

**New England Yearly Meeting of the Religious Society of Friends  
Permanent Board Minutes  
January 19, 2013  
Framingham Monthly Meeting**

**13-01 Opening Worship:** We gathered for worship at Framingham Monthly Meeting. During our opening worship we heard that former PB clerk Edward Baker has Thyroid cancer, and we sent our collective prayers to him and his family.

**13-02 Welcome:** we were greeted by John Robinson (clerk) and Susan Woodrow, both of Framingham Meeting, who welcomed us to their Meetinghouse.

**13-03 Roll Call:** The recording clerk called the roll:

**Present:** Holly Baldwin, Aimee Belanger, Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Ben Guaraldi, Jan Hoffman, John Humphries, Nancy Isaacs, Sandy Isaacs, Mary Knowlton, Allan Kohrman, Rebecca Leuchak, Christopher McCandless, Robert Murray, Bruce Neumann, Karen Sanchez-Eppler, Suzanna Schell, Patricia Shotwell, Caroline Stone, Philip Stone, Jane Van Landingham, Donn Weinholtz, Fritz Weiss, Carl Williams, Rosemary Zimmermann, Hannah Zwirner

**Regrets:** Edward Baker (Clerk of Personnel), Eric Edwards, Sarah Gant, Galen Hamman, Elias Sanchez-Eppler, Sara Smith, Noah Baker Merrill (Yearly Meeting Secretary).

**Ex-officio:** Edward Mair (Treasurer), Jacqueline Stillwell (Presiding Clerk), Jonathan Vogel-Borne (Yearly Meeting Secretary), Maria Lamberto (Clerk of Finance).

**Guests:** Cynthia Ganung (Wellesley), Roland Stern (Wellesley), Honor Woodrow (Framingham), Kathleen Wooten (Lawrence), Judith Shea (New Haven), Dwight Lopes (New Haven)

**13-04 Minutes:** Friends reviewed the minutes from our November 17<sup>th</sup> meeting. The minutes were **approved**.

**13-05 Legacy Discernment Committee:** For the ad hoc committee, Suzanna Schell reported on progress since our November meeting (PB Minute 12-104). We heard that a revised letter inviting groups to consider how the Legacy Gift might be used, and Queries to assist in discernment, have been sent to clerks of all MM's, QM's, and YM committees, as well as YAF's and Young Friends. Additional materials for the discernment process will be available soon at NEYM.org. Nia Thomas has requested assistance in presenting the topic to Young Friends.

At our November meeting, the ad hoc committee communicated that more members would be useful, and we heard that Sarah Gant, Nellie Herman (Monadnock), and Eileen Cummings (Winthrop Center) have agreed to join the committee, which would welcome more assistance, particularly from the YAFs,

from the Pooled Funds, and people willing to travel representing the work of the committee. We **approved** allowing the committee to accept new members, asking them to report at our next meeting.

We heard a letter that the YAFs had prepared at their annual mid-winter retreat, as a result of their discernment about the Legacy Gift. They encourage us to focus, not on the money, but on “the new life which is rising up in our Yearly Meeting, and allow the money to follow those channels.” Feeling challenged to faithful listening in all our work, and to deeper discernment as we move forward, we were reminded that if we are listening to God, we will be led in faith to what we are supposed to do. We noted the potential connections between new life, the Legacy Gift, and our consideration of the YM structure; and that discernment must consider what *is* the work, or ministry, of the body.

The clerk called us into a period of worship so that we might have time to reflect and absorb what we had heard, and to feel for how the challenge may lead us.

**13-06 Student Loan Discernment:** For the ad hoc Student Loan Discernment group, Allan Kohrman reported on that group’s conclusions. Their sense is that, due to vast increases in tuition and the wide availability of federal loans, the modest sums traditionally offered by this fund have limited usefulness, and note that the Student Loan Committee has not functioned for 3 years. The group recommends four proposals: 1) Stop creating new loans, 2) Donate the existing money (\$56K) to scholarships for Quaker children at New England Quaker schools, 3) Ask the accounts manager to follow up with existing loans (\$82K), distributing these funds to those same schools as they are received, and 4) Lay down the Student Loan Committee.

Friends observed that the issue is not lack of need, but that the need is much greater than the existing fund and administration can handle. We heard both that huge debt can have an enormous impact on the spirit and activity of recent graduates, and that the greater flexibility of repayment of these loans has been a comfort and assistance to Friends in the past.

We were also cautioned that we are not particularly good financial stewards, and that any increase in funds distributed would require an increase in administrative oversight, which should not fall on an already overworked staff. Even the proposal for terminating the loan program puts an extra burden on the Accounts Manager.

Recognizing that nurturing the life of the spirit may yet include some form of financial support for education, we agreed to lay down the ad hoc Student Loan Discernment Group, but to defer decisions on their recommendations. We **approved** establishing an ad hoc Student Aid Re-visioning Committee, consisting of Hannah Zwirner, Aimee Belanger, and Rebecca Leuchak, and **approved** the following charge:

Acknowledging that the current model of student loans is no longer viable, but recognizing that there is life in the concern for how we provide financial support to YM members in need, we ask this ad hoc committee to consider how the Yearly Meeting might support students of any age, who might need financial aid for educational pursuits.

Ultimately we would need to consider ways to fund and administer a new program, but we ask this group to begin by reaching for an understanding of whether there is an emerging ministry of the YM to address these needs, and for ideas of how these ideas might be met.

**13-07 Presiding Clerk Report:** Jackie Stillwell reported that Sessions Committee met in December, and that work on the March 23 Mid-Year Gathering is progressing with enthusiasm. A poster has been prepared, and on-line registration is now available for this one-day event. Jeff Hipp and Dorothy Grannell, and Jean McCandless are carrying the heart of this work.

Coordinating and Advisory Committee (C&A) gathered at Woolman Hill for a one day retreat, to consider the transition of Yearly Meeting Secretaries. C&A has also begun a dialogue about the need for long-term financial planning. They hope that C&A and PB together can envision a longer-range plan that will ensure the financial stability of the YM.

C&A also spent time considering the charge (see attachment to PB November 17 minutes) for the Structural Review Committee. They are concerned that the charge is too broad, and recommend that the ad hoc Committee review the charge themselves and bring back recommendations for prioritizing the work. Reflection on past endeavors suggests that the committee's eventual recommendations will be most effective if their work has included on-going engagement with as much of the YM as is possible. One Friend offered the Faith and Practice Revision Committee model, of bringing segments of their work and conclusions forward as they become clear.

**13-08 Structural Review Committee:** The Clerk reported on progress with the composition of the committee. Committed Friends include those who volunteered at Sessions, some whose names were raised at our November meeting, and others whose names were discerned by C&A. Several individuals are still considering. Reminding us that we do not need to approve these names, since PB gave authority to name the committee to C&A, the Clerk named the current composition of the committee as follows:

Anna Barnett (Portland)	Christopher McCandless (Burlington)
David Cadbury (Midcoast)	Bruce Neumann (Fresh Pond)
Lisa Graustein (Beacon Hill)	Alana Parkes (Beacon Hill)
Christopher Haines (Fresh Pond)	Jay Smith (Concord)
Cliff Harrison (Cambridge)	Jackie Stillwell (Monadnock)
Janet Hough (Cobscook)	Honor Woodrow (Framingham)
Debbie Humphries (Hartford)	

**13-09 Treasurer's Report:** Ed Mair reports that while we are slightly ahead in individual donations this year, he remains deeply concerned about the combination of last year's deficit and this year's challenge budget. While we have reserves to cover several years of such deficits, the situation calls for more active planning to prevent the eventuality of depleting the reserves. Ed voiced what he

recognizes as a rare opinion, that the Legacy Gift could be used to support the general budget. We discussed the need for monthly meetings to increase their contributions, hearing that finance committee has been reluctant to publicize a recommended per member contribution (\$115). One Friend recalled, that at the outset of hiring youth programs staff, MM's rose to the challenge of raising contributions to support the staff. Perhaps we need to communicate more with MM's as to what their contributions support. In the context of several Friends' questions about interpreting the financial reports, we were reminded that, in having some financial oversight, we have a responsibility to learn to understand them.

