

**New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes
September 28, 2013
Mount Toby Monthly Meeting**

13-91 Opening Worship: Friends from Permanent Board gathered in worship with NEYM Ministry and Counsel at Mt. Toby meeting. Following the M & C practice, during worship we heard concerns raised for individual Monthly Meetings.

13-92 Welcome: The clerk of permanent Board welcomed the gathered group to this joint meeting, an experiment in collaboration for the stewardship of NEYM. Through such joint meetings, we hope to stay better informed about the work each other is doing. Nina Weyl, clerk of Mt. Toby, also welcomed us.

13-93 Roll Call: The Recording clerk called the roll for Permanent Board, after which Ministry and Counsel members introduced themselves

Present: Holly Baldwin, Travis Belcher, Susan Davies, Jeremiah Dickinson, Justice Erikson, Ben Guaraldi, Galen Hamman, Jan Hoffman, Nancy Isaacs, Sandy Isaacs, Leanna Kantt, Mary Knowlton, Christopher McCandless, Jean McCandless, Bruce Neumann, Karen Sanchez-Eppler, Suzanna Schell, Sara Smith, Becky Steele, Philip Stone, Donn Weinholtz, Fritz Weiss, Rosemary Zimmermann, Hannah Zwirner.

Regrets: Aimee Belanger, Deana Chase, Sarah Gant, Allan Kohrman, Maria Lamberto (Clerk of Finance), Rebecca Leuchak, Rocky Malin, Elias Sanchez-Eppler, Patricia Shotwell, Carolyn Stone,

Ex-officio: Edward Baker (Clerk of Personnel), Noah Baker Merrill (Yearly Meeting Secretary), Jacqueline Stillwell (Presiding Clerk).

Visitors: Martin Blood-Forsyth (Beacon Hill), Michelle Brimage (Beacon Hill), Nancy Haines (Wellesley), C.J. Humphries (Hartford), Eric Wasileski (Mt. Toby)

13-94 Monthly Meeting Sharing: Following another usual M& C practice, we spent a few minutes in small groups, sharing reflections about our Monthly Meetings.

13-95 Nurturing Relationships with Monthly Meetings: The Permanent Board clerk introduced the subject of our taking on the shepherding of the relationships between the YM and the MM's. Recognizing that our financial crisis grows, in part, from a spiritual problem of insufficient awareness and understanding of the YM at the MM level, and that Finance Committee, traditionally charged with communicating with MM's about their contributions, is perhaps not well suited to the deeper charge of nurturing the relationship which will produce more robust donations, PB in August agreed to take on this responsibility. We are grateful for the presence of M&C at the outset of this consideration.

Jan Hoffman and Sarah Smith spoke to the report of the ad-hoc committee appointed at our August 8 meeting to shepherd communication between the YM and the MM's. The group included Deana Chase (see attached report). This report lists three requirements of approaching this task:

- Clarity on what we want to communicate
- Communication in many different ways
- The infrastructure to support these

These Friends are concerned that the YM structure is not transparent - many Friends find the relationships difficult to understand. They presented charts demonstrating two ways of looking at our structure, one with overlapping concentric circles, the other with separate circles connected by a multitude of lines. While the first emphasizes our essential relationships with each other and with God, the other shows at the same time the multitude ways we connect and the potential for confusion. We divided into small groups to respond to the question "How do these charts reflect your own understanding of NEYM?"

In considering this task, we were reminded to tell our stories, to share the life that we see and feel: share the life we see in MM's with the YM, share the life we see in the YM with MM's. We were reminded that in the Young Friends program we have a model which transcends boundaries, and brings in f(F)riends who are not based at a MM.

Returning to the question of how we approach this work, the clerk pointed out that we will need a group of Friends to bring a concrete plan to our November meeting, a plan which will include fundraising, but which will emphasize communication and relationship building. Friends reminded us not to focus only on the MM, but to also consider the Quarters, and perhaps the conferences to whichever we belong. Sarah Smith and Deana Chase will continue this work, and Bruce Neumann will act as a liaison with the Structural Review Committee, which is also planning Intervisitation. We **Approved** the clerk adding names to this group, possibly asking for help from Internal Nominating.

The clerk encouraged us to begin the work of communication while we wait for the program to take shape: visit meetings, introduce yourself as a member of PB, and see where the conversation leads. A number of Friends indicated they were willing to visit.

At this point, members of Ministry and Counsel adjourned for their own meeting.

13-96 Minutes: The minutes from our 8/3/13 and 8/8/13 meetings were **Approved** with minor changes

13-97 Yearly Meeting Secretary Report: Noah began his report by sharing a song which has emerged repeatedly in his travels in and outside the YM, and which expresses a prayer which underlies his work: "Take my hands, take my heart, make me an instrument." We heard that he regularly gets expressions of support from other areas of the Quaker world. We also heard that despite our challenges, compared with many other yearly meetings we are in a strong position in momentum, in energy, and in individuals sharing their gifts.

