neumann, Recording Clerk

Permanent Board Members, by class

2015	2016	2017
Aimee Belanger Ben Guaraldi Galen Hamman Jan Hoffman Rebecca Leuchak Patsy Shotwell Rosemary Zimmerman	Virginia Bainbridge Sarah Gant Sandy Isaacs Nancy Isaacs Bruce Neumann Elias Sanchez-Eppler Fritz Weiss	Holly Baldwin Travis Belcher Suzanna Schell Sara Smith Karen Sanchez-Eppler Elizabeth Szatkowski Hannah Zwirner

2018	2019
Susan Davies Jeremiah Dickinson Justice Erikson Leanna Kantt Rocky Malin Jean McCandless Rebecca Steele Donn Weinholtz	Deana Chase Jacqui Clark Christopher Gant Allan Kohrman Ian Harrington Carolyn Stone Philip Stone Bill Walkauskas

To: NEYM Permanent Board, meeting on 9/27/2014
From: Noah Baker Merrill, Yearly Meeting Secretary

*The leaves are falling, falling as from far off,
as though far gardens withered in the skies;
they are falling with denying gestures.*

*And in the nights the heavy earth is falling
from all the stars down into loneliness.*

*We are all falling. This hand falls.
And look at others; it is in them all.*

*And yet there is One who holds this falling
endlessly gently in his hands.*

- Rainer Maria Rilke

Dear Friends,

Below are brief updates on key developments for your information. I look forward to answering any questions you may have, and to your guidance as we begin this new year of work for our yearly meeting.

Changes in Staff Positions & Workload

As you will read in the Personnel report, a need has recently emerged to shift some of the staff workload, hours and job descriptions to better meet the needs of the yearly meeting. This change, which is within my authority according to the Personnel Manual, affects Jeff Hipp, Kathleen Wooten and Sara Hubner. Jeff will shift from full-time (1.0 FTE) to 0.6 FTE, and his focus will shift to give his full attention to helping us make good use of our new website, database, and related tools in support of the ministries of Friends in New England. His title will change to "Coordinator of Technology for Ministry." Sara will increase from 0.2 FTE (1 day/week) to 4 days/week (0.8 FTE) and will now serve in the position of Office Manager. Kathleen will increase from 0.2 FTE to 0.5 FTE, with the position title changing to Events Coordinator, reflecting new responsibilities in organizing Committee Days, supporting scheduling of videoconferences and other large gatherings as assigned, and more. I will be taking over conceptual responsibilities for communications, Jeff will continue as editor of the website, Sara and Kathleen will help with copyediting and content gathering for the New England Friend, and we will continue to look for areas where contractors can be engaged to accomplish specific skilled tasks such as complex layout and graphic design. Job descriptions for each of these positions are included in the documents in advance.

In summary, these changes will take effect on October 1, and are accomplished within the approved budget for staff for FY2014.

Relationship with Local Meetings

As Kathleen's available hours increase on October 1, she will be more available to support this emerging effort. Because the working group carrying this work is meeting on Monday evening 9/22, an oral report on progress so far and how you can get involved will be provided at our meeting on Saturday.

Through the support of the Obadiah Brown Benevolent Fund, our Religious Education & Outreach Coordinator is working with a pilot group of small local meetings interested in giving focused attention to outreach in their communities. The grant is providing funding for improving signage, developing family-friendly materials, paying for Facebook ads, and more. A further report on this work will be shared as it develops, but the initial responses have been exciting. It is worth mentioning that many of the resources now being developed for local meetings here in NEYM are being adopted and promoted by Friends General Conference as part of their New Meetings and Spiritual Deepening initiatives. In dialogue with Beth and FGC staff, I am working to ensure that clear guidelines for this collaboration are in place to ensure that NEYM's staff time and role in development and innovation in this exciting new work is recognized and supported in a sustainable way.

Archives

After several setbacks in the past year, the process of seeking a new home for the NEYM Archives is well underway. The consulting work of Carol Forsythe, clerk of Putney Friends Meeting and a professional project manager working in the field of archival documents, has been invaluable to supporting the Archives Committee in envisioning, planning, and moving forward with this complex and important work. Please see the report from the clerk of the Archives Committee for further information on their two requests for this meeting of the Permanent Board, relating to the auction/sale of the rare *Bloudy Tenent* book and to the next steps in preparing the RFP for potential host institutions.

Website & Database

The database is nearing completion, on schedule and on budget so far. We have now transferred all of our working data into Salesforce, and it is already bringing savings in staff time and improving accuracy and communication. The timing of the planned staffing transition matches well with the completion of major work on the database, since it will allow us to bring new administrative time and resources to bear at this changeover moment in how we manage and use our data.

Completing the database project will allow Jeff Hipp to devote his time in a more focused way to other projects, primary among which is providing training to key stakeholders (committee clerks, staff) on more fully using neym.org, something that has taken a back seat during these months of intensive database development. Expect to see neym.org growing and thriving in the next year as we more fully live into the tools available to support our common life as Friends.

Calendar for Publications

In consultation with Coordinating & Advisory Committee and staff, I have adjusted the planned schedule of annual NEYM publications to allow for a more consistent and manageable workload across the year. Going forward, we will work to make the Minutes of Annual Sessions available as soon as possible following Sessions, in a form clearly marked "DRAFT". The 2014 Minutes are [posted on the NEYM website](#).

Our hope is to publish the Minutes in PDF format and in limited print copies in October, and to include with the Minutes both the approved FY2015 Budget and the Committee Roster (names, not contact info) for FY2015.

Separating the annual budget from the directory of meetings and the closing reports from the previous fiscal year will free us to get the Minutes, Budget, etc. into the hands of Friends far sooner than previously, and it will reduce pressure on staff to publish the full Directory before some critical information can be included. The Directory, then, will be published in an updated form in January, which will allow for us to include updated information from meetings whose committee year follows the January-December calendar (a problem in the past that meant a significant portion of the information in the Directory was of date almost as soon as it was printed).

We are trying a new approach this year as an experiment, one I hope will get Friends the information they need for their work much sooner than in the past, while also adjusting staff workload to avoid chronic overloads during each busy fall season.

Development

Building on growth in energy, skills, and donor support in the last two years, I'm excited to be working closely with the Development Committee and with Sara Smith (Concord) as our new clerk as we move into FY2015. I will be joining the committee for a retreat scheduled for the end of October, which will be facilitated by Jennie Isbell (Mt. Toby) a Quaker fundraising professional with significant experience in helping volunteer-driven fundraising efforts succeed. Jennie and I have been meeting separately to consult on how my work can strengthen our development efforts overall, particularly in cultivating and strengthening relationships with major donors.

Yearly Meeting Sessions 2014

We are in the process of finalizing our bill and following up with Castleton State College as we prepare for next year. Evaluations from Sessions presented a strongly positive experience on the part of many. Specific support was offered for continuing the Pay-As-Led approach to Sessions fees, and to remaining at Castleton State College for the coming year. While we don't have specific numbers as of this writing, we do project based on our own calculations that our income will cover our direct expenses and help us make progress on reducing our projected deficit.

New England Friends Home – MA Dept. of Unemployment Assistance

Following the approval given by Permanent Board prior to 2014 Sessions, I asked our attorneys to seek a guarantee that our paying the outstanding claim against us by the MA Department of Unemployment Assistance would release us from any further action. The MA DUA has agreed that after receiving this payment they would issue a statement confirming that the matter is resolved in full. Our payment has been sent, and we are awaiting the confirmation in writing through our attorneys. As soon as it is received I will notify the clerk of Permanent Board.