**13-10 Yearly Meeting Secretary Report:** Noting the Noah Baker Merrill is away, filling a previously scheduled engagement, Jonathan Vogel-Borne rose to speak about Quaker affairs in New England and beyond. We heard a very brief report about his and Minga's trip to Israel and Palestine, and that they are both eager to speak to groups about their experience.

Beth Collea (NEYM Religious Education Coordinator) and Margaret Cooley (Ministry and Counsel clerk) attended the initial consultation of FGC's new initiative on supporting new meetings.

Jonathan has observed an increasing level of interchange between NEYM and New York Yearly Meeting, a joint consultation exploring eldership being the latest example.

Our mid-year gathering will include conversations prompted by FWCC's theme of "Let the Living Waters flow."

Regarding the New England Friends Home, we heard that a cash settlement was offered to resolve a dispute with the caretaker, and that bureaucracy at the Department of Employment has prolonged resolution of their claim that we still owe a large sum. We may need to hire a lawyer to help resolve this.

YM staff – Jonathan notes that we do not yet have a new Archivist, and that the Archives Committee is exploring moving the archives, possibly to Amherst. We still need an administrative assistant.

Jonathan noted that he is enjoying the transfer of responsibility, and encouraged us to welcome Noah into his new role.

**Priorities Budget:** we were presented the first draft of this year's Priorities Budget. Acknowledging the possibility of little or no increase in income in FY'14, Jonathan and Noah have prepared several options which include cuts to staff hours, increasing employee contributions to healthcare, and downsizing the Worcester office. Other, more optimistic levels include COLA and expected, modest salary increases. Jonathan and Noah are not recommending the cuts, but thought that it was important that we understand that these cuts are potential consequences of our financial situation. While Finance Committee will have their first discussion about this on Feb. 9, Personnel Committee has voiced their opposition to any cuts, including the possibility of drawing down reserves. Hearing concerns about our financial health, but also concerns about not panicking, we united for the time being with the Personnel Committee, understanding that the Priorities budget will come back after more discernment.

**13-11 YM Secretary Appreciation:** Noting that Jonathan Vogel-Borne has had “a wide and personal reach,” Holly Baldwin presented Jonathan with a booklet she had prepared, containing personal reflections from a number of Friends. We spent time in worship sharing, hearing reminiscences about our time with Jonathan. We closed with the reminder that while he is leaving the position of YM Secretary, he will still be a part of NEYM.

**13-12 Personnel Committee:** For Personnel Committee, Judith Shea presented the following recommendation for **Supervision of the Yearly Meeting Secretary**, prepared in cooperation with C&A:

The NEYM Secretary will be supervised by a qualified Friend appointed by Permanent Board through its Internal Nominating Committee process for a renewable three-year term. We expect the Supervisor to the Yearly Meeting Secretary will have significant experience and a level of skill as a supervisor to leadership, as well as strong connections to the Yearly Meeting. The Supervisor will serve as a full member of both C&A and the Personnel Committees and will thereby serve as a liaison between these two committees. The Supervisor will be responsible for leading the annual evaluation process of the Yearly Meeting Secretary, which will continue to be the ultimate responsibility of C&A, as outlined in the changes to Yearly Meeting organizational structures approved by Sessions 2009 (2009 NEYM Minute 43).

Friends **approved** the recommendation. Internal Nominating Committee will seek such a person to present for approval in March, but we are comfortable with a Supervisor beginning to serve as soon as they are able. The Presiding Clerk will continue as the YM Secretary’s supervisor in the interim. The Supervisor could be a current member of either C&A or Personnel or it could be a new appointment.

**13-13 Report on Travel to Cuba:** Ben Guaraldi and Honor Woodrow presented an epistle from Cuban Young Friends, expressing their joy at the presence of NEYM YAFs. We also heard a letter from the YAFs describing their experience in Cuba. We heard that for some, the trip was a milestone in their spiritual development, experiencing Cuban forms of worship, and developing “a growing comfort with the unknown and mysterious aspects that come along with trying to live a led life.” We heard that some Friends from Cuba will attend our Mid-year gathering.

**13-14 Travel Minute:** We heard a revised Travel Minute for Kathleen Wooten, who has been led to travel with a concern for fostering community and deeper relationships among Friends. Friends **approved** the minute.

**13-15 Internal Nominating:** For Internal Nominating Committee, Donn Weinholz presented the following names. Friends **approved** these nominations.

- Clerk’s Nominating Committee: Allan Korhrman (Wellesley), Class of 2016
- Internal Nominating: Patsy Shotwell (Wellesley), Class of 2016

- Personnel Committee, Rebecca Leuchak (Providence), Class of 2016
- Yearly Meeting Nominating: Sarah Sue Pennell (Cambridge), Class of 2014

**13-16 Intervisitation:** Noting that Friends had been unable to arrange a gathering with our host Meeting (PB minute 12-113), the clerk recognized that this process may require a different approach than expected, and asked for volunteers to shepherd the process with Smithfield Meeting, site of our next meeting.

**13-17 Closing Worship:** Reminded that “Glorious things will come to pass,” we closed in worship, purposing to meet again on 16 March, 2013 at Smithfield Monthly Meeting.

Holly Baldwin, Clerk  
Bruce Neumann, Recording Clerk



**New England Yearly Meeting of the Religious Society of Friends**  
**Permanent Board Minutes Draft**  
**November 17, 2012**  
**Midcoast Monthly Meeting**

**12-98 Opening Worship:** Friends gathered for worship in the sunny and peaceful meeting room of Midcoast Meeting. We heard a Memorial Minute for Bernice Simpson Douglas.

**12-99 Roll Call:** The Recording Clerk called the roll:

**Present:** Holly Baldwin, Travis Belcher, Susan Davies, Jeremiah Dickinson, Sarah Gant, Jan Hoffman, Nancy Isaacs, Sandy Isaacs, Mary Knowlton, Allan Kohrman, Christopher McCandless, Robert Murray, Bruce Neumann, Karen Sanchez-Eppler, Suzanna Schell, Patricia Shotwell, Sara Smith, Caroline Stone, Phillip Stone, Fritz Weiss, Rosemary Zimmerman, Hannah Zwirner

**Regrets:** Edward Baker (Clerk of Personnel), Aimee Belanger, Debbie Block (resigned), Deana Chase, Eric Edwards, Ben Guaraldi, Galen Hamman, John Humphries, Rebecca Leuchak, Elias Sanchez-Eppler, Jane Van LANDINGHAM, Donn Weinholtz, Carl Williams, Maria Lamberto (clerk of Finance)

**Ex-officio:** Edward Mair (Treasurer), Jacqueline Stillwell (Presiding Clerk), Jonathan Vogel-Borne (Yearly Meeting Secretary), Noah Baker Merrill (YM Secretary designate), Nat Shed (Friends Camp Director)

**Guests:** Suzanne Hallett (Midcoast), Richard Bullock (Acadia), Kathleen Wooten (Lawrence), Leslie Manning (Durham), Carmen Lavertu (Midcoast), Peter Nutting (Vassalboro), Benigno Sanchez-Eppler (Northampton), Beth Collea (Wellesley), Susan Brew (Vassalboro), Kristna Evans (North Shore), Carole Beal (Acadia)

**12-100 Minutes:** The minutes from our August 9 meeting were considered and approved.

**12-101 Yearly Meeting Secretary Report:** Jonathan Vogel-Borne (outgoing secretary) and Noah Baker Merrill (secretary designate) rose together to report on events and issues in the Yearly Meeting. Noah reflected that he is grateful for the lead time between his selection and the start of his tenure. This has allowed him to spend time with Jonathan and others learning about issues and processes, and time in prayer, looking for wisdom on where God is leading us.

Jonathan explained the latest evolution of the minute book: the Minutes of our Annual Sessions will be printed in an 8 ½ x 11 format and mailed to every Monthly Meeting. The Minutes will also be available on-line at neym.org. The Directory, which will include Meeting information, committee information, financial information, and contact information, will be available in a spiral bound volume the size of our current Minute Book.

Jonathan spoke about the staff, noting that Noah will inherit a wonderful Yearly Meeting staff. We heard that Jody Goodman, our Archivist, has left, and that Kevin Lee will be retiring this fall from his many years of leading youth retreats.

Gretchen Baker Smith, who has been sharing a full-time position with Kevin, will take over his responsibilities.