Briefly touching on a variety of issues, Noah told us that Sessions Committee had met at Castleton College, site of 2014 YM Sessions. Friends remain excited about the new venue, and work is moving forward. Much of Noah's work in the coming months will be related to the close of our fiscal year, followed by year-end staff evaluations. We heard that lawyers are continuing to work on the resolution of the state's unemployment insurance claim regarding the Friends Home.

We heard that the NEYM copy of "The Bloudy Tenent" has indeed been moved to a safe deposit box. This is a valuable first-edition copy of a book by Roger Williams, which was discovered in the NEYM archives. Rocky Malin and the Archives Committee continue to explore the future of our archives.

A small group of volunteers, including Mark Baker, Suzanna Schell, and Jessica Hipp are working with Noah to explore improvements to our database. It is not clear yet whether this will mean upgrading functionality with our current software, or purchasing a new package.

In closing, Noah told us that he continues to visit and to listen around the YM, and to seek the right balance between the administrative and pastoral elements of his job.

13-98 Good Governance of Friends Camp: Jeremiah Dickinson summarized the Ad-hoc Committee's preliminary report (see advance docs for 9/28/13), covering several basic areas:

- While they are not clear on the exact nature, the group is recommending a more structured and explicit relationship with NEYM, which better defines our relationship without constraining the Camp Director.
- The group is recommending greater integration of the Camp budget with the NEYM budget. A budget developed by the Camp committee, but presented within the NEYM budget as is done with Sessions, would provide greater oversight and transparency.
- They are suggesting the development of a capital budget process to provide better long-term oversight and management of the Camp property.
- In the areas of insurance and risk management, the ad-hoc committee notes that work has begun on integrating the Camp insurance with NEYM's insurance. Also, per PB approval, the Camp has begun the process of accreditation of the American Camp Association.
- Recognizing that the Camp Committee functions much as a board, the ad-hoc committee is recommending strengthening the Camp Committee by ensuring that necessary skills are represented on the Committee. Each member would serve on a subcommittee and have a written list of responsibilities. Areas of concern are suggested as Personnel, Buildings and Grounds, Finance and Development, Health and Safety, Program and Evaluation

While Friends expressed concerns about consistently finding the skills necessary to run a business, we recognize that the Camp is fulfilling its mission of transforming lives. We understand that this group is not finished with its work, but endorse that

the charge seems right, and that the committee is appropriately addressing the charge.

13-99 Student Aid Revisioning: After listening as the charge was read, we heard from Hannah Zwirner, one member of this ad-hoc group which also includes Aimee Belanger and Rebecca Leuchak. We understand that after an enthusiastic start, the work has lost momentum. It continues to feel like important work, but these Friends would like some assistance. We heard a few of the ideas that had emerged, including that if you receive loan money from NEYM, you have a responsibility to the YM, perhaps some form of communication, a responsibility which would serve to maintain a feeling of connection and commitment. Perhaps Friends who receive loans could work some of it off, through helping at Sessions. As the PB engaged with thinking about Student Aid, a number of Friends voiced the feeling that, because of the difficulties of administration and collection, we should move from loans to giving grants. One YAF observed that no amount is too small, and that the statement of support from a grant would be almost as important as the money.

Other Friends raised the concern about integrity for those who are not working at repaying their loans. We recognize that this is an issue to consider, but concern for current loan holders is not part of the charge for those re-visioning a student aid program.

Friends reaffirmed the charge from January 2013 (PB minute 13-06) and

Approved the following additions to the charge of the committee:

- That Young Friends and Young Adult Friends be invited to provide substantial input into this process
- That the committee strongly consider making a granting program rather than a loan program given the hard work of administering a loan program, the risks to integrity of the YM and the borrowers, that comes with such a program

Galen Hamman offered to participate with this ad-hoc committee, and Friends **Approved** the committee co-opting others who are not on PB. Justice Erikson and Leanna Kantt will bring this discussion to the next Young Friends gathering. The YM Treasurer will bring updated information about the status of existing loans to our November meeting. We will consider additional steps regarding unpaid loans, and the pastoral care of borrowers, following the Treasurer's report.

13-100 Structural Review Committee: Janet Hough reported on the work of the Structural Review Committee. In meetings this spring and summer, they spent time feeling their way into the charge and establishing a sense of themselves as a group. At Sessions they began a process of exploring Friends' understanding of the Yearly Meeting, of their relationship with it, and of their vision for Quakers in New England, through a series of queries for discussion. Lisa Graustein met with Young Friends at Sessions for a program exploring the same questions. Structural Review is planning a program of intervisitation to continue exploring both Friends' understandings of the YM, and where there is life and where Friends struggle. At

their next meeting in November they will be considering their work and goals for the coming year.

As previously noted (minute 13-95), it will be useful to maintain communication with Permanent Board, both for scheduling intervisitation, and for sharing points of interest and concern.