As mentioned in the Treasurer's report, we can now see that the total costs required to close the Home will slightly exceed the total remaining from the Hill-Hanson Fund and the balance of the Friends Home bank account. Because of this, we are asking that the

remaining funds be taken from the principal of the Legacy Gift, which would then contain the net proceeds after all matters related to the closure of the Home have been resolved.

Quaker Voluntary Service explores New England program

After a process of discernment and review of several competing proposals, the board of Quaker Voluntary Service (a new Quaker non-profit of which I am a co-founder) has approved moving forward to explore and then – God willing – to open a new service house in the Cambridge-Boston area in the fall of 2015. While this exploration is only beginning in partnership with Friends Meeting at Cambridge and other meetings in the Boston area, I believe this could be an exciting opportunity for continuing to connect, engaging and encourage young adults in our yearly meeting and the local meetings they relate to. As you may know, young adults from New England are currently serving through QVS in Philadelphia and Atlanta. Visit www.quakervoluntaryservice.org for more information.

World Quaker Day comes to New England

On October 5, Friends World Committee for Consultation (FWCC) is for the first time ever sponsoring “World Quaker Day,” bringing Friends from across the globe together in worship and celebration of our living tradition. This year the theme is celebration and engagement with the [Kabarak Call for Peace & Ecojustice](#) – a timely and compelling focus given many of the leadings of Friends in New England related to human-caused climate change. NEYM’s FWCC Committee has taken the lead in promoting and organizing these events, and is working with local meetings to sponsor gatherings on October 5. A news announcement will be posted to neym.org in the coming week. Friends active with social media are encouraged to use the hashtag #wqd to post updates and photos on that day to allow for updates to be gathered from Friends across the world. Visit www.worldquakerday.org for more information.

“A new wind is blowing...” A reflection from the wider world of Friends

I write as I return from a week of travel that informs my perspective on our work as we gather. I first attended the annual gathering of Superintendents & Secretaries of yearly meetings in North America. Thirteen executive staff from yearly meetings and Friends organizations spanning the full diversity of North American Friends gathered in North Carolina hosted by Friends from North Carolina Yearly Meeting (FUM). We heard news of the struggles of Friends in that yearly meeting, where tensions related to authority, finances, human sexuality and the absence of a sense of shared calling are straining Friends to the breaking point. We heard the struggles, joys, and new growing edges from the wider Quaker movement.

At this year’s gathering, as at last year’s, I felt a renewed affirmation of the pivotal role we in NEYM are positioned to play in the present and future of the Quaker movement. From deep roots and a dynamic present, we have many gifts to share.

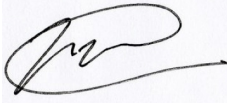
I then traveled to Portland, Maine, where the Executive Committee for the FWCC Section of the Americas worked to approve a new strategic plan that focuses on creating the conditions for transformative encounters to encourage the future of Friends. We approved a new dynamic direction for this ministry, and I look forward to many fruits being born from this pivotal gathering. Through the faithfulness of many, NEYM is deeply

engaged in FWCC, and through it in nurturing the seeds from which the global family of Friends continues to grow.

My hope and prayer for the Permanent Board and for our yearly meeting this year is that we will do our work with diligence and humility, keeping close to our Guide, sharing widely and with boldness the fruits of our shared labour. As one yearly meeting executive shared in worship, “A new wind is blowing...”

May we have the courage to continue to unfurl our sails, and the grace to allow Love’s tide to bear us, speeded by all the skill we can muster, toward a distant shining shore. May our time together on Saturday be gathered in the Life.

In faith and service,



Noah Baker Merrill
Yearly Meeting Secretary

Fall Song

*Another year gone, leaving everywhere
its rich spiced residues: vines, leaves,*

*the uneaten fruits crumbling damply
in the shadows, unmatterng back*

*from the particular island
of this summer, this NOW, that now is nowhere*

*except underfoot, moldering
in that black subterranean castle*

*of unobservable mysteries – roots and sealed seeds
and the wanderings of water. This*

*I try to remember when time’s measure
painfully chafes, for instance when autumn*

*flares out at the last, boisterous and like us longing
to stay – how everything lives, shifting*

*from one bright vision to another, forever
in these momentary pastures.*

- Mary Oliver

Q&A on NEYM Staffing To Better Meet Friends' Needs

Q: What's this I hear about staffing changes in the NEYM Office?

A: Thanks for asking! Following our Annual Sessions this August, in consultation with the staff, Coordinating & Advisory Committee, and others charged with responsibility for our personnel matters, I became clear to make needed changes in how we support the work of Friends in New England through shifting the responsibilities of the NEYM staff. While much of the staffing structure remains the same, you will notice some important changes in the coming months in the roles of three Friends who serve our Quaker community: Jeffrey Hipp (Amesbury), Sara Hubner (Gonic), and Kathleen Wooten (Amesbury).

First, some background on the process and policy involved:

These changes have been made in keeping with the NEYM Personnel Manual and with the approval (as is our policy) of the clerks of Personnel & Finance Committees and the Clerk of the Permanent Board. Additionally, the changes were possible within the funding levels of the approved budget for Fiscal Year 2015, which runs from October 1, 2014, to September 30, 2015. These are changes in workload and responsibilities only. No new staff have been hired, and none have left service as part of our staff team.

Q: So what does this mean for New England Friends? For local meetings? For my Yearly Meeting committee?

A: We hope that it means we are better able to support the gifts and ministries Friends share throughout our region. Specifically, here are the changes:

- **Jeff Hipp**, who has served as our *Communications Director*, will now serve as *Communications Technology Coordinator*, with a primary focus on making use of our new website, database and other tools to support the communications and

information needs of NEYM. This is a shift from a full-time position to a 0.6 full-time equivalent position. Jeff is excited to spend more time with his wife Jessica and young son Elias while increasing his emphasis on helping us make ever-better use of technology to encourage all the work we do as Friends.

- **Sara Hubner**, who has been working one day a week as *Information Management Assistant*, will now be working 0.8 FTE (roughly 4 days/week) as *Office Manager*, with primary responsibility for the operations of the NEYM office—including publications, data management, reports, records and more. **Sara will now be the primary "front door" contact for the NEYM Office, taking on those responsibilities from Jeff.** We are blessed to have her bringing her considerable experience in copyediting, office management and more to the service of growing and supporting her Quaker faith community.
- **Kathleen Wooten**, who has served as our *Sessions Coordinator*, is expanding her work from an average of one day a week year-round to approximately half-time as *Events Coordinator*. In addition to continuing responsibilities for the arrangements for NEYM Annual Sessions, she will also be coordinating Committee Days and other large gatherings, as well as providing support for logistics in connecting Friends. Kathleen's gifts in organizing and juggling a million details and deep caring for relationships among us will be a great benefit to our Yearly Meeting.

Q: So who do I contact if I have questions about support services, or just want to reach the Yearly Meeting office?

A: The NEYM office phone number is the same as ever. But thanks to the increase in availability these changes have made possible, you should be able to reach Sara by phone four days a week—Monday through Thursday during business hours. She's looking forward to speaking with you!

Previous email addresses will continue to work, and new emails for each of the staff will be included in all subsequent Minutes, Directories and on the listing of officers and staff^[1] on the NEYM website.

For more information on how to access specific services of the staff (including important dates & deadlines, scheduling GoToMeeting videoconferences, or submitting events for the NEYM Calendar, you can download a PDF of an updated guide here^[2].

If you'd like further information on the process by which these decisions were made, or

would like to understand the implications more deeply, please contact me (link sends e-mail)^[3] by email or by phone at 617-615-6396.