Noah and Jonathan led us in a brief exercise from FUM's Forty Days of Prayer, noting that a number of monthly meetings have groups who have engaged in this discipline. We considered the query: *"As you consider all of the world's needs, and opportunities for ministry in the world, where and how do you sense God is calling FUM to be most involved?"*

**12-102 Memorial Minute:** We approved forwarding Bernice Simpson Douglas's Memorial Minute to Sessions.

**12-103 Mentor:** Recognizing that Noah will be a new (ex-officio) member of Permanent Board beginning in January, we appointed Jan Hoffman as his mentor.

**12-104 Legacy Discernment Committee:** Suzanna Schell, reporting for the Legacy Discernment Committee which also includes Allan Kohrman and Nancy Haines, reviewed their proposal, which includes a letter to be sent to monthly meetings and other groups within the Yearly Meeting, requesting that Friends spend time considering the query: *"This money is a gift from the past to the future. How could this money help Friends answer God's call?"* A suggested timeline looks towards PB reviewing submitted proposals in time to consider them and bring a final proposal to Sessions. Accepting the timeline as a guide, not a rule, we agreed that proper seasoning was more important than rapid resolution. The ad-hoc committee's proposal also includes offering intervisitation to facilitate these discussions, but the named committee declines to travel and requests more members, who would be available and willing to travel in addition to assisting with discernment. Suzanna noted that a variety of materials would be made available on the website, to assist groups in their discernment process. Two suggestions were made about the letter, one to emphasize the corporate nature of the discernment, the other to include a set of queries which Mt. Toby Meeting used in some financial discernment a few years ago.

We heard voices suggesting that the money would be best used as a resource for nurturing monthly meetings, and that discernment should focus on that subject. Recognizing that nurture of meetings will always be a concern, while the gift is a resource very much in the present, we were clear not to limit discernment or proposals. We did suggest that the committee, in its communication with meetings and other groups, encourage them to keep their focus on the MM/QM/YM.

Friends suggested a few more names for this committee. Holly will work with Suzanna, Allan, and Nancy to explore who is willing to participate.

In closing this conversation, we were encouraged to carry our membership in Permanent Board into our own meetings, and facilitate these conversations.

**12-105 Presiding Clerk Report:** Jacqueline Stillwell reported on various developments around the Yearly Meeting. We heard that a draft of the Organizational Manual has been posted at neym.org. The manual is "a tool to help us understand our roles within NEYM and to describe the procedures and practices that provide continuity



in the operation of the yearly Meeting.” We are encouraged to review it and offer thoughts and feedback to Jonathan.

Coordinating and Advisory, together with Personnel Committee, has been considering what the right structure might be to support the Yearly Meeting Secretary, and what would be useful to Noah in his transition. Edward Baker will provide immediate support for this transition, until other structures are set up.

Sessions Committee has picked the theme for next year: “Live up to the light thou hast, and more will be granted to thee.” Plans are moving forward for a mid-year gathering on March 23 in Portland. Two Irish Friends, Simon Lamb and John Fitzgerald will be presenters. We also heard that Sessions Committee has set up a new site-selection committee to explore future locations.

**12-106 Yearly Meeting Structure:** Continuing a discussion initiated by a minute from Nominating Committee (PB Minute 12-49), and continued at our Aug. 4<sup>th</sup> and Aug. 9<sup>th</sup> meetings (PB minutes 12-68 and 12-91), we considered how to move forward with the concern. Jan Hoffman presented a summary (Proposed Charge for ad hoc Structural Review Committee, attached) that she, Christopher McCandless, and Holly Baldwin had prepared. The charge encourages this committee to consider multiple areas of concern which have arisen including: Nominating’s concern about their work and the committee structure; Permanent Boards’ composition and relationship to MM’s; staff structure and work load; and a more general concern about the relationships of Monthly, Quarterly, and Yearly Meetings. We had previously found ourselves moving in the direction of a broader look at YM structure, rather than limiting ourselves to considering the nominating system. Friends reinforced this view, encouraging the ad-hoc committee to “start with a clean sheet of paper, considering what God wants us to do, and how we should structure that work.”

Friends familiar with the urgency of the Nominating issues expressed concerns about the process taking a long time. We were reminded that it *is* possible for such work to happen relatively quickly, and that any new system will itself evolve as new understandings are revealed.

Friends also pointed out that parts of our structure do work well, including Permanent Board.

The Clerk offered a minute of summary and charge, which we **approved**:

We celebrate the life, faithfulness, and work present in the YM, and the opportunity to improve our structures to enable this work to continue and grow. We accept this charge and ask a committee to be formed to explore where the life is, in our YM, and how our structures may help us be of the greatest use to God. We ask that this committee give special and urgent attention to nominating concerns.

Noting that there may be points of common exploration and discovery, between the work of the Legacy Gift Committee and the Yearly Meeting Structure Committee, we suggest they have regular communication.

In closing, we were asked, “How do we enhance the ministry in each of us, and create structures so that we can be the light in the world?”

**12-107 Yearly Meeting Structure Committee:** We considered what gifts will be needed on this committee, noting that it will need a balance of linear thinkers and global thinkers; Friends who are appreciative of history, but not bound by it; and those who have a radical trust in Divine guidance.

The clerk read the names of Friends who have previously expressed interest in service on this committee and Friends raised up a few more. We approved delegating final composition of this committee to C&A. Bruce Neumann agreed to convene the first meeting.

**12-108 Friends Camp:** Nat Shed opened his remarks by expressing his appreciation for his recent sabbatical. He continued by noting that the remove from daily business which this allowed provided an opportunity for reflection on the structure and the future of the Camp. In light of recent history of the New England Friends Home, he feels that there is work to be done to ensure the long-term viability of the Camp. While the Friends Camp Committee is in practice the primary advisory group for the Camp, the nominating process does not always provide a balance of necessary skills, including legal, financial, personnel, development, and insurance. In fact, he reminded us, ultimately Permanent Board has the legal oversight of the Friends Camp. He is asking the Permanent Board for help in considering what structure might be useful in providing the necessary advice, oversight, and fiduciary responsibility.

In considering this request, Friends suggested that some advisory positions should be based on specific skill or function, rather than open nomination. We also heard, again reflecting on the recent history of NEFH, that the camp should engage in periodic review of the relevance and vitality of its ministry.

Friends thanked Nat for suggesting ways we can move toward more sound governance of the Camp, and **approved** forming an ad-hoc committee to explore ways of strengthening the governance of the Camp, consisting of Travis Belcher, Mary Knowlton, and Carolyn Stone. Invitations will also be extended to Finance, Personnel, and Nominating Committees, to send representatives. Travis will convene the first meeting. Friends also **approved** asking Nat and the Camp Committee to explore accreditation for the Camp.

**12-109 Treasurer's Report:** Ed Mair, NEYM Treasurer, presented a few items for our consideration:

- Ed would like to set up two accounts for the receipt of stock donations to the Yearly Meeting. The stock could then be liquidated and the resulting funds transferred to the Pooled Funds. One such account would be in Amesbury, convenient for the current Treasurer and Communications Director who would be signatories. The other account would be at a bank convenient for the DeBurlo Group, managers of the Pooled Funds, where the Yearly Meeting Secretary and Permanent Board Clerk would be signatories. **Friends approved** the creation of two such accounts, and naming the Treasurer, Communications Director, Yearly Meeting Secretary and Clerk of Permanent Board as signatories.

- Ed reported that NEYM had a \$58K deficit last year, due to a combination of factors including a Sessions deficit, lower than expected Monthly Meeting and individual income, and a change of bookkeeping practice. While our reserves are sufficient to carry us through similar deficits for several years, Sessions approval of our FY13 budget, which includes a challenge of \$38K, cannot be taken lightly. Ed pointed at extreme measures taken in Philadelphia Yearly Meeting (PYM) in recent years, due to a series of financial shortfalls. He expressed concern that some in PYM blamed the treasurer for not warning the YM, and stated clearly “The Permanent Board should consider itself warned!” Some Friends expressed regret about Finance Committee’s 2012-13 budget proposal, and Sessions approval of the challenge budget.
- Friends approved the Treasurer’s and the Finance Committee’s recommendation to liquidate the Hill-Hanson fund. Approximately \$30K will be transferred to operating reserves. The Hill-Hanson fund was previously dedicated to the operation of the NEFH.