While some concern was raised about the scope of what the committee has been asked to consider, Friends were comfortable with the charge, and with the committee's ability to discern both priorities and timeline, through the process of their work.

The clerk of Faith and Practice Revision made a plea for PB to spend time considering PB's role and authority, as that committee works on the chapter on YM organization.

13-101 Treasurer's Report: Ben Guaraldi began his report by listing three pieces of bad news: we have a deficit for our 2013 budget (as we had expected, and in fact budgeted); we are behind in MM giving; and we have exceeded the travel budget, beyond the increase we approved in August.

He followed this with three pieces of good news: individual giving is considerably beyond expectations ("Way out of Control!"); he is confident that PB will turn around MM giving; and despite the travel budget overage, we are under budget overall.

13-102 Finance Committee: On behalf of Finance Committee, Jeremiah Dickinson followed up on an item from the Treasurer's Report. In August (minute 13-65) PB had approved an increase in the travel budget of \$6300. Recent claims suggest that the fiscal year total may be approximately \$1000 more than that. Acknowledging that there is no Finance Committee recommendation on this, since the committee has not met since this overage became apparent, PB was left to discern appropriate action. While concerns were raised about the extra expenditure, Friends felt that, having offered reimbursement, integrity requires us to follow through. We also heard that overall, YM expenses are lower than budgeted. Some Friends voiced concern that the Treasurer does not have authority to adjust the details of the budget, within its overall limits. Friends **Approved** giving the Treasurer authority to approve travel expenses up to \$2000 over the previous limit, and requested Finance Committee to review the travel reimbursement policy: how it is written, and administered. We also ask them to review the portions of our overall finance policy which determine how adjustments are made and how overages are handled, with the goal of giving the Treasurer and the Yearly Meeting Secretary some flexibility to make adjustments between lines while staying in budget.

Jeremiah also informed us that the Finance Committee is exploring how the budget is presented, acknowledging that some Friends find the current format confusing. They expect to present next year's budget in "Narrative" format. We heard that the Friends Home bank account has been closed, and that the money is being held in reserve until we are sure there will be no more expenses related to the home closure.

Jeremiah also reported that, per PB request, the committee had explored staff development funding beyond the current \$2000, in order to provide professional coaching for the YM secretary. Given our deficit budget, and the timing of this request (after the budget had been approved), Finance Committee is uncomfortable with adding to our deficit. They recommend seeking funds through grants or other sources.

13-103 Development: Nancy Haines, clerk of the Development Committee, thanked Friends for stepping up with individual contributions. At a Development Committee meeting in December, they will be discussing the character and message of printed materials made possible with the increase of their budget this year.

13-104 Internal Nominating: Donn Weinholtz presented the Internal Nominating report:

- Personnel Committee: Karen Sanchez-Eppler (Northampton), Class of 2017
- Personnel Committee: Fritz Weiss (Hanover), Class of 2017
- Internal Nominating: Susan Davies (Vassalboro), Class of 2017
- Yearly Meeting Nominating: Sarah Sue Pennel, (Cambridge), Class of 2017
- Clerks's Nominating: Benigno Sanchez-Eppler (Northampton), Class of 2017

13-105 Personnel Committee: For the Personnel Committee, Edward Baker spoke about the revised Personnel Policy Manual the Committee has been working on (see advance docs), noting that while the Personnel Committee makes recommendations, it is the Permanent Board which approves our policies. We are assured that the new manual contains no significant policy changes, rather it is an update and reorganization; updating the understanding about office hours in light of current electronically facilitated norms, removing references to the NEFH, moving hiring procedures to appendices at the end. While the Committee had hoped that PB would approve the manual, some Friends voiced the desire to have more time to review it. We had earlier (minute 13-82) approved posting it at <http://www.neym.org/PerCom/PCManual.html>, and using it as a working draft.

13-106 Closing Worship: Friends closed in worship purposing to meet again, God willing, on November 23 at Plainfield Monthly Meeting.

Holly Baldwin, clerk
Bruce Neumann, recording clerk



New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes Draft
August 3, 2013
Bryant University, Smithfield, RI

13-61 Opening Worship: Friends gathered in worship at Bryant University in Smithfield, Rhode Island, on Aug. 3, 2013, at the opening of our annual sessions. During opening worship we heard a memorial minute for Richard Sivel.

13-62 Roll Call: The recording clerk called the roll:

Present: Holly Baldwin, Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Eric Edwards, Ben Guaraldi, Jan Hoffman, Nancy Isaacs, Sandy Isaacs, Mary Knowlton, Allan Kohrman, Rebecca Leuchak, Christopher McCandless, Bruce Neumann, Elias Sanchez-Eppler, Karen Sanchez-Eppler, Suzanna Schell, Patricia Shotwell, Sara Smith, Carolyn Stone, Philip Stone, Donn Weinholtz, Carl Williams, Rosemary Zimmermann, Hannah Zwirner.