I hope you will join me in welcoming these changes and supporting our staff as they grow into these new responsibilities and roles. We're grateful for the opportunity to serve with you in the work of the Spirit among us.

In faith and service,

Noah

Noah Baker Merrill
Putney (VT) Monthly Meeting
Yearly Meeting Secretary

1. <https://neym.org/people>
2. <https://neym.org/sites/default/files/Committee%20Office%20Guide%20draft%20FY2015-4.pdf>
3. [mailto:ymsec%40neym.org?
subject=Question%20about%20change%20in%20NEYM%20staff%20roles](mailto:ymsec%40neym.org?subject=Question%20about%20change%20in%20NEYM%20staff%20roles)

NEYM Student Grant Proposal

Draft for 15th Nov 2014 Permanent Board Meeting

With students facing huge bills for tuition, room, board, and supplies, many leave college or graduate school facing huge loans. There are many sources for loans and grants, but many of the loans come with high interest rates and some are not available to Friends following their consciences and not registering with the military draft. In this environment it seems that a fund providing financial assistance to Friends who are going to college would be very helpful.

We started developing our proposal for recreating such a fund by considering the numerous options for providing funds to students for education. Our proposal was shaped largely by how we selected among these options. We think the clearest way of presenting our proposal is to first review how we decided among the various options. We will then present our proposal for a New England Yearly Meeting Student Grant Program.

Primary or Secondary Source of Funds?

When the original Student Loan Committee was established college tuitions were much less expensive than they are now. Any effort to provide a primary source of college funds now must either have a huge endowment (millions of dollars) or a huge fundraising effort connected to it. Even then, it would be hard to raise enough money to be able to provide assistance to more than a very few students.

At this time the Yearly Meeting is operating with a deficit budget and the Development Committee is struggling to raise even the budgeted funds for operating expenses. Since providing the resources for a fund that would serve as a primary source of college funds would either substantially add to the Development Committee's burden or provide major competition to its efforts, it seems clear to us that this is not the time to try to establish such a fund. We thus decided we would recommend setting up a fund which would help students by offsetting some of their costs.

Providing Grants or Loans?

The original Student Loan Committee got into trouble because it didn't maintain accurate records of the status of its loans. The paperwork required for keeping track of loans makes it a time-consuming process, and gives the administrators the possibly uncomfortable task of following-up on delinquent loans.

This committee is willing to administer the new program if it is a grant program. This makes the program much more helpful to the recipients, but it either means

the program will run out of funds in a much shorter time or makes a larger fund-raising effort essential.

Raise Funds to Continue Fund?

We would welcome adding to the fund's resources through the designation of some of the Legacy Fund to this fund. However, there are likely to be many competing proposals for use of these funds, so we don't expect this to come about.

We also don't expect the Development Committee to welcome the task of raising funds above what is needed to meet the budget or to have another committee compete for limited funds from New England Friends. Furthermore, this committee would not be willing to administer this fund if raising funds was one of the responsibilities.

It thus seems that this is not a good time to start a new fund that requires a significant fundraising effort. Even though this means the fund would run out of resources in a relatively short time, this committee feels that is the best plan at this time.

Eligibility for Receiving Grants

Hearing some past experiences where educational funds have been given to individuals who were not really qualified, we considered what requirements to place upon those applying for these grants. Should they be members of a Meeting? Should attenders of a Meeting be eligible? How about individuals who have been active with the NEYM youth retreats? How do we assure that the individuals are really eligible?

Our proposal is that members of the Religious Society of Friends and their children be eligible, and that a letter from the Meeting clerk be required to demonstrate their eligibility. This has two advantages – it rewards those who are most committed to Quakers and it is clear whether the applicant qualifies or not.

Should the funds be made available to any student or should they be taking some minimum course level? While full-time students bear the largest burdens, others may not be full-time students since they are unable to due to their financial situation. We did feel that the funds should go to someone working towards a college or advanced degree, however.

We also considered establishing some form of prioritizing of applications based upon (presumably financial) need, but decided that it would be difficult to

develop a fair set of criteria. In addition, we were not eager to take on the tasks of developing and administering the criteria nor would we want to have to tell an applicant they were less worthy of the funds than another. We thus decided the only qualifications would be membership (the student or parent) and being a student in pursuit of a higher education degree.

Once a student has received a grant, should they be eligible when there is another round of applications? Allowing recipients to apply again seems to make the grants more helpful, but limiting one grant per recipient would help spread the available funds to as many Friends as possible. We decided to limit each student to one application per year, thus preventing the fund from being drained by just a few students in a period of a few months.

How to Distribute Funds?

We first considered distributing the funds randomly to the first qualified applicants. However, that seems to give an unfair advantage to well-connected Friends, especially in a situation where the funds are going to be used up fairly quickly.

Instead, we decided to set a deadline for applications and distribute the funds evenly among the qualified applicants. If word of the available funds is spread widely and enough time is given for people to learn of the program and submit applications, we feel the program would be as fair as possible for eligible students.

When to Distribute Funds?

College financial decisions are generally made during the Spring (April – May) of each year, but grants would also be welcome to students with the beginning of the Spring semester (January – February). If this proposal is approved in time to publicize and administer the program by the end of January, we propose to do so. Otherwise, we propose to set up the program for application this Spring.

Our Proposal

We propose to make the funds remaining from the Student Loan Program available as grants for students seeking higher-education degrees who are members or are children of members of the Religious Society of Friends. The grants will be \$2,000 each, unless the available funds are insufficient to provide that amount to all successful applicants. In that event, the available funds will be divided equally among the successful applicants.

Submitting an official application by the announced deadline with a letter from the clerk of their Monthly Meeting documenting their eligibility are the requirements for the grant. No student will receive more than one grant per year.

The availability of these funds will be publicized through the NEYM website and a letter to all Monthly Meeting clerks. The publicity will be prepared and disseminated by and the applications will be developed and distributed by the committee of Ian Harrington, Allan Kohrman, and Rebecca Leuchak. They will review the applications and submit a list of grant recipients to the NEYM treasurer.

The initial set of applications will be due on January 15, 2015 with subsequent sets of applications due on April 15 each year until the available funds are exhausted.

The committee submits this proposal to Permanent Board for approval of the basic plan presented here. We will need some time to consider further the status of the outstanding student loans and the role of the conservator, a proposal for the creation of a granting committee, and a revised timeline (as we have been informed this proposal has to go to Sessions for approval). We expect to be able to complete that process in time for the next Permanent Board meeting.

***Ian Harrington, convenor
Allan Kohrman
Rebecca Leuchak***

Personnel Committee
Report to Permanent Board
November 15, 2014

Because the Personnel Committee of the Permanent Board is now focusing its work primarily on review and revision of personnel-related policies, the Committee asks for assistance from the Permanent Board with another important priority: to seek funding for the executive coaching that Permanent Board committed to provide for the Yearly Meeting Secretary when he was hired. The amount sought is \$6,000 for one year of coaching. Ideally, we would like to find a funding source that could be approached for a like amount in future years.

We ask that an ad-hoc committee of two or three be appointed to seek this \$6,000 of funding for the first year, reporting back to Permanent Board at its Feb 21, 2015 or May 9, 2015 meeting.

Beth Cheadle, March 1, 1936 –December 26, 2013

Born to James Franklin Cheadle and Alda Ellen (Utterbach) Cheadle on March 1, 1936 in Sacramento, California, Beth graduated from the University of Redlands in 1958 and earned a Master of Religious Education degree from Berkeley Baptist Divinity School in 1960.