**12-110 Student Loan Committee:** Christopher McCandless reported that the ad-hoc committee consisting of himself, Travis Belcher, and Allan Kohrman, has begun to consider the value and the structure of the Student Loan program, which has been inactive for several years. Christopher asked for PB authorization to contact individuals with outstanding loans, totaling approximately \$130K. **Friends approved.** The ad-hoc committee will bring a proposal to PB at a later date, concerning the future of the Student Loan program.

**12-111 Nominating:** For Yearly Meeting Nominating Committee, Christopher McCandless presented the following names. **Friends approved:**

- Archives: Donna McDaniel (Framingham) class of 2015
- Ministry and Counsel: Jerry Sazama (Storrs) class of 2015
- FWCC: Sheila Garrett (Monadnock) class of 2015
- FWCC: Judy Goldberger (Beacon Hill) class of 2015
- Racial, Social, and Economic Justice: Nur Shoop (Dover) class of 2015
- Faith and Practice Revision: Susan Davies

**12-112 Puente:** The clerk read a letter from Puente Committee, requesting approval for Benigno Sanchez-Eppler to travel in the ministry as representative of New England Yearly Meeting, to visit Cuba Yearly Meeting; as well as a letter of introduction from Northampton Meeting. **Friends approved** this travel.

**12-113 Intervisitation:** The clerk reported that she met with Susan Davies, John Humphries, Rebecca Leuchak, and Ben Guaraldi, to consider ways to do intervisitation in conjunction with Permanent Board meetings. The group proposes arranging Saturday evening potluck and discussion groups after our meetings. Supportive of the concept, Friends offered a few thoughts: perhaps Friday evening we would be fresher and more light-filled, perhaps we might have a longer lunch period on Saturday, or perhaps the Permanent Board could meet on Sunday.

Understanding that this proposal is a concept in development, and that some choices will depend on the interest and availability at the host meeting, we asked Susan Davies, Ed Mair, Holly Baldwin, and Patsy Shotwell to shepherd this process with Framingham Meeting, location of our January meeting.

PB members who had stayed with local Friends reminded us of the value of building relationships with others around the yearly meeting.

**12-114 Closing Worship:** We closed in worship, purposing to meet again, God willing, on January 19, 2013, at Framingham Meeting.

Holly Baldwin, Clerk

Bruce Neumann, Recording Clerk

January 5<sup>th</sup>, 2013

Brothers and Sisters of New England Yearly Meeting,

Responding to the invitation from Permanent Board to contribute to the discernment on the use of the Legacy gift from the sale of the New England Friends Home, Young Adult Friends gathered in worship at our Mid-Winter Retreat at Mt. Toby Meeting during the weekend of January 3<sup>rd</sup> through 6<sup>th</sup>, 2013. Inspired by this invitation, we chose to focus the theme of our retreat on Friends and money, calling it “Rich with Confusion.” The YAF community has been sitting with this issue since Sessions in August and at the retreat we began a process of corporate discernment.

This invitation is an invitation to hope. Still, we sense fear. There is fear of change, conflict, failure, wielding power, not having enough, seeing our condition clearly, and our movement dying out. But we cannot give in to this fear. We must live our faith, for it is only through the exercise of faith that we can come to new life. It is by taking the risks of faithful action that this new life comes to be and fear is cast out.

We feel blessed by this opportunity to imagine the Quaker movement that might be possible in our time. Some of us had forgotten that we are able to affect anything at all. This visioning has breathed new life into us as we discover work that may not even require money. Let us not be distracted by the question of how to spend the money, but let us enter more deeply into the new life that is already rising up in our yearly meeting and allow the money to follow those channels. This is how we let the living water flow.

We can feel this hope especially in the opportunity to liberate gifts of ministry waiting within us, as well as the evangelism of welcoming people home to this authentic life in the spirit. It is by returning to our deep well of faith that we can respond to the world’s deep need in this time of crisis and change.

We are concerned that the current process may lead to competing proposals rather than building up the unity and life of our yearly meeting. We pray that this concern will be held as we seek a way forward together.

In Love and Light,

Young Adult Friends of New England Yearly Meeting

“Seek ye first the kingdom of God, and His righteousness; and all these things shall be added unto you. Take therefore no thought for the morrow: for the morrow shall take thought for the things of itself. Sufficient unto the day is the evil thereof.” — Matthew 6:33-34

# **STUDENT LOAN COMMITTEE**

## **Report to Permanent Board**

In 1890 New England Friends created the Student Loan Committee to aid our young people with their college tuition. Over the decades our aid proved quite useful; at times we raised so much money that we were able to grant scholarships as well.

But over the years our efforts have been more meager. College tuition as late as the 1960s was as little as \$2000, even at a private school; now expenses can easily be \$40,000 a year or even \$50,000. Our young people have more and more turned to other sources, such as government loans and grants as well as aid from their colleges and universities. Thus the need for the Student Loan Committee has lessened.

For the past three years Student Loan Committee has not functioned. No loans have been made; no notices have been sent to borrowers. Nineteen people have outstanding loans. In the fall Permanent Board asked Travis Belcher, Christopher McCandless, and Allan Kohrman to look into the matter.

We attempted to contact our borrowers. Fourteen borrowers are in the process of repaying or have agreed to get in touch with Frederick Martin, our Accounts Manager, in order to set up a payment plan. One believes that a loan has been paid, and it is possible our records are in error. Frederic will be looking into this. Meanwhile we have \$56,494 in unused funds. The amount owed to us is \$82,033.05.

We propose that the Student Loan Committee be laid down. Given that the money was contributed for educational reasons, we further propose that the money be offered to our four Quaker schools: Moses Brown School, the Lincoln School, Portland Friends School, and Cambridge Friends Schools. The money we contribute would be used for scholarships for children of New England Quakers. As more payments on our loans arrive, the Accounts Manager would from time to time distribute them to the four schools.

Frederic will continue to communicate with the borrowers. Allan Kohrman has agreed to assist him upon request.

We remember all the Quakers who over the decades have contributed time and money to this committee and are thankful for their service.

To: NEYM Permanent Board, meeting on 1/19/2013  
From: Noah Baker Merrill, (Incoming) Yearly Meeting Secretary

Dear Friends,

I hope you will accept my regrets with this written report. I am unable to be with you due to a previous commitment, made prior to the beginning of the YM Secretary search process, to offer the Dwight and Ardis Michener Lecture to Southeastern Yearly Meeting of Friends in Orlando, Florida. The title of the lecture is *Prophets, Midwives, and Thieves: Reclaiming the Ministry of the Whole*. Friends interested in further information can view a brochure at:

[http://www.seym.org/Michener.pdf/NoahBakerMerrill\\_2013.pdf](http://www.seym.org/Michener.pdf/NoahBakerMerrill_2013.pdf)

Trusting that Jonathan will offer a full report, I simply want to offer two notes on the priorities budget process, and to provide an update on the transition and on-boarding process as I assume responsibilities this month as Yearly Meeting Secretary. I hope Friends will hold these as you gather.

### **Tenderness and Clarity in the Priorities Budget Process**

In the draft Priorities Budget document, which Jonathan will present on behalf of both of us, we are for the first time using this tool to look deeply at our options for major cuts in staff salaries, benefits, and office costs. We recognize that adopting the options presented may significantly reduce our capacity to support NEYM's ministries and to provide services we have previously discerned are necessary to our corporate life. We recognize that the options for cuts presented may raise challenging and difficult questions.

As Jonathan will affirm, we are not proposing that any of these cuts be made. We present them to you based on our responsibility to lay before Friends options we as a body need to support our corporate discernment with regard to financial stewardship.

I trust Friends will be aware that what is presented has not yet benefited from further consultation in the wider yearly meeting. In particular, I would ask Friends to hold tenderly our valued relationships with both yearly meeting staff and with Worcester Monthly Meeting (from whom we rent office space). Our adoption of the options presented would significantly impact both of these groups, and neither has yet been consulted due to constraints of timing and workload in the transition.

## **A Multi-Year Approach in Support of Vision**

As Jonathan will emphasize, we believe that our current budgetary challenges must be viewed and addressed in the context of a multi-year approach to financial health in support of our shared vision as a yearly meeting.