Regrets: Aimee Belanger, Sarah Gant, Galen Hamman, Robert Murray, Jane Van Landingham, Fritz Weiss,

Ex-officio: Edward Baker (Clerk of Personnel), Maria Lamberto (Clerk of Finance), Edward Mair (Treasurer), Noah Baker Merrill (Yearly Meeting Secretary), Jacqueline Stillwell (Presiding Clerk).

Visitors: Rocky Malin (Smithfield), Nancy Haines (Wellesley, Clerk of Development), Rachel Stacey (Beacon Hill), Leslie Manning (Durham), Anne Pomeroy (New Paltz, NYYM); Janet Hough, (Cobscook, Clerk of Structural Review).

13-63 Minutes: The Minutes from our May 11 meeting were considered and **Approved**.

13-64 Yearly Meeting Secretary Report: Noah Baker Merrill reported on a variety of subjects of import to the Yearly Meeting. Noting that this is a transition year between Yearly Meeting Secretaries, we are asked for patience and prayers, but Noah is excited to be working with such a skilled, loving, and prayerful staff. Based on concerns raised at previous sessions, we have increased our Sessions insurance by 3x to 3 million, and have medical practitioners on call. Phone numbers for physicians on-call, and for the sessions coordinator are on the back of each name tag.

We heard that Bryant University's dining hall will be closed next summer, providing the impetus to relocate to another part of New England. A group of Friends including youth program staff and members of Sessions Committee toured Castleton State College and were enthusiastic about the site. In consultation with Coordinating and Advisory, the Yearly Meeting Secretary decided to move Sessions to Castleton for 2014. Hearing that previously the decision about location

was made by the Field Secretary on the recommendation of Sessions Committee, Friends endorsed this decision.

Archives: taking advantage of unused Archivist salary, the YM has engaged Rocky Malin to oversee and coordinate the process, with Noah and the Archives Committee, of discerning the future of our Archives. (See Minute 13-53) A small group will go on Thursday to the Rhode Island Historical Society, intending to move NEYM's copy of "The Bloody Tenent" to a safe deposit box.

We understand that the long-awaited new NEYM website will be launched soon. Regarding the NEFH, we hear that the bank account will be closed today, leaving the final unresolved item as the state unemployment issue. We have a lawyer working with us and the state to arrange a hearing.

13-65 Treasurer's Report: Ed Mair referred us to his report in the advance documents, adding that he has found it a privilege to work with the staff and the new Yearly Meeting Secretary. The bottom line is that income is insufficient to support expenses. We have been warned! Hearing that the YM has met the limit of our travel expenses budget, we are asked to authorize a 30% overrun. We were informed that an anonymous donor has offered to make up the difference. Friends **Approved** the treasurer authorizing additional expenditures. Ed informed us that he will be retiring from this role as of the end of 2013 sessions.

13-66 Presiding Clerk Report: Speaking about the imminent agenda, Jackie reports that everyone has done their homework, that "We are ready for God to step in." Considering the Yearly Meeting schedule through the year, seeking to find a rhythm that better supports our work, the Coordinating and Advisory Committee has suggested changes to the Yearly Meeting calendar. Particularly of note is that in recent years, PB has not had a meeting between Sessions and November. Additionally, there is a hope of having Ministry and Counsel and PB meet at the same site, on the same day, with dual goals of allowing more conversation between committees and freeing up a weekend on the calendar. The first such joint meeting will be at Mt Toby MM on Sept 28. The concern was raised that there are folks who are on both committees, who will be required to make a difficult choice.

13-67 Financial Planning: on behalf of the group drawn from C&A, Finance, Personnel, and Development Committees (see minute xxx), Ben Guaraldi and Noah Baker Merrill gave us a preview of the presentation they plan to make at Sessions. Noah began by observing five distinct ways we think about NEYM:

The people of God called Friends.

An association of Monthly Meetings.

A large gathering which is our annual sessions.

A structure of committees, boards, and working groups.

An organization with staff, programs and service supporting the other four.

Ben presented a chart with lines representing income and expenses, clearly showing the ups and downs, and relationship of income and expenses. Ben stated that expenses have been cut to the bone, there is no more to cut.

With an estimated deficit of \$42k for 2014, we are left with three choices: Keep cutting, which will mean laying down services and staff; do nothing and continue running deficits, which will exhaust our reserves in five years and the legacy gift in 12 years; or create the capacity to increase income.

The discernment group which we appointed to prepare these recommendations endorses the third choice: committing ourselves to raising income to support our shared ministries. They acknowledge that while working on raising income, we will continue to run a deficit, with the hope of balancing the budget within five years.

In order to accomplish this goal, they recognize that we have already begun this work by undertaking the following: shifting 10% of the YM Secretary's time to development work; increasing the Development Committee budget to an amount which actually supports this work; and making concrete steps to improve infrastructure, including communication and database. One example of this is making equalization needs more clear on the registration form, which has already increased income which will help to offset the usual equalization deficit.