Beth grew up in a family that took their faith seriously, and from her youth she clearly had a religious bent. From an early age, her active engagement in church groups attested to her commitment to put her faith into practice and whenever she spoke of her childhood, her recollections evinced her fine-grained moral compass.

One story underscores how Beth early on lived the peace testimony-- by instinct, by faith and by her intelligence. Very young, perhaps seven or eight years old, and in a family of regular churchgoers and participants in Sunday school, she had already absorbed the stories of the New Testament. One day she heard of some violence being perpetrated against a person, or a group, and in the retelling of the story the violence was justified as God's will, or a Christian duty, or both. Venturing to question what she had heard, she said, "But Jesus wouldn't have done that." The comment is Beth in clear relief: not just the compassion and kindness she possessed by inclination and learning, but a clear querying intelligence that cuts through the sophistry that justifies inflicting pain and violence.

Almost everyone thinks of the care and tenderness of Beth's capacity to listen, and to hear. Beth absorbed your concerns as she listened in a reflective spirit, and also offered practical advice. She worked with her physical handicaps and to the end lived actively as she gardened, cared for her friend, Juanita Cook, and tended to her well-loved cats.

It is our sense that throughout her life, Beth was a spiritual seeker, and that she came to find – some 20 years ago – her spiritual home in the Religious Society of Friends in Bennington Friends Meeting. It was as though she had been a Friend before she came to Friends.

Well organized and orderly in approaching all that she undertook, including serving as Clerk of the Meeting and as a member of Ministry & Counsel, it was at bottom the spirit in which she proceeded that spoke most clearly: attentive to the observations, the contributions of all, yet ultimately most concerned that we arrive where the Spirit would have us be.

Bennington Friends Meeting

Approved by Northwest Quarterly Meeting, March 2, 2014

Memorial Minute for Jeanne Kinney

June 5, 1937 - December 23, 2012

Jeanne M. (Woolever) Kinney was a long-time member of Wellesley Friends Meeting and since 2001 a member of Smithfield Friends Meeting. She helped found Uxbridge Friends Worship Group in 2009 and found a spiritual home there until her passing. In that time she had been such a strong part of our community, and affected our lives so deeply that it is a challenge for us to sum our celebrations of her into the confines of this minute.

Jeanne Kinney was a remarkable person who changed the lives of the people and communities around her, doing so with levity, passion, and dedication. She had a rare combination of strength, humility and an unwavering belief in the divine which led her to take action in working for restorative social justice and non-violent conflict resolution. Despite having such a strong commitment to her beliefs she was also not afraid to change her position when the spirit moved her on matters of faith.

Jeanne was very involved in all aspects of her Meetings and a driving force behind so many of them. Among Friends, Jeanne started or helped to start a writer's group; various bible study groups and a group for High Schooled aged Friends, and was involved in various projects and committees. She served on Ministry and Counsel Committee for both Wellesley and Smithfield Meetings. She also served on Nominating Committee for New England Yearly Meeting. Jeanne was fluent in Spanish and worked with Friends on the Puente committee within New England Yearly Meeting. She was active in the United Society of Friends Women and served as Peace and Social Action secretary for USFW (United Society of Friends Women International).

So many friends have felt her spirit warm their hearts and we can now take comfort in knowing that she is at home with the Lord.

"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." - Isaac Pennington, 1667

**Board of Managers of Investment and Permanent Funds
Report to Permanent Board
Request for input regarding investments related to fossil fuels and climate change
Eleventh Month 6, 2014**

The Board of Managers (“BoM”) of Investment and Permanent Funds (“Pooled Funds”) is considering developing policy or guidance regarding investments that have association with “fossil fuels” or that may contribute to “climate change”. A number of constituents of the Pooled Funds have expressed concerns regarding potential or actual investments in the Pooled Funds that are associated with “fossil fuels”. Examples of such investments include exploration, extraction/production (including hydraulic fracturing), transportation (including pipelines, rail tank cars, trucking and by ship/barge), refining, and distribution (including heating oil and natural gas distribution) to customers. Currently the Pooled Funds does not invest in the exploration, extraction/production (including hydraulic fracturing), transportation (including pipelines, rail tank cars, trucking and by ship/barge) or refining companies, but does invest in natural gas utilities that supply gas to end users (industrial, commercial and residential) and has invested in the past in companies that supply materials (such as pipe) and services (such as geological services) to companies doing exploration and extraction/production (including hydraulic fracturing).

Thus the investments related to “fossil fuels” are not discrete, but form a spectrum from exploration to end use. Moreover, some states, e.g. Connecticut, are promoting increased availability of natural gas as a means of reducing energy costs, which are particularly burdensome to low income families, as lower-cost domestically produced natural gas, including gas produced by hydraulically fracturing shale formations, offers a significant hope of reducing costs for poorer families.

The BoM is also considering whether it is appropriate to either create, or “sign on to” a statement regarding “fossil fuels” or “climate change”. One such statement that has been proposed, and which the BoM will consider at its Twelfth Month meeting, is at:

http://investorsonclimatechange.org/wp-content/uploads/2014/09/GlobalInvestorStatement2014_Final.pdf

NEYM is a constituent of the Pooled Funds, but also, in many ways, represents NEYM. The BoM is very interested in hearing from all Pooled Funds constituents regarding this issue, and what steps the BoM might take, or what policies or guidelines the BoM might develop, to help the BoM in trying to have the investments in the Pooled Funds reflect the concerns and beliefs of NEYM Friends and particularly Pooled Funds constituents.

The BoM would be very interested in hearing from the Permanent Board regarding any clear guidance regarding what are, and what are not, acceptable investments with regards to fossil fuels or climate change. Please be as specific as possible. Because of the ubiquity of fossil fuels and their integration into our lives, from providing power to providing food, clothing and consumer goods, a statement such as “do not invest in fossil fuels” is unhelpful, as, taken to its logical conclusion, prohibits all investment. Thus the BoM asks for specific guidance on what investments that relate directly to fossil fuel exploration, extraction/production, transportation, refining, distribution or use are, or are not acceptable to the Permanent Board, so that the BoM can take this under consideration.

Developed by the following groups



GLOBAL INVESTOR STATEMENT ON CLIMATE CHANGE

This statement is signed by 361 investors representing more than US \$24 trillion in assets.

We, the institutional investors that are signatories to this Statement, are acutely aware of the risks climate change presents to our investments. In addition, we recognise that significant capital will be needed to finance the transition to a low carbon economy and to enable society to adapt to the physical impacts of climate change.

We are particularly concerned that gaps, weaknesses and delays in climate change and clean energy policies will increase the risks to our investments as a result of the physical impacts of climate change, and will increase the likelihood that more radical policy measures will be required to reduce greenhouse gas emissions. In turn, this could jeopardise the investments and retirement savings of millions of citizens.

There is a significant gap between the amount of capital that will be required to finance the transition to a low carbon and climate resilient economy and the amount currently being invested. For example, while current investments in clean energy alone are approximately \$250 billion per year, the International Energy Agency has estimated that limiting the increase in global temperature to two degrees Celsius above pre-industrial levels requires average additional investments in clean energy of at least \$1 trillion per year between now and 2050.

This Statement sets out the contribution that we as investors can make to increasing low carbon and climate resilient investments. It offers practical proposals on how our contribution may be accelerated and increased through appropriate government action.

Stronger political leadership and more ambitious policies are needed in order for us to scale up our investments. We believe that well designed and implemented policies would encourage us to invest significantly more in areas such as renewable energy, energy efficiency, sustainable land use and climate resilient development, thereby benefitting our clients and beneficiaries, and society as a whole.