This courageous conversation about how together we can still more deeply engage both the expense and the income side of the budget equation – and especially the income side - is one that Coordinating & Advisory has begun. I hope we can help it to happen across the broad spectrum of Friends in New England as we seek a way forward together, because this is work for all of us. As the letter you will hear from our Young Adult Friends community says, we are being invited to hope – imagining “the Quaker movement that could be possible in our time.” I believe that together we can wisely align our resources in support of an emerging, empowering vision.

In the coming weeks and months, I plan to continue this conversation with Friends active in Finance, in Development, with our major donors, and beyond. I hope and trust that Permanent Board will play an essential and active role in this vital work.

## **Update on Yearly Meeting Secretary transition**

My service in this new role officially began January 1. Having already engaged extensively with one another in the months since our 2012 Sessions, Jonathan and I have collaborated on a near-daily basis, through in-person meetings and videoconferences. I am grateful for the support and encouragement I have received from Coordinating & Advisory, Ministry & Counsel, Personnel, Permanent Board, my staff colleagues, and many other Friends in NEYM and beyond. Carrying on a commitment I began this summer, I continue to seek opportunities to consult one-on-one with Friends representing a diversity of perspectives in our yearly meeting, seeking their guidance and wisdom as I begin this work. I have a long list, and expect this work to be ongoing.

I am also actively engaged in planning to visit each of our monthly meetings over an extended period of time, in balance with my other responsibilities. In doing this, I have asked for and received the support of Kathleen Wooten, clerk of Ministry & Counsel’s subcommittee on Traveling Ministries & Intervisitation, along with other Friends. Following the January transition with Jonathan, I hope to communicate more widely to make these introductory visits as visible and as useful as possible to our corporate life as a yearly meeting.

I am confident that Jonathan and I are proceeding well with addressing the many administrative and other issues we have identified as needing to be part of the



transition process, and I believe we will have sufficient time to complete our list by Jonathan's last day on staff on January 31. I also know that the deep institutional memory in our yearly meeting is shared among many Friends, and look forward to seeking your particular share of that as opportunities arise.

In keeping with the FY2013 staff workplan, my priorities in the second quarter of this year are:

- Continuing training and orientation to the position;
- Strengthening my relationships with staff, committees, and monthly meetings; and
- Continuing development and coordination of the Priorities Budget process, as well as encouraging the overall conversation about how together we can respond to the opportunities and challenges of this time through financial stewardship.

My supervisor (currently Jackie Stillwell) and I are working to balance these with my overall yearlong priorities, which are to work collaboratively to:

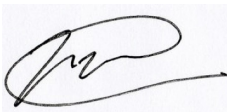
- Nurture and liberate gifts in ministry throughout the Yearly Meeting;
- Support pastoral care in local meetings;
- Develop and deepen programs in spiritual formation and religious education; and
- Energize and coordinate our outreach and witness to the wider world

I welcome your questions, feedback, and guidance as our work together continues. Thank you for sharing your gifts, Friends. I'm grateful for this opportunity to serve together.

In closing, I want to add my gratitude and blessings to yours as we celebrate the service of our brother Jonathan at his last meeting of Permanent Board as Yearly Meeting Secretary.

May your time together be gathered in the Life.

In faith and service,



Noah Baker Merrill  
(Incoming) Yearly Meeting Secretary  
[ymsec@neym.org](mailto:ymsec@neym.org)  
direct line: 617-615-NEYM (6396)

# Proposed Fiscal Year 2014 Priorities Process Budget (Draft 2 January 15, 2013)

**Created by Jonathan Vogel-Borne & Noah Baker Merrill**, with input from "Funding Our Vision" Day (11/3,/2012), Personnel Committee (1/8/2013), & Coordinating & Advisory (1/9/2013)

**Goals:** 1) Provide sufficient resources to sustain the current ministries of New England Friends; 2) To ensure financial health requires a multi-year approach in support of our vision

**Assumptions:** 1) A pessimistic view of changes in income; 3) Reserves & working capital are being drawn down

	Change from FY2013 Budget	Priority Level			Current FY2013 Budget	Change from FY2013 Budget
<b>A. Possible Increases in Expenses</b>				<b>C. Changes in Income</b>		
<i>i Support for youth ministry, First Day Schools, &amp; families</i>				<i>i Contributions from:</i>		
Increase of YF-YAF Coord. Salary (3rd & final year step increase)*	\$1,350	2		Monthly Meetings	\$310,000	\$0
<i>ii Support for administrative integrity</i>				Individuals	\$97,000	\$0
Healthcare premiums, est. 3% increase (fixed cost)	\$1,500	All levels		Funding Challenge	\$38,000	(\$38,000)
Increase healthcare premiums for staff spouse (fixed cost)	\$9,500	All levels		<b>ii Interest and dividend income***</b>		
2% Cost of Living Adjustment (COLA)**	\$5,000	3			\$12,000	\$0
Increase of YM Sec salary (1st year in step increase)****	\$2,000	2		<b>Total Changes in Income:</b>		
<i>iii Support for Friends witness in the wider world</i>						(\$38,000)
5% increase of contributions to FWCC, FGC, FUM	\$2,500	2		Potential "savings" from cuts in expenses		
Restore contributions (FWCC, FGC, FUM) to FY2008 levels	\$4,000	1		\$45,000		
<b>Total Increase in Expenses, all priority levels:</b>				<b>Total Changes in Income, less cuts in expenses:</b>		
	<b>\$25,850</b>			<b>\$7,000</b>		
<b>B. Potential Decreases/Cuts in Expenses</b>				<b>Projected Income Needed for Each Priority Level</b> (see descriptions below):		
<i>i Reduce Office Rent (needs consultation w/Worcester MM)</i>				<b>Level 1:</b> Level 5 + Restore contributions to 2008 levels		\$63,850
Downsize existing office footprint (from 3 to 2 rooms)	(\$3,000)	4, 5, 6		<b>Level 2:</b> Level 4 + YF-YAF Coord. + YM Sec + 5% contributions		\$59,850
Develop one day/wk central location face-to-face staff meeting	(\$4,000)	5, 6		<b>Level 3:</b> Level 3 with <b>no cuts</b> + 2% COLA		\$54,000
<i>ii Cut staff salaries (by position or proportionate cut for all staff)</i>				<b>Level 4:</b> Level 2 with <b>1 "staff day" cut, less office, 100/80% health</b>		\$35,000
Cut by up to 3 step increments of \$11,000 (=1 day/wk @ \$20/hr)	(\$33,000)	4, 5, 6		<b>Level 5:</b> Level 1 with <b>2 "staff days" cut</b>		\$15,000
<i>iii Decrease staff healthcare benefits</i>				<b>Level 6:</b> Healthcare increases with <b>all cuts in expenses</b>		\$4,000
80% contribution (current 100% employee/80% each dependent)	(\$5,000)	5, 6				
<b>Total Decrease in Expenses, all priority levels:</b>						
	<b>(\$45,000)</b>					

## Suggested Priority Levels by Description (with projected increase in income needed for each priority level)

Level 1: \$63,850	Level 2: \$59,850*****	Level 3: \$54,000	Level 4: \$35,000	Level 5: \$15,000	Level 6: \$4,000 (all cuts)
Healthcare increases	Healthcare increases	Healthcare increases	Healthcare increases	Healthcare increases	Healthcare increases
2% COLA**	2% COLA**	2% COLA**	(Downsize Worcester office)	(Weekly face-to-face mtg)	(Weekly face-to-face mtg)
YF-YAF increase	YF-YAF increase	(No cuts in expenses)	(1 "staff day" cut)	(2 "staff days" cut)	(3 "staff days" cut)
YM Sec increase	YM Sec increase			(Pay 80% healthcare)	(Pay 80% healthcare)
5% increase contributions	5% increase contributions				
Restore contributions					

\* **YF-YAF Coordinator Salary:** The recommended salary increase brings the compensation for this position to a level comparable to the other youth staff.

\*\* **From the NEYM Personnel Policy Manual:** "The Yearly Meeting strives to provide annual cost-of-living adjustments (COLA) to the salaries paid to its employees. The COLA is based on the Consumer Price Index – All Urban Consumers (CPI-U) for the Boston area as published by the U.S. Bureau of Labor Statistics." The percent change in the Boston area Consumer Price Index (CPI) over the 12 month period ending January 2012 has not yet been set. The figure for December 2012 is 2.0%.