The presentation also recommends that we commit to replenishing the reserves, with interest for the period those funds were not available.

Friends endorsed both the commitment to raising income and to replenishing funds with interest.

The financial planning group also raised the concern about the relationships between Monthly Meetings and the YM, noting that declining MM contributions point towards concerns about these relationships - perhaps a declining understanding of, and commitment to the YM ministries. In the recent past, responsibility for communication with MMs regarding their contributions has fallen on the Finance Committee. Recognizing that this communication has not been pursued as much as it might, and that perhaps fuller nurturing of these relationships is beyond the duties of the Finance Committee, the financial planning group asked PB to season the idea of taking under its care communication with MMs.

Noah noted that he has asked Sessions Committee for a review of equalization policy and practices. He further explained that the 10% of his time he will spend on development will be made possible by making the sessions coordinator a year round position. The FY'14 budget includes \$5000 to extend this position, which is currently limited to on-site work.

One friend noted that if this year's fundraising process does not work as well as we expect, the plan will need to be revisited. Noah explained that year by year, budgets will be adjusted according to actual income.

Recognizing that increased MM contributions will be essential to our future, Friends **Approved** taking under our care the shepherding of communications and relationship building with Monthly Meetings. We hope that addressing the relationships with MM will build vitality and greater relevancy, perhaps leading to greater financial commitment.

13-68 Finance Committee: Maria Lamberto reports that the Finance Committee will bring the name of Ben Guaraldi to sessions, for approval as Treasurer. Echoing Ed

Mair, she reminded us that recent budgets support our goals, but there is not enough income. Finance committee considers it a blessing that the Development Committee is stepping forward, hoping to close the gap. With the likely appointment of Ben Guaraldi as Treasurer, the Committee will be looking for a new Assistant Treasurer.

Budget: In May we approved forwarding budget "A," with no cuts, to sessions. The one change since then is an increase of \$6300 to the travel budget (see above). Having seen and endorsed the financial planning proposal, Friends **Approved** forwarding this budget to sessions.

13-69 Development Committee: For the Development Committee, Nancy Haines expressed their sense that closing the budget gap is "doable." Modest contributions from every Friend involved in Sessions or Yearly Meeting committees would erase our deficit. We have received an anonymous gift of \$10,000 from someone who has been giving monthly. The donor hopes that their stretch gift will encourage others to stretch. Eighty percent of Permanent Board members have donated. Nancy would love to be able to communicate, with prospective donors, that 100% of Permanent Board has donated. The committee is also looking for more members, particularly from outside of Salem quarter.

13-70 Personnel Committee: Edward Baker informed us that Personnel Committee has been assisting with the transition of Yearly Meeting Secretaries. They have also been working on revisions to the Personnel Policy Manual. They are considering language that assures that we will provide the tools the staff needs to do their jobs. The committee recognizes that we have sometimes fallen down in this regard. Edward informed us that both Personnel Committee and C&A recommend rehiring Noah Baker Merrill for YM Secretary. Friends **Approved** forwarding this recommendation to Sessions. Edward also informed us that the Friends Camp Committee recommends rehiring Nat Shed as Friends Camp Director. Friends **Approved** forwarding this recommendation to Sessions.

13-71 Legacy Discernment Committee: Suzanna Schell reported that the committee has met four times plus once by phone conference. They have prepared a display for Sessions, with an overview of the work and the input they have received. Other than minuting their support for using the interest from the Legacy Gift towards the general budget for this year only, they are making no recommendations to Sessions at this time. In the coming year they plan to collaborate with the Structural Review Committee and the financial planning group. They are considering organizing regional gatherings to continue the process of gathering input.

13-72 Structural Review Committee: For the Structural Review Committee, Janet Hough informed us that the committee is still in the exploratory phase. A set of questions has been composed with the hope of instigating conversations at Sessions and perhaps beyond. The group intends to hold an interest group during Sessions. They are still exploring what the structure is, and what it encompasses.

The Permanent Board Clerk expressed her appreciation that Legacy Discernment and Structural Review committees are seeking widely for input. Another Friend encouraged these committees, in their travels, to spend time in intervisitation with local Friends.

13-73 Internal Nominating: Donn Weinholz presented the following names for our consideration:

- Internal Nominating: Sarah Smith, '16
- Personnel Committee: Bob Murray, '16
- Personnel Committee: Jan Hoffman, '16

Friends **Approved** these nominations. Donn pointed out that they are still seeking Friends to serve in the at-large positions on Yearly Meeting Nominating.

13-74 Memorial Minute: Friends **Approved** forwarding the memorial minute for Richard Sivel to sessions.

13-75 Travel Minute: The clerk spoke briefly about a travel minute for Marian Baker. Initiated by Weare MM, and endorsed by Dover Quarter, the minute endorses Marian's travels to east Africa. Friends **Approved** the clerk endorsing this minute.