HOW WE CAN CONTRIBUTE

As institutional investors and consistent with our fiduciary duty to our beneficiaries, we will:

- **Work with policy makers** to support and inform their efforts to develop and implement policy measures that encourage capital deployment at scale to finance the transition to a low carbon economy and encourage investment in climate change adaptation.
- **Identify and evaluate low carbon investment opportunities** that meet our investment criteria and consider investment vehicles that invest in low carbon assets subject to our risk and return objectives.
- **Develop our capacity to assess the risks and opportunities** presented by climate change and climate policy to our investment portfolios, and integrate, where appropriate, this information into our investment decisions.
- **Work with the companies in which we invest** to ensure that they are minimising and disclosing the risks and maximising the opportunities presented by climate change and climate policy.
- **Continue to report** on the actions we have taken and the progress we have made in addressing climate risk and investing in areas such as renewable energy, energy efficiency and climate change adaptation.

SCALING UP INVESTMENT: THE NEED FOR POLICY ACTION

We call on governments to develop an ambitious global agreement on climate change by the end of 2015. This would give investors the confidence to support and accelerate the investments in low carbon technologies, in energy efficiency and in climate change adaptation.

Ultimately, in order to deliver real changes in investment flows, international policy commitments need to be implemented into national laws and regulations. These policies must provide appropriate incentives to invest, be of adequate duration to improve certainty to investors in long-term infrastructure investments and avoid retroactive impact on existing investments.

We, therefore, call on governments to:

- **Provide** stable, reliable and economically meaningful carbon pricing that helps redirect investment commensurate with the scale of the climate change challenge.
- **Strengthen** regulatory support for energy efficiency and renewable energy, where this is needed to facilitate deployment.
- **Support** innovation in and deployment of low carbon technologies, including financing clean energy research and development.
- **Develop** plans to phase out subsidies for fossil fuels.
- **Ensure** that national adaptation strategies are structured to deliver investment.
- **Consider** the effect of unintended constraints from financial regulations on investments in low carbon technologies and in climate resilience.

ABOUT AIGCC

The Asia Investor Group on Climate Change (AIGCC) is an initiative set up by the Association for Sustainable and Responsible Investment in Asia (ASRIA) to create awareness among Asia's asset owners and financial institutions about the risks and opportunities associated with climate change and low carbon investing. AIGCC provides capacity for investors to share best practice and to collaborate on investment activity, credit analysis, risk management, engagement and policy. With a strong international profile and significant network, including pension, sovereign wealth funds insurance companies and fund managers, AIGCC represents the Asian voice in the evolving global discussions on climate change and the transition to a greener economy. Visit <http://aigcc.asia.org/>.

ABOUT IGCC

IGCC is a collaboration of 52 Australian and New Zealand institutional investors and advisors, managing approximately \$1 trillion and focussing on the impact that climate change has on the financial value of investments. The IGCC aims to encourage government policies and investment practices that address the risks and opportunities of climate change, for the ultimate benefit of superannuants and unit holders. Visit www.igcc.org.au.

ABOUT IIGCC

The Institutional Investors Group on Climate Change (IIGCC) is a forum for collaboration on climate change for investors. IIGCC's network includes over 90 members, with some of the largest pension funds and asset managers in Europe, representing €7.5trillion in assets. IIGCC's mission is to provide investors a common voice to encourage public policies, investment practices and corporate behaviour which address long-term risks and opportunities associated with climate change. Visit www.iigcc.org.

ABOUT INCR

The Investor Network on Climate Risk (INCR) is a North America-focused network of institutional investors dedicated to addressing the financial risks and investment opportunities posed by climate change and other sustainability challenges. INCR currently has more than 100 members representing over \$13 trillion in assets. INCR is a project of Ceres, a nonprofit advocate for sustainability leadership that mobilises investors, companies and public interest groups to accelerate and expand the adoption of sustainable business practices and solutions to build a healthy global economy. Visit www.ceres.org.

ABOUT PRI

The United Nations-supported Principles for Responsible Investment (PRI) Initiative is an international network of investors working together to put the six Principles for Responsible Investment into practice. Its goal is to understand the implications of Environmental, Social and Governance issues (ESG) for investors and support signatories to incorporate these issues into their investment decision making and ownership practices. In implementing the Principles, signatories contribute to the development of a more sustainable global financial system. Visit www.unpri.org.

ABOUT UNEP FI

UNEP FI is a global partnership between UNEP and the financial sector. Over 200 institutions, including banks, insurers and fund managers, work with UNEP to understand the impacts of environmental and social considerations on financial performance. Through its Climate Change Advisory Group (CCAG), UNEP FI aims to understand the roles, potentials and needs of the finance sector in addressing climate change, and to advance the integration of climate change factors - both risks and opportunities - into financial decision-making. Visit www.unepfi.org.

ACKNOWLEDGMENTS

The sponsoring organisations thank CDP for its support of the statement. CDP is an international, not-for-profit organisation providing the only global system for companies and cities to measure, disclose, manage and share vital environmental information (www.cdp.net).

THIS STATEMENT WAS LAUNCHED IN SEPTEMBER 2014.