\*\*\* **Policy on Interest & Dividend Distribution:** At the recommendation of the treasurer, Finance Committee & Permanent are asked to review how interest & dividend income is distributed. In the financial statements at the close of FY2012, the treasurer chose not to show the usual portion of this income in the operating budget so as to prompt the YM to adopt a clearer policy.

\*\*\*\* **YM Secretary step increase:** In the hiring agreement signed by the Clerk of Permanent Board and the incoming YM Secretary, a series of three step increases is specified over three years, totalling \$4000. The increase of \$2000 for FY2014 reflected in this budget is stipulated in that document.

\*\*\*\*\* **Personnel Committee Salary/Benefits Recommendation:** From the Committee's January 8, 2013 minutes — "The Personnel Committee unites in opposing any cuts to staff salaries or benefits. ...We believe recent budget trends present a non-sustainable situation and we feel that it is crucial ... that we find solutions that do not entail cutting support for staff. If necessary we are willing to draw down reserves to meet [Level 2] funding requirements."

## **Personnel Committee**

### **Report to Permanent Board meeting of 1-19-2013**

#### **Supervisory structure for the Yearly Meeting Secretary**

The 2009 Sessions changes to Yearly Meeting organizational structures altered the make-up of Coordinating and Advisory and charged that committee with supervision of the Yearly Meeting Secretary, a then new position in this Yearly Meeting and one whose responsibilities newly included the direct or indirect supervision of all other Yearly Meeting staff. With the transition to a new Yearly Meeting Secretary, Permanent Board instructed the Personnel Committee and C&A to work together to determine appropriate transitional supports for our new Yearly Meeting Secretary and to assess these structure for supervision. The two committees have met together to think about these issues and appointed a joint sub-committee consisting of Jackie Stillwell, Fritz Weiss, Judith Shea, and Ed Mair to work further on these issues and report back to Personnel. We are very grateful to have had a sub-committee made up of people with such rich institutional and supervisory experience for these deliberations and the sub-committee members were themselves struck by the depth and ease of their consensus.

At our meeting on 1-8-2013, Personnel Committee discussed the sub-committee's recommendations with appreciation and care and crafted the following recommendations to Permanent Board:

The NEYM Secretary will be supervised by a qualified Friend appointed by Permanent Board through its Internal Nominating Committee process for a renewable three-year term. We expect the Supervisor to the Yearly Meeting Secretary will have significant experience and a level of skill as a supervisor to leadership, as well as strong connections to the Yearly Meeting. The Supervisor will serve as a full member of both C&A and the Personnel Committees and will thereby serve as a liaison between these two committees. The Supervisor will be responsible for leading the annual evaluation process of the Yearly Meeting Secretary, which will continue to be the ultimate responsibility of C&A, as outlined in the changes to Yearly Meeting organizational structures approved by Sessions 2009 (2009 NEYM Minute 43).

Given the immediate importance of this role, we recommend that once the Permanent Board Internal Nominating Committee identifies an appropriate candidate willing to serve as Supervisor to the NEYM Secretary, this person will serve in a provisional capacity until he or she can be approved at a regular meeting of the Permanent Board.

Until a Supervisor has been appointed, Jackie Stillwell will supervise Noah Baker-Merrill as he takes on his new responsibilities as Yearly Meeting Secretary.

Treasurer's Report to Permanent Board for 19<sup>th</sup> day of First Month 2013  
Framingham Monthly Meeting  
Prepared by Ed Mair

The first three paragraphs are similar to my last report but bear repeating. The bottom line is that in FY2012 we lost \$58,000 and that we have already predicted a funding challenge of ~ \$ 38,000 for FY2013. Obviously we cannot go on this way! The problem so far has been on the revenue side. Our expenses are down from the budget but our income is down even more.

At my direction, Frederick Martin, our accounts manager closed FY2012 by taking the \$58,185.08 from working capital leaving the balance in working capital at \$ 156,590.10. With a budget for FY2013 of ~ \$703,000 our guidelines suggest we should have ~ \$ 175,750 in Working Capital.

Following discussions that Maria Lamberto (Clerk, Finance Committee), Nancy Haines (Clerk, Development Committee, Jeffrey Hipp (Communications Director/Office Manager), Frederick Martin (Accounts Manager) and I (Treasurer) have had, it seems like we should be clearer in separating our "Operations Budget" from our "Investment Budget." For this reason, I instructed Frederick to classify Dividend and Interest income as part of the Investment Budget rather than as part of Operating Budget. This seems prudent since much of that interest and dividends is actually restricted. This resulted in a greater loss on the operating budget (about \$11,000) but an increase in working capital available to cover the loss in the same amount. It gives us a clearer idea of our real financial situation I believe.

The interest and dividends that the NEYM share of the Pooled Funds earns that could be used for operating budgets is any attributable to Working Capital, Endowment, or Quasi Endowment, the unrestricted funds. This could be up to the \$12,000 shown in the budget but I would like Permanent Board to review this option and issue a new directive to the Finance Committee and the Treasurer to this effect if desired.

Our Balance Sheet as of January 10, 2013 looks fine.

We have \$ 2,160,785 in assets. But we need to remember that most of this is in Restricted Funds (\$ 500,244) and Revolving Accounts (\$174,396), that cannot be touched for our operating needs. Of that amount \$1,162,691 of principal, interest and growth is in the New England Friend's Home (NEFH) temporarily restricted fund.

There is about \$ 29,000 in the Hill/Hanson Fund that Permanent Board has agreed to close down and allow to be transferred to the NEYM to pay expenses related to closing the NEFH. The Finance Committee minutes suggested that these funds should be transferred from that fund to the Quasi Endowment Fund and that then a journal entry can move funds from Quasi Endowment to Working Capital to restore it to 25% of our budget. The Permanent Board concurred.

I again suggest that the principal of the NEFH sale be kept in the pooled funds for 20 years and that the interest and dividends be transferred each year to working capital. This will slowly build a new fund to cover any future deficits and at the end of 20 years NEYM will still have the \$1,125,000 to distribute or keep as the members may see fit at that time. The annual interest might possibly be split between working capital and priorities set for the year by the whole community of NEYM.

**NEYM**  
**Balance Sheet**  
As of January 10, 2013

	<b>Total</b>
<b>ASSETS</b>	
<b>Bank Accounts</b>	
<b>1000 Checking Accounts</b>	
1005 TD Bank Checking	125,249.86
1010 Checking Northampton Coop	2,441.01
1015 Bank of America - Checking	0.00
1040 Petty Cash	200.00
<b>Total 1000 Checking Accounts</b>	<b>\$127,890.87</b>
<b>1020 Money Market Accounts</b>	
1022 TD Bank MM \$#1	2,543.57
1025 Money Market Northampton Coop	1,053.06
1070 Bank of America - Money Market	0.00
<b>Total 1020 Money Market Accounts</b>	<b>\$3,596.63</b>
<b>1050 Certificates of Deposits</b>	
1051 TD Bank MM #2 CD	5,316.32
1052 CD'S Northampton Coop	53,915.81
1055 DNU (deleted)	0.00
1080 Bank of America - CD	0.00
<b>Total 1050 Certificates of Deposits</b>	\$59,232.13
<b>Total Bank Accounts</b>	<b>\$190,719.63</b>
<b>Accounts Receivable</b>	
<b>1200 Accounts Receivable</b>	
1210 SLOA AR Principal Interest	15,964.54
1215 SLOA Principal Non Interest	61,805.38
1220 SLOA Interest Receivable	4,263.13
1230 CD sales receivable	0.00
1275 Book Sales	-88.91
<b>Total 1200 Accounts Receivable</b>	<b>\$81,944.14</b>
1075 Pooled Funds	1,887,607.49
1100 Accrued Receivable	-123.96
1110 Due to/from Friends Camp	37.89
1120 Employee Advances	0.00
1130 Student Loan Principal Rec.	0.00
1132 Student Loan Principal Non Inte	0.00
1135 Student Loan Interest Rec.	0.00
1140 Due to/from Sessions	0.00
1150 Prepaid Expenses	600.00
1190 Misc due to/from	<b>0.00</b>
1499 Undeposited Funds	0.00