13-76 Closing Worship: Friends closed in worship, filled with anticipation for the possibilities inherent in our Annual sessions.

Holly Baldwin, clerk

Bruce Neumann, recording clerk.

New England Yearly Meeting of the Religious Society of Friends
Permanent Board Minutes Draft
August 8, 2013
Bryant University, Smithfield, RI

13-77 Opening Worship: Friends gathered in worship at Bryant University, at the close of our 2013 sessions.

13-78 Roll Call: The recording clerk called the roll:

Present: Holly Baldwin, Travis Belcher, Deana Chase, Susan Davies, Jeremiah Dickinson, Eric Edwards, Justice Erikson, Ben Guaraldi, Galen Hamman, Jan Hoffman, Nancy Isaacs, Sandy Isaacs, Leanna Kantt, Allan Kohrman, Christopher McCandless, Jean McCandless, Robert Murray Bruce Neumann, Elias Sanchez-Eppler, Karen Sanchez-Eppler, Suzanna Schell, Sara Smith, Becky Steele, Carolyn Stone, Philip Stone, Jane Van Landingham, Donn Weinholtz, Carl Williams, Rosemary Zimmermann, Hannah Zwirner.

Regrets: Aimee Belanger, Sarah Gant, Mary Knowlton, Rebecca Leuchak, Rocky Malin, Patricia Shotwell, Fritz Weiss,

Ex-officio: Edward Baker (Clerk of Personnel), Maria Lamberto (Clerk of Finance), Noah Baker Merrill (Yearly Meeting Secretary), Jacqueline Stillwell (Presiding Clerk).

Visitors: Jackson Hamman (Providence)

13-79 New Members: After welcoming new members, we appointed Friends to act as mentors to these new members, helping them to understand the functioning and responsibilities of Permanent Board. Rosemary Zimmerman will fill this role for new member Justice Erikson, Bruce Neumann for Leanna Kantt, Christopher McCandless for Rocky Malin, Deanna Chase for Jean McCandless, and Phil Stone for Becky Steele.

13-80 Minutes: The Minutes from our August 3 meeting were distributed, but given that Friends had not had a chance to review them, we agreed to postpone consideration until our next meeting.

13-81 Yearly Meeting Secretary Report: Noah began his report by exclaiming with glee and relief: "We had sessions!" A preliminary financial report suggests that we ended with a small surplus, including a deficit for equalization. Friends requested, at a future PB meeting, a chart displaying attendance and the financial bottom line for recent years of Sessions.

Given our current financial situation, Noah has requested that the Sessions Committee review our Equalization policy and practices this year. There are

concerns both that Equalization gives out much more than comes in, and that the process is not transparent.

Noah remarked that excellent cooperation among the YM staff, and between our staff and Bryant University, both contributed to an environment conducive to the spiritual and temporal aspects of our annual sessions.

13-82 Personnel Committee: Edward Baker reported that the committee met during sessions, and agreed that he will continue as clerk of that committee, with Karen Sanchez-Eppler as recording clerk.

The committee has been continuing its work on updating the Personnel Policy Manual. While there are no important policy changes, there are a large number of details that need to be brought up to date or clarified, including insertion of the role of the Yearly Meeting Secretary Supervisor, and eliminating references to NEFH. The committee expects to bring the new manual to PB in September for consideration. Friends **Accepted** the new manual as a working draft until final approval. Friends **Approved** the new manual being posted at neym.org, and authorized the committee to make decisions based on this working draft. Edward expects that it will be emailed to PB members well in advance of the Sept. meeting.

We were reminded that the family leave benefit we offer staff includes 6 weeks paid leave and up to 3 months off. Since it is likely that this benefit will be used this year, Personnel is planning to reexamine the policy and in the event that the benefit is used, will consider how to cover this work during an absence, and what the financial implications will be. They will bring recommendations to Finance Committee and Permanent Board as necessary.

Personnel committee has also been considering staff development, both as a general commitment to support development efforts, and in light of our commitment, on hiring Noah, to providing executive coaching. Friends encouraged Noah, his Supervisor, and Personnel Committee to explore options for executive coaching.

Although the current fiscal year budget includes \$2000 for staff development, this is likely not enough to support both executive coaching and other training for staff. Friends appointed Maria Lamberto and Sandy Isaacs to explore how these initiatives might be funded, including considering grants.

13-83 Relationships with Monthly Meetings: Following our acceptance (Minute 13-67) of tending the relationships of the Yearly Meeting and the Monthly Meetings, the clerk requested a few volunteers to consider how this work might happen. Given the scope and importance of this work, we are not asking this initial group to present a final plan at our Sept. meeting, rather to begin consideration of: What is the goal? What is the method? How might this take shape? How do we coordinate with others doing related work, including Legacy Gift committee, Structural Review committee, Ministry and Counsel, Finance Committee, and the Yearly Meeting Secretary? We ask these friends to consider these questions, and to bring, to our September Meeting, some thoughts and ideas to help organize our discussion. Sara Smith, Deanna Chase, and Jan Hoffman volunteered to take on

this initial discernment. Jan will act as contact person. Friends **Approved** these Friends taking on this work.