SIGNATORIES

ACA Investments	CareSuper	Fjärde AP-fonden (Fourth Swedish National Pension Fund)
Achmea	Cathay Financial Holdings	Folksam
Acorus Capital	Catholic Health Initiatives	FONDS DE RESERVE POUR LES RETRAITES (FRR)
ACTIAM	Catholic Superannuation Fund	Fortius Funds Management
Addenda Capital	CBRE Global Investors	Franciscan Friars (OFM), St. John the Baptist Province, JPIC Office
Aegon Asset Management	Cbus Superannuation Fund	Franciscan Sisters of Perpetual Adoration, Inc.
Allan Gray Australia Pty Ltd	CCLA Investment Management	Friends Fiduciary Corporation
Alliance Trust PLC	CEI	FSM Development Bank
Allianz Global Investors	Celadon Capital	Generation Investment Management
Allianz Group	CHE Trinity	Glasswaters Foundation
ALPHA BANK	Christian Brothers Investment Services, Inc.	Government Employees Pension Fund (GEPF) of South Africa
Altrinsic Global Advisors	Christian Super	GPT
AMP Capital	Christopher Reynolds Foundation	Great Lakes Advisors – Disciplined Equity Team
Amundi Asset Management	Church Commissioners for England	Greater Manchester Pension Fund
Andra AP-fonden AP2	Church of England Pensions Board	Green Century Capital Management
AP7	Clean Yield Asset Management	Grosvenor Fund Management
Aperio Group	ClearBridge Investments	Groupama Asset Management
APG Asset Management	Climate Change Capital	Hampshire College
Apollo Investment Management Ltd	Colonial First State Global Asset Management	Henderson Global Investors
Arcus Foundation	COMGEST	Hermes Equity Ownership Services
Arjuna Capital	Commonwealth Financial Group	Hermes Fund Managers
Armstrong Asset Management	Compensation Employees' Union	Hermes Real Estate Investment Management
As You Sow	Compton Foundation	HESTA
ASN Bank	Congregation of the Passion	HgCapital
Atkinson Charitable Foundation	Connecticut Retirement Plans & Trust Funds	Humanis
ATP Group	Custodian and Allied Plc	IFM Investors
Australian Ethical Investment	Daughters of Charity, Province of St Louise	IL&FS INVESTMENT MANAGERS LIMITED
AustralianSuper	DBL Investors	Illinois State Board of Investment
Avaron Asset Management	de Pury Pictet Turrettini & Cie S.A.	Impax Asset Management
Aviva Investors	Delta Lloyd Asset Management	Inflection Point Capital Management
AXA Group	Deutsche Asset & Wealth Management	ING Investment Management International
AXA Investment Managers	Dignity Health	Insight Investment
Bank J. Safra Sarasin	DNB	Institute of the Blessed Virgin (Loretto Sisters)
Bank Vontobel	Domini Social Investments LLC	Interamerican Hellenic Insurance Group
Batirente	Dominican Sisters of Hope	Investa Commercial Property Fund
BBC Pension Trust Ltd	Dragon Capital Group	Investa Property Group
BBVA	Earth Capital Partners	IRCANTEC
BC Government & Service Employees' Union	Eco-Frontier Global Capital	Ivey Foundation
British Columbia Investment Management Corporation	EcoAlpha Asset Management, LLC	Jesuits in Britain
Bedfordshire Pension Fund	Edinburgh Partners Limited	Jonathan Rose
BlackRock	EKO Asset Management Partners	Jupiter Asset Management
Blumenthal Foundation	Element Investment Managers	Justice Team of the Congregation of St. Joseph
BMS World Mission	Environmental Investment Services Asia Limited	Kempen Capital Management
BNP Paribas Investment Partners	Environmental Technologies Fund	Kent County Council Superannuation Fund
Boardwalk Capital Management	Epworth Investment Management Ltd	Kleinwort Benson Investors
Bon Secours Health System, Inc.	Equilibrium Capital Group	Klima INVEST Green Concepts GmbH
Boston Common Asset Management	ERAFF (French public service additional pension scheme)	KLP
Boston Provident Partners, LP	Essex Investment Management, LLC	Krull & Company
Bpifrance	Ethos Foundation Switzerland	La Banque Postale
BRAINERD Foundation	Etica SGR S.p.A.	Laird Norton Family Foundation
Breckinridge Capital Advisors	Eureka Funds Management Limited	Land Bank of the Philippines
BT Financial Group	Evangelical Lutheran Foundation of Eastern Canada	Legal & General Investment Management
BT Pension Scheme	Everence and the Praxis Mutual Funds	Local Government Super
Bullitt Foundation	F&C Investments	LocalTapiola Asset Management Ltd
CA Catholic Congregations for Responsible Investing	Första AP-fonden (AP1)	Lombard Odier
Caisse des Dépôts	FEDERAL FINANCE GESTION	Loyalis Verzekeringen
California State Controller	FEDERIS GESTION D'ACTIFS	LUCRF Super
CalPERS	Ferrostaal Capital GmbH	Macroclimate LLC
CalSTRS	Financière de l'Echiquier	MARGUERITE ADVISER
Calvert Investments	First Affirmative Financial Network	
Canadian Labour Congress (CLC) Staff Pension Plan	FirstRand Ltd	
Candriam Investors Group		
Capricorn Investment Group, LLC		

SIGNATORIES (continued)

Marshall Street Management	Portfolio Advisory Board, Adrian Dominican Sisters	Stichting Pensioenfonds ABP
Martin Currie Investment Management	Portfolio 21	Stichting Pensioenfonds voor de Woningcorporaties
Maryknoll Fathers and Brothers	Presbyterian Church in Canada	Stichting Personeelspensioenfonds APG
Maryknoll Sisters	Presbyterian Church in Canada Pension Plan	Storebrand ASA
Maryland Treasurer's Office	Progressive Asset Management, Inc.	Sura PerÅ°
Matrix Asset Management Inc.	Province of St. Joseph of the Capuchin Order	Swedbank Robur Fonder AB
Mayfair Capital Investment Management	Prudential Portfolio Managers South Africa	Swiss Re
Meeschaert Asset Management	Quakers in Britain	Syntrus Achmea
Mennonite Education Agency	Rathbone Investment Management	Tellus Mater Foundation
Mercer	REI Super	Temporis Capital LLP
Merck Family Fund	Robeco	TerraVerde Capital Management
Mercy Health	Rockefeller Asset Management	The Betsy and Jesse Fink Foundation
Mercy Investment Services	Rockefeller Brothers Fund	The Catherine Donnelly Foundation
Mergence Investment Managers	Rothschild & Cie Gestion Group	The Central Finance Board of the Methodist Church
Merseyside Pension Fund	Royal London Asset Management	The Church of Sweden
Metcalf Foundation	RPMI Railpen	The Congregation of the Sisters of Mercy of Newfoundland
Miller/Investments, Inc.	Russell Investments	The Environment Agency Pension Fund
Mirova	SAIL Capital Partners LLC	The J.W. McConnell Family Foundation
Mirvac	Sanlam Investment Management	The Joseph Rowntree Charitable Trust
Mission Responsibility Through Investment, Presbyterian Church (U.S.A.)	SANTAM Ltd.	The Link REIT
MissionPoint Partners	Sarasin & Partners	The Lutheran Council of Great Britain
Mitsubishi Corp. – UBS Realty Inc. MN	Schroders	The Pensions Trust
Mondrian Investment Partners	SEB Investment Management	The Skoll Foundation
Nanuk Asset Management	Secom corporate pension fund	The Sustainability Group of Loring, Wolcott & Coolidge
Nathan Cummings Foundation	Sentinel Sustainable Funds	The Townsend Group
Natixis Asset Management	Servite Friars – The Province of the Isles	TIAA Henderson Real Estate
Natural Investments	Shinhan Bank	Tiemann Investment Advisors, LLC
Nedbank Limited	Sindicatum Sustainable Resources Group	Toronto Atmospheric Fund
NEI Investments	Sinsinawa Dominican Shareholder Committee	Tredje AP-fonden
New England Province of the Society of Jesus	Sisters of Charity – Halifax	Trillium Asset Management, LLC
New Forests	Sisters of Charity of New York	Triodos Investment Management
New York City Comptroller's Office	Sisters of Charity of Saint Elizabeth	Union Investment
New York Province of the Society of Jesus	Sisters of Instruction of the Child Jesus	Asset Management Holding
New York State Comptroller	Sisters of Saint Joseph of Boston	Unipension Fondsmæglersekskab A/S
NGS Super	Sisters of St. Ann	UniSuper
Nordea Asset Management	Sisters of St. Dominic Blauvelt, New York	Unitarian Universalist Association
Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC)	Sisters of St. Dominic of Caldwell, NJ	United Church Funds
OceanRock Investments Inc.	Sisters of St. Francis of Philadelphia	United Church of Canada
OFI ASSET MANAGEMENT	Sisters of St Ursula	United Nations Foundation
OFI REIM	Sisters of the Good Shepherd-Province of New York	United Nations Joint Staff Pension Fund
Oikocredit International	Sisters of the Holy Family	Universities Superannuation Scheme – USS
Old Mutual	Sisters, Servants of the Immaculate Heart of Mary – Leadership Council	Ursuline Sisters of Tildonk, U.S. Province
OPSEU Pension Trust	Society of the Holy Child Jesus, American Province	V. Kann Rasmussen Foundation
Oregon State Treasury	Socrates Fund Management Ltd.	Vancity Investment Management Ltd.
Panahpur	Solaris Investment Management	Veris Wealth Partners
Parnassus Investments	Sompo Japan Nipponkoa Insurance Inc.	VicSuper Pty Ltd
Pax World Management LLC	Sonen Capital	Victorian Funds Management Corporation
Pennsylvania State Treasurer	South Pole Carbon Asset Management Ltd	Village Power Finance
Pensioenfonds Metaal en Techniek (PMT)	South Yorkshire Pensions Authority	Vision Super Pty Ltd
Pensioenfonds Vervoer	SSM US/Caribbean Province	Walden Asset Management
PensionDanmark	St. Joseph Health System	Washington State Treasurer
Pensions Caixa 30	Stafford Capital Partners	Water Asset Management
Perpetual Investments	Stafford Timberland	Wespath Investment Management
PGGM	Standard Bank	West Midlands Pension Fund
Pictet Asset Management	Standard Life Investments	WHEB
Pioneer Investments	StatewideSuper	Wilbanks Partners llc
PKA A/S	Stephen Whipp Financial	Youville Provident Fund
Plater Trust	Stepstone Group LP	Zevin Asset Management, LLC
Platina Partners	Stichting Bedrijfstakpensioenfonds voor de Bouwnijverheid (bpfBOUW)	
Plato Investment Management Limited		
Polden-Puckham Charitable Foundation		