Total Current Assets	<u>\$1,888,121.42</u>
<b>Total Assets</b>	<b>\$2,160,785.19</b>
<b>LIABILITIES AND EQUITY</b>	<b>0.00</b>
Liabilities	0.00
Current Liabilities	0.00
Total Accounts Payable	0.00
Other Current Liabilities	<b>\$ 0.00</b>
2010 Accrued Liabilities	333.13
2110 Federal Taxes	0.00
2120 State Taxes	0.00
2150 Health Insurance Premium	0.00
2155 Sect 125 Employee Withholding	45.32
2160 403B Retirement	0.00
<b>Total Liabilities</b>	<b>378.45</b>
<b>Equity</b>	
3500 Working Capital	156,590.10
3600 Board Designated Funds	
3620 Faith & Practice Revision	38,954.96
3630 World Conference Travel	0.00
3650 Quasi-Endowment (Investments)	129,653.80
3680 NEFH Fund	1,162,691.39
<b>Total 3600 Board Designated Funds</b>	<b>\$1,331,300.15</b>
3700 Revolving Accounts	
3705 Archives	4,345.58
3712 FUM Intervisitation	1,368.45
3714 Peace Tax Fund	9,365.45
3715 Peaceworker	1,784.36
3720 Prejudice & Poverty	6,762.14
3725 Puente de Amigos	3,991.97
3730 Suffering	4,939.42
3740 CE Pubs	0.00
3750 M & C Pubs	0.00
3755 Student Loan	138,527.31
3760 Young Friends Travel	3,310.96
3780 FCNL Pass through	0.00
<b>Total 3700 Revolving Accounts</b>	<b>\$174,395.64</b>
3800 Permanently Restricted Funds	
3802 Endowment Fund	
38021 Unavailable	20,802.48
38022 Available	1,094.87
<b>Total 3802 Endowment Fund</b>	<b>21,897.35</b>
3804 Alice Needham	

38041 Unavailable	15,751.11
38042 Available	829.01
<b>Total 3804 Alice Needham</b>	<b>16,580.12</b>
3806 Amy S. Hayden	
38061 Unavailable	51,899.88
38062 Available	2,731.57
<b>Total 3806 Amy S. Hayden</b>	<b>54,631.45</b>
3808 Anna M. Brown	
38081 Unavailable	31,504.43
38082 Available	1,658.13
<b>Total 3808 Anna M. Brown</b>	<b>33,162.56</b>
3810 Freedmen's	
38101 Unavailable	98,898.16
38102 Available	33,195.81
<b>Total 3810 Freedmen's</b>	<b>132,093.97</b>
3812 FUM Foreign Missions	
38121 Unavailable	42,451.72
38122 Available	2,234.30
<b>Total 3812 FUM Foreign Missions</b>	<b>44,686.02</b>
3814 FUM Home & Foreign	
38141 Unavailable	5,943.51
38142 Available	312.82
<b>Total 3814 FUM Home &amp; Foreign</b>	<b>6,256.33</b>
3816 FUM Ramallah	
38161 Unavailable	53,677.70
38162 Available	2,825.14
<b>Total 3816 FUM Ramallah</b>	<b>56,502.84</b>
3818 Hanson/Hill	
38181 Unavailable	28,443.03
38182 Available	1,497.00
<b>Total 3818 Hanson/Hill</b>	<b>29,940.03</b>
3820 J. G. Green	
38201 Unavailable	0.00
38202 Available	0.00
<b>Total 3820 J. G. Green</b>	<b>0.00</b>
3822 L & M Binford	
38221 Unavailable	0.00
38222 Available	0.00
<b>Total 3822 L &amp; M Binford</b>	<b>0.00</b>
3824 Mosher Book & Tract	
38241 Unavailable	58,309.07
38242 Available	3,068.90



<b>Total 3824 Mosher Book &amp; Tract</b>	<b>61,377.97</b>
<b>3826 Phillips/Purington/Hawkes</b>	0.00
38261 Unavailable	22,864.58
38262 Available	1,203.40
<b>Total 3826 Phillips/Purington/Hawkes</b>	<b>24,067.98</b>
<b>3828 Pittsfield/Varney</b>	
38281 Unavailable	6,764.45
38282 Available	356.02
<b>Total 3828 Pittsfield/Varney</b>	<b>7,120.47</b>
<b>3830 Susan B. Kirby</b>	
38301 Unavailable	7,460.45
38302 Available	392.66
<b>Total 3830 Susan B. Kirby</b>	<b>7,853.11</b>
<b>3832 West Falmouth Prep Mtg</b>	
38321 Unavailable	3,870.26
38322 Available	203.70
<b>Total 3832 West Falmouth Prep Mtg</b>	<b>4,073.96</b>
<b>Total 3800 Permanently Restricted Funds</b>	<b>\$500,244.16</b>
<b>3900 Retained Earnings</b>	<b>\$11,113.30</b>
<b>Net Income</b>	<b>-\$13,236.61</b>
<b>Total Equity</b>	<b>\$2,160,406.74</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,160,785.19</b>

Thursday, Jan 10, 2013 06:23:19 PM PST GMT-5 - Cash Basis

**NEYM**  
**Budget vs. Actuals FY13 - Operations w/ Equalization w/o NEFH**  
**October 2012 - September 2013**

	Actual	Budget	% of Budget
<b>Income</b>			
4010 Individual Contributions	26,862.05	122,396.00	21.95%
4020 Monthly Meeting Contributions	70,626.95	322,698.00	21.89%
4030 Organizations Contributions	150.00		
4050 Interest and Dividend Income	28.39	12,000.00	0.24%
4055 Student Loan Interest	172.54		
4070 Books and other Items			
4072 Sales - Books	51.00	19,500.00	0.26%
4075 Sales -Other Items	25.00	500.00	5.00%
4076 Shipping/Postage	4.90		
<b>Total 4070 Books and other Items</b>	<b>\$ 80.90</b>	<b>\$ 20,000.00</b>	<b>0.40%</b>
4080 Retreat Program Fees	12,251.00	53,370.00	22.95%
4085 Sessions Program Fees		173,500.00	0.00%
4099 Net Assets Released To/From	0.00		
<b>Total Income</b>	<b>\$ 110,171.83</b>	<b>\$ 703,964.00</b>	<b>15.65%</b>
<b>Expenses</b>			
<b>5000 Staff</b>			
5010 Salaries & Wages	53,236.35	245,550.00	21.68%
5037 Housing Allowance	6,000.00	8,000.00	75.00%
<b>Total 5010 Salaries &amp; Wages</b>	<b>\$ 59,236.35</b>	<b>\$ 253,550.00</b>	<b>23.36%</b>
5020 Payroll Taxes	3,294.90	14,400.00	22.88%
<b>5030 Benefits</b>			
5033 Health Benefits	9,661.23	40,550.00	23.83%
5035 Retirements	5,323.62	23,400.00	22.75%
5040 Disability	372.20	1,200.00	31.02%
5045 Workers' Compensation	661.00	850.00	77.76%
5060 Staff Development	15.00		
<b>Total 5030 Benefits</b>	<b>\$ 16,033.05</b>	<b>\$ 66,000.00</b>	<b>24.29%</b>
5050 Spiritual Retreats		1,200.00	0.00%
<b>Total 5000 Staff</b>	<b>\$ 78,564.30</b>	<b>\$ 335,150.00</b>	<b>23.44%</b>
5075 Undistributed Credit Card Charge	6,841.01		
<b>5100 General &amp; Administration</b>			
<b>5110 Administration</b>			
5120 Bank Expense	352.45	4,500.00	7.83%
5130 Contracted Services	380.00	5,200.00	7.31%
5140 Legal Services		1,000.00	0.00%
5150 Liability Insurance	2,027.00	4,000.00	50.68%
5160 Payroll Service	331.76	2,500.00	13.27%
5170 Recruiting Expense		500.00	0.00%
5180 Rent	4,675.00	9,350.00	50.00%
5190 Misc. Expense	40.00		