13-84 Nominating: For Yearly Meeting Nominating Committee, Christopher McCandless advised us that the Nominating slate in the advance documents did not list Jonathan Vogel-Borne, Jay Smith, and Leslie Manning, who are continuing as members of the FUM General Board, or that Frederick Martin will continue as clerk. Friends **Approved** these corrections.

Acknowledging that this individual had not been approved by nominating committee, Christopher proposed a name for Archives committee. A short discussion ensued, voicing viewpoints that PB should be able to approve names without waiting for the formality of nominating's consideration, and that there is value in the deliberate nature of the current process. Recognizing that an individual may be invited by a committee, to attend its meetings, we deferred approval of this nomination.

The clerk expressed appreciation to Nominating Committee for their continued work within a structure that is not serving us well.

13-85 Internal Nominating: For Internal Nominating Committee, Donn Weinholtz presented the following names for our approval:

- Yearly Meeting nominating: Rhoda Mowry (Smithfield) Class of 2016
- Yearly Meeting nominating: Eileen Cummings (Winthrop) Class of 2016
- Yearly Meeting Nominating: Virginia Bainbridge. (???) Class of 2016

Friends **Approved**.

13-86 Presiding Clerk report: Jacqueline Stillwell read the text of the closing minute from Sessions. Friends **Approved**.

13-87 September Preview: Observing that the fact of our having a meeting in September takes pressure off our need to accomplish things at this end of sessions meeting, and adds some spaciousness to our work for the coming year, the Clerk advised us of a few items she expects to be on the agenda at our next meeting:

- Consideration of how the Yearly Meeting might continue exploration of the significance of the Doctrine of Discovery. We may need a few Friends to shepherd a continuing conversation.
- Whether and how repayment with interest, of money drawn from reserves should be accomplished
- How the work of Financial Planning might continue.
- Consideration of a minute from the YAF community about the Student Loan program.

We were also reminded to advise the clerk, as early as possible, of issues that need to be considered at the next meeting. In the case of our September meeting, reports for the advance documents should be submitted by September 14.

13-88 Permanent Board Meeting Intervisitation: Continuing with our desire to use the occasions of our regular meetings as opportunities for intervisitation, Jan Hoffman will explore what Mt. Toby would be interested in. Sara Smith will assist with coordination. Friends are encouraged to consider staying for overnight hospitality.

13-89 Closing worship: Entering into our closing worship, the clerk thanked the gathered body of Permanent Board for being present, for taking risks, for contributing time and money, for being supportive. "It has been a blessing."

Holly Baldwin, Clerk

Bruce Neumann, Recording Clerk

Report to Permanent Board September 28, 2013
Reflections on shepherding communications and relationship building
between Yearly Meeting and monthly meetings

Deana Chase, Jan Hoffman, Sara Smith

We took our charge from the unapproved PB minute of August 3:

Friends approved taking under our care the shepherding of communications and relationship building with Monthly Meetings. We hope that addressing the relationships with Monthly Meetings will build vitality and greater relevancy, perhaps leading to greater financial commitment.

At the August 8 meeting, we were asked to bring some thoughts and ideas of how to approach this task.

While Permanent Board has taken on responsibility for fundraising from monthly meetings, we addressed the broader concern it leads to, that of the relationship between Permanent Board and monthly meetings and beyond. We reviewed the four broad goals in PB Minute 11-104 and focused on #1 and #2:

1. Increased clarity of roles so that Friends can better participate in the business of the Yearly Meeting. This would include a clear definition of the authority of the Permanent Board.
2. Increasing the ability of Monthly and Quarterly Meetings to participate in the communication and decision-making between Sessions as a body.

The Permanent Board relationship to monthly meetings is both a structural question and a relationship question. We are grateful the Structural Review Committee is addressing structural question; our focus is on the relationship aspect, in particular between Permanent Board and monthly meetings. Communication is necessary in every vital relationship, and it needs to take many forms – electronic, paper and personal sharing. We affirm many more possibilities for communication with monthly meetings once the new website is up.

No matter what forms we use to convey our stories (both personal and organizational), it is through stories that we understand our relationships. When we understand our relationships, we value and support them. Many spirit-filled things are going on in Permanent Board and in monthly meetings, but we often lack the connections to know about and learn from them, and to clarify and strengthen what we are already doing.

In addressing how to increase the necessary communication, we were led to the basic question: "What do we want to communicate?" Our response draws on the 2012 Bible Half Hours theme: "When you know who you are, you will know what to do." We do not think there is a common understanding of who we are as a Yearly Meeting in small constituencies of NEYM, let alone in Permanent Board. Thus to begin the process of building relationships with monthly meetings we need to be clear on who we are, both as NEYM and as the Permanent Board part of that whole, and to be able to communicate it in many different ways.