November 15, 2014

Request to Permanent Board from *Faith and Practice* Revision and Publications and Communications Committees

Jan Hoffman, Clerk, *Faith and Practice* Revision Committee

Emily Taber, Clerk, Publications and Communications Committee

Faith and Practice Revision and Publications and Communications committees would like to submit an application for funding the publication of the Interim *Faith and Practice* from the Obadiah Brown Fund. Permanent Board has already granted us (at its August 2014 meeting) permission to withdraw funds from the F&P Revision Board-Designated Fund (3620) for this purpose, with the expectation that the money withdrawn from this fund would be replenished. This application represents our attempt at replenishing the Board-Designated fund, as well as covering the costs of an as-yet-unpublished large-print edition.

As we have been informed, we must follow the procedures in the below Permanent Board minute:

PB 8/3/91 #15 Yearly Meeting committees, individual committee members, or Yearly Meeting staff wishing to apply for a grant in support of the ongoing work of a Yearly Meeting committee or of a Yearly Meeting staff person, or to apply for a grant to initiate new work of such a committee or Yearly Meeting staff person, should prepare the grant application in consultation with the Yearly Meeting Finance Committee. Any application for a grant of \$1000 or more must have the approval of the Yearly Meeting in session or of the Permanent Board, and carry a written endorsement by the Clerk of the Yearly Meeting or by the Clerk of the Permanent Board before it is submitted. These restrictions shall not apply to the committees of the Yearly Meeting which are authorized from time to time to make general appeals directly to members of the Yearly Meeting. If any grant application involves the hiring of or contracting with additional personnel, approval and written endorsement by the clerk of the Personnel committee must be obtained.

This application has already been reviewed by Finance Committee and so now we are presenting it for endorsement by Permanent Board.

Please find the relevant application materials attached.

Obadiah Brown Benevolent Fund/Sarah Swift Fund Proposal

Submitted by: NEYM Publications and Communications Committee (Emily Taber, Clerk) and NEYM *Faith and Practice* Revision Committee (Jan Hoffman, Clerk)

Purpose of the request: To support the design, printing, and distribution of the *Interim Faith and Practice* 2014 by:

1. Replenishing the Faith and Practice Revision Fund
2. Funding the creation of a large print version of *Interim Faith and Practice* 2014

Project Description: At New England Yearly Meeting Sessions 2013, several Friends asked that all the *Faith and Practice* material given preliminary approval so far be printed in a single document that could be easily used and referred to by meetings and individuals. In response, the *Faith and Practice* Revision Committee prepared the text for an *Interim Faith and Practice* which appeared in print at NEYM Sessions August 1, 2014. Each monthly meeting and worship group was given a copy for their library and a copy for their clerk (if applicable), with additional copies available for purchase.

In order to have copies available at New England Yearly Meeting Sessions this year, we received approval from NEYM Permanent Board to dip into the F&P Revision Board-Designated Fund for publishing the final *Faith and Practice*. As part of this approval, Permanent Board expected that this fund would be replenished. Money from sales of the 2014 *Interim Faith and Practice* would be deposited in that Fund, as well as income from sales of the 1985 *Faith and Practice*. In addition, the Board expected that grant money would be sought.

Some Friends in the Yearly Meeting have expressed an interest in a large-print edition of the *Interim Faith and Practice*. We are currently in the process of collecting bids for this work and hope to be able to publish the large-print edition in the coming months.

Preparing the *Interim Faith and Practice* has been a collaboration between *Faith and Practice* Revision Committee and Publications and Communications Committee, with additional support and guidance from NEYM staff.

Amount requested: \$9,148

Budget Explanation: See attached budget for expense/other funding details.

Total costs are \$15,663. We received \$9148 from the Board-Designated Fund, which will need to be replenished. We have already received a contribution from the Mosher Book and Tract Fund for \$1515. We anticipate that we will sell 500¹ copies of the *Interim Faith and Practice* at a price of \$10 each (\$5000 total), for a grand total of \$6515 to go back into the Board-Designated Fund. It was important to us to keep the price affordable, so we are selling each copy for less than the actual cost of printing. Any funding from Obadiah Brown would fill this gap, cover the costs of the gift copies to meetings and worship groups, and produce the large-print edition. At this time, we are not sure how many copies of the large-print edition we can expect to sell (and what the proceeds from those sales might be), and so we are requesting funding for the full estimated cost of designing and printing the large-print edition.

¹ We have 550 copies available for sale (750 total printed, with 200 being donated to meetings), but we are accounting for the fact that we may not sell every copy, and so are only estimating sales for 500 copies.

Interim Faith and Practice Budget		
for Obadiah Brown Fund application		
Actual Expenses for Regular-Print edition of <i>Interim Faith and Practice</i>		
Designer		\$ 5,000.00
Printing (750 copies)		\$ 5,663.00
<i>Total</i>		\$ 10,663.00
Estimated Expenses for Large-Print Edition of <i>Interim Faith and Practice</i>		
Total Estimate for Design and Printing		\$ 5,000.00
<i>Total estimated expense (actual regular-print costs + large-print estimate)</i>		\$ 15,663.00
Funding Sources		
Contribution from Mosher Book and Tract Fund		\$ 1,515.00
Expected Income from Sales (estimated)		\$ 5,000.00
<i>Total Funding</i>		\$ 6,515.00
Current Funding Needs		
Total estimated expense		\$ 15,663.00
Total funding		\$ (6,515.00)
Amount Requested from Obadiah Brown Fund		\$ 9,148.00

NEYM Treasurer's Report to Permanent Board for 11/15/2014

Prepared by Ben Guaraldi

FY14 is still not quite closed. There remain some calculations and accounting decisions. However, I am able to preliminarily report great news! The deficit in FY14 will be drastically less than budgeted—around \$14,000 instead of \$49,004. Individual income was 22% higher than budgeted and Sessions program fees were 17% higher than budgeted! (And note that Sessions fees are 29% higher than the number I reported was realistic in February.)

We also received 99% of our budget in Monthly Meeting Contributions. These were boosted by an increase of \$7,417 from Monthly Meetings to Equalization, some of which was due to Monthly Meetings contributing their own equalization funds to the Yearly Meeting as they were no longer needed given the pay-as-led approach to Sessions fees. It is not clear whether we can expect these levels of Individual Contributions, Sessions fees, and Equalization to continue in future years, though the Individual Contributions at least is at the same level as it was in FY13.

We did end up overspending our travel budget by 11% as authorized by the September meeting of Permanent Board.