<b>Total 5110 Administration</b>	<b>\$</b>	<b>7,806.21</b>	<b>\$</b>	<b>27,050.00</b>	<b>28.86%</b>
<b>5200 Office</b>					
5220 Cleaning Services		66.00		265.00	24.91%
5230 Maint - Equip & Hardware				1,250.00	0.00%
5240 Postage		757.43		2,500.00	30.30%
5250 Office Equipment		399.99		1,250.00	32.00%
5260 Office Supplies		484.86		2,250.00	21.55%
5270 Printing & Copying				4,000.00	0.00%
5280 Software & Updates				1,500.00	0.00%
5290 Telephone		600.00		4,000.00	15.00%
<b>Total 5200 Office</b>	<b>\$</b>	<b>2,308.28</b>	<b>\$</b>	<b>17,015.00</b>	<b>13.57%</b>
<b>Total 5100 General &amp; Administration</b>	<b>\$</b>	<b>10,114.49</b>	<b>\$</b>	<b>44,065.00</b>	<b>22.95%</b>
<b>5300 Travel &amp; Conferences</b>					
5310 Travel - Committee				2,000.00	0.00%
5320 Travel - Clerk		125.00		3,000.00	4.17%
5330 Travel - Programs		374.85		1,000.00	37.49%
5335 Travel - Representatives Travel		100.00		3,500.00	2.86%
5350 Travel - Staff		2,480.04		11,000.00	22.55%
5360 Travel - Ministries				500.00	0.00%
<b>Total 5300 Travel &amp; Conferences</b>	<b>\$</b>	<b>3,079.89</b>	<b>\$</b>	<b>21,000.00</b>	<b>14.67%</b>
<b>6000 Programs</b>					
6105 Honoraria - Speakers/Wkshp Ldrs		2,515.00		9,600.00	26.20%
6110 Sessions Room & Board				163,000.00	0.00%
6112 Retreats - Room & Board					
6114 Room Rental		9,822.24		20,000.00	49.11%
6150 Food Expense		1,545.20		10,000.00	15.45%
<b>Total 6112 Retreats - Room &amp; Board</b>	<b>\$</b>	<b>11,367.44</b>	<b>\$</b>	<b>30,000.00</b>	<b>37.89%</b>
<b>6125 Program Expenses</b>					
6115 Equipment Rental		-20.00		4,000.00	-0.50%
6121 Supplies and Other Expenses		513.39		8,900.00	5.77%
6165 Pre-Sessions Expense				900.00	0.00%
<b>Total 6125 Program Expenses</b>	<b>\$</b>	<b>493.39</b>	<b>\$</b>	<b>13,800.00</b>	<b>3.58%</b>
6130 Committee Expenses - General		4,448.20		13,900.00	32.00%
<b>Total 6000 Programs</b>	<b>\$</b>	<b>18,824.03</b>	<b>\$</b>	<b>230,300.00</b>	<b>8.17%</b>
<b>6140 Books and Other</b>					
6142 Books				6,500.00	0.00%
6145 Other Items for Sale				700.00	0.00%
6147 Consignment Sales		0.00		9,500.00	0.00%
<b>Total 6140 Books and Other</b>	<b>\$</b>	<b>0.00</b>	<b>\$</b>	<b>16,700.00</b>	<b>0.00%</b>
<b>6200 Benevolence</b>					
6310 FGC				17,608.00	0.00%
6320 FUM				16,635.00	0.00%
6325 FWCC				7,206.00	0.00%
6328 Ramallah Friends School				100.00	0.00%
<b>6330 Friends' Organizations</b>					
6335 AFSC				300.00	0.00%
6340 FCNL				750.00	0.00%
6345 QEW				300.00	0.00%
6350 Friends Peace Teams				100.00	0.00%
6355 FWCC 3rd World Travel				500.00	0.00%
6360 QUNO				200.00	0.00%

<b>Total 6330 Friends' Organizations</b>	<b>\$</b>	<b>0.00</b>	<b>\$</b>	<b>2,150.00</b>	<b>0.00%</b>
6575 Other Organizations		3,500.00		650.00	538.46%
6590 Ecumenical Organizations					
6592 State Council of Churches		-40.00		4,000.00	-1.00%
6594 NE Council of Churches				150.00	0.00%
6596 NECL				150.00	0.00%
6598 World Council of Churches				100.00	0.00%
<b>Total 6590 Ecumenical Organizations</b>	<b>-\$</b>	<b>40.00</b>	<b>\$</b>	<b>4,400.00</b>	<b>-0.91%</b>
<b>Total 6200 Benevolence</b>	<b>\$</b>	<b>3,460.00</b>	<b>\$</b>	<b>48,749.00</b>	<b>7.10%</b>
6600 Publications					
6610 Yearly Meeting Minute Book				2,500.00	0.00%
6620 New England Friend		2,524.72		5,000.00	50.49%
6630 Other newsletters				500.00	0.00%
<b>Total 6600 Publications</b>	<b>\$</b>	<b>2,524.72</b>	<b>\$</b>	<b>8,000.00</b>	<b>31.56%</b>
<b>Total Expenses</b>	<b>\$</b>	<b>123,408.44</b>	<b>\$</b>	<b>703,964.00</b>	<b>17.53%</b>
<b>Net Operating Income</b>	<b>-\$</b>	<b>13,236.61</b>	<b>\$</b>	<b>0.00</b>	

Thursday, Jan 10, 2013 06:33:12 PM PST GMT-5 - Cash Basis

Travel Minute  
Lawrence Monthly Meeting  
First Month 6, 2013  
Salem Quarterly Meeting of the  
New England Yearly Meeting

To Friends Everywhere,

Kathleen Wooten is a member of the Lawrence Monthly Meeting of the New England Yearly Meeting. Kathleen travels with a concern for fostering wider community and deeper relationship among meetings and between Friends. In her travels, Kathleen is also frequently led to visit in what early Friends called "Opportunities" - occasions of unprogrammed worship outside of the regular meeting for worship gatherings. Kathleen seeks to discover and encourage the Life that calls to us within our covenant communities.

Kathleen currently serves as clerk of the Travelling Ministries and Intervisitation sub-committee of the New England Yearly Meeting. We, the Friends of Lawrence Monthly Meeting, have supported her visits in worship and fellowship among many Friends of The New England Yearly Meeting, as well as Ohio Yearly Meeting(Conservative), Arizona Half-Yearly Meeting, New York Yearly Meeting, and Philadelphia Yearly Meeting.

We commend Kathleen to your Christian care and Friendship.

Signed at the direction of and on behalf of Lawrence Monthly Meeting,  
Janice Sifferlen, clerk  
Lawrence MM  
84 High Plain Road  
Andover, Massachusetts

**Internal Nominating Committee Report to Permanent Board Jan 19, 2013**

**Clerk: Holly Baldwin 2012 – 2015**

**Recording Clerk : Bruce Neumann 2012-2015**

2013	2014	2015	2016	2017
Debbie Block Susan P. Davies Jeremiah Dickinson #Eric Edwards Bob Murray C. Jane Van Landingham Carl Williams Donn Weinholtz	#Mary Knowlton #Beth Gorton Deana Chase Allan Kohrman #Christopher McCandless Phil Stone Carolyn Stone	Aimee Belanger Ben Guaraldi Galen Hamman Jan Hoffman Rebecca Leuchak Patsy Shotwell Rosemary Zimmerman	#Sarah Gant #John Humphries #Sandy Isaacs Bruce Neumann Elias Sanchez- Eppler Fritz Weiss	Holly Baldwin Suzanna Schell Sarah Smith Karen Sanchez- Eppler

#in second term (can't be reappointed)

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

Sub Committee	2013	2014	2015	2016
<b>Clerks Nominating</b>	#Patsy Shotwell Allan Kohrman	+Debbie Humphries +Benigno Sanchez- Eppler	Christopher McCandless Rosemary Zimmerman	<b>Allan Kohrman</b>
<b>Personnel</b>	Rebecca Leuchak Jan Hoffman	Dwight Lopes Karen Sanchez - Eppler Fritz Weiss	+Judith Shea Edward Baker Carolyn Stone	<b>Rebecca Leuchak</b>
<b>Internal Nominating</b>	Karen Sanchez - Eppler	Susan Davies	Donn Weinholtz Sarah Sue Pennell Bob Murray	<b>Patsy Shotwell</b>
<b>YM Nominating at Large</b>	Rhoda Mowry Jim Lyons Bonnie Norton	<b>Sara Sue Pennell</b> +Peter Colby Christopher McCandless	Nancy Isaacs Connie Kincaid- Brown	

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

Yellow = resigned







# PBmin 2013\_1\_19Final

Final Audit Report

2023-03-16

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