One item that came up while closing the books is that Permanent Board minuted (2/27/93, minute 8) that annually the accumulated income of the Alice Needham Fund is to be sent to Cambridge Friends School and the Meeting School so it can "be used as scholarship aid for Friends' children." This year, the Meeting School board clerk said that they could no longer accept money for this purpose, so for FY14 the entire available amount from this fund (\$812) was given to Cambridge Friends School. With no further guidance from Permanent Board, the NEYM Treasurer will continue to give the entire available amount of this fund to Cambridge Friends School. I note that the original bequest was to Lynn Monthly Meeting to provide for the education of children of Friends in that area.

Please feel free to ask me any questions in person or by email to treasurer@neym.org.

NEYM Operating Activities for FY2014

October 1, 2013 to September 30, 2014

(still not final, but close)

	Preliminary Actual	Total Budget	over Budget	% of Budget
Income				
4010 Individual Contributions	134,734	110,000	24,734	122%
4020 Monthly Meeting Contributions	307,437	310,000	(2,563)	99%
4030 Organizations Contributions	943	-	943	∞
4050 Interest and Dividend Income	21,579	33,500	(11,921)	64%
4070 Books and other Items	17,391	20,000	(2,609)	87%
4077 Consulting Fee Contribution	200	-	200	∞
4080 Retreat Program Fees	46,143	53,370	(7,227)	86%
4085 Sessions Program Fees	206,413	176,970	29,443	117%
4099 Net Assets Released To/From	-	-	-	-
Total Income	734,840	703,840	31,000	104%
Expenses				
4000 Reconciliation Discrepancies	-	-	-	-
5000 Staff				
5010 Salaries & Wages	258,847	263,712	(4,865)	98%
5020 Payroll Taxes	18,911	20,098	(1,187)	94%
5033 Health Benefits	53,514	53,385	129	100%
5035 Retirements	23,969	23,984	(15)	100%
5040 Disability	1,219	900	319	135%
5045 Workers' Compensation	700	900	(200)	78%
5060 Staff Development	3,115	4,000	(885)	78%
5050 Spiritual Retreats	400	1,200	(800)	33%
Total 5000 Staff	360,674	368,179	(7,505)	98%
5100 General & Administration				
5120 Bank Expense	7,873	5,000	2,873	157%
5130 Contracted Services	13,797	8,200	5,597	168%
5140 Legal Services	477	10,000	(9,523)	5%
5150 Liability Insurance	2,738	4,000	(1,262)	68%
5160 Payroll Service	1,715	2,500	(785)	69%
5170 Recruiting Expense	80	500	(420)	16%
5180 Rent	9,350	9,350	-	100%
5190 Misc. Expense	1,045	-	1,045	∞
5220 Cleaning Services	264	265	(1)	100%
5230 Maint - Equip & Hardware	237	1,250	(1,013)	19%
5240 Postage	3,604	2,500	1,104	144%
5250 Office Equipment	509	1,250	(741)	41%
5260 Office Supplies	2,541	2,250	291	113%
5270 Printing & Copying	1,616	4,500	(2,884)	36%
5280 Software & Updates	4,727	1,500	3,227	315%
5290 Telephone	3,416	4,000	(584)	85%
Total 5100 General & Administration	53,988	57,065	(3,077)	95%

NEYM Operating Activities for FY2014

October 1, 2013 to September 30, 2014

(still not final, but close)

	Preliminary Actual	Total Budget	over Budget	% of Budget
5300 Travel & Conferences			-	
5310 Travel - Committee	3,777	2,300	1,477	164%
5320 Travel - Clerk	4,634	5,000	(366)	93%
5330 Travel - Programs	2,923	3,000	(77)	97%
5335 Travel - Representatives Travel	4,967	4,500	467	110%
5350 Travel - Staff	15,757	14,000	1,757	113%
5360 Travel - Ministries	-	-	-	0%
Total 5300 Travel & Conferences	32,058	28,800	3,258	111%
6000 Programs				
6105 Honoraria - Speakers/Wkshp Ldrs	12,920	11,100	1,820	116%
6110 Sessions Room & Board	150,142	144,000	6,142	104%
6112 Retreats - Room & Board	37,191	30,000	7,191	124%
6125 Program Expenses	9,819	14,800	(4,981)	66%
6130 Committee Expenses - General	16,893	23,451	(6,558)	72%
Total 6000 Programs	226,965	223,351	3,613	102%
6140 Books and Other	13,151	17,200	(4,049)	76%
6200 Benevolence	48,060	48,749	(689)	99%
6600 Publications				
6610 Yearly Meeting Minute Book	5,932	4,000	1,932	148%
6620 New England Friend	8,064	5,000	3,064	161%
6630 Other newsletters	258	500	(242)	52%
Total 6600 Publications	14,254	9,500	4,754	150%
Total Expenses	749,150	752,844	(3,694)	100%
Net Operating Income	(14,310)	(49,004)	34,694	29%

Internal Nominating Committee Report to Permanent Board Nov, 2014

Clerk: Holly Baldwin 2012 – 2015

Recording Clerk : Bruce Neumann 2012-2015

2015	2016	2017	2018	2019
Aimee Belanger Ben Guaraldi Galen Hamman Jan Hoffman Rebecca Leuchak Patsy Shotwell Rosemary Zimmerman	#Sarah Gant #Sandy Isaacs Bruce Neumann Elias Sanchez-Eppler Fritz Weiss Nancy Isaacs Elizabeth Szakowski	Holly Baldwin #Suzanna Schell Sara Smith Karen Sanchez-Eppler Travis Belcher Hannah Zwirner	Susan Davies # Donn Weinholtz Jean McCandless Rebecca Steele Jeremiah Dickinson Rocky Malin Leanna Kantt Justice Erikson	Jackie Clark Ian Harrington Chris Gant Ginny Bainbridge Bill Walkauskas Philip Stone #Deanna Chase #Carolyn Stone #Allan Kohrman

in second term (can't be reappointed)

* filling out term – can be reappointed 2 entire terms

Sub Committee	2015	2016	2017	2018
Clerks Nominating	Christopher McCandless Rosemary Zimmerman	Allan Kohrman Ben Guaraldi	Fran Brokaw +Benigno Sanchez- Eppler	
Personnel	+Judith Shea (resigned -vacancy) Carolyn Stone	Rebecca Leuchak Jan Hoffman Bob Murray Edward Baker	Chris Gant Karen Sanchez - Eppler (resigned-vacancy) Elizabeth Szakowski	
Internal Nominating	Donn Weinholtz Sarah Sue Pennell	Patsy Shotwell Carolyn Stone	Susan Davies	# Donn Weinholtz + # Sarah Sue Pennell
YM Nominating at Large	Nancy Isaacs Connie Kincaid-Brown	Rhoda Mowry Virginia Bainbridge Eileen Cummings (resigned-vacancy)	+ Sara Sue Pennell Richard Ristow Leslie Umans	
NEYM Secretary Supervisor		Edward Baker		

Bold = Submitted for Permanent Board Approval

+ = not on Permanent Board

in second term (can't be reappointed)

Friends Camp Nominating: Brad Bussiere-Nichols, Mary Knowlton (2015 – 2016)









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Final Audit Report

2023-03-15

Created:	2023-01-12
By:	Office Manager (office@neym.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMCr-djFwgwpAwM33_4ninplka4QregOc

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-  Signer baldwin.holly@gmail.com entered name at signing as Holly Baldwin
2023-03-15 - 8:09:04 PM GMT- IP address: 73.228.48.14
-  Document e-signed by Holly Baldwin (baldwin.holly@gmail.com)
Signature Date: 2023-03-15 - 8:09:06 PM GMT - Time Source: server- IP address: 73.228.48.14
-  Agreement completed.
2023-03-15 - 8:09:06 PM GMT

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