The **five distinct ways we think about NEYM** articulated by Noah at the August 3 Permanent Board meeting were very helpful:

- The people of God called Friends
- An association of Monthly Meetings
- A large gathering which is our annual sessions
- A structure of committees, boards, and working groups
- An organization with staff, programs and service supporting the other four.

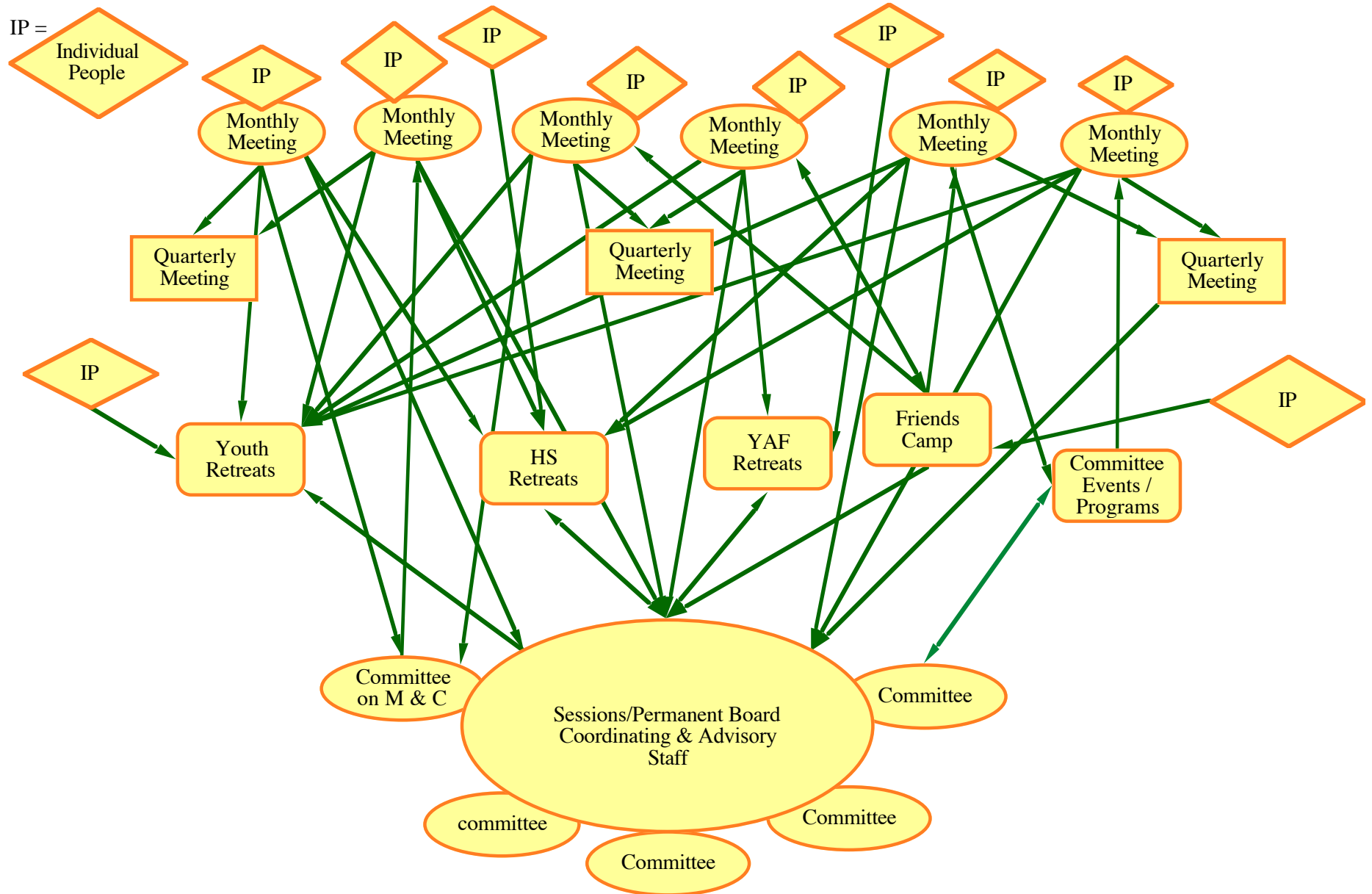
Hoping to begin seeing NEYM more clearly, two of us took up the challenge of making a simple organizational chart that might show the relationships between these parts that constitute NEYM. Deana Chase brought to her chart broad travel and experience in NEYM over many years, including serving as presiding clerk and interim Field Secretary. Sara Smith brought to her chart the experience of being clerk of her monthly meeting as a relatively new Friend. She was eager to discover how she and her monthly meeting connected to NEYM, and was unable to do so based on the information sent her as clerk. Not surprisingly, one chart conveys a broad sense of NEYM and the other tries to show a multiplicity of relationships. Both are attached to this report. We hope to use them in small groups at this Permanent Board meeting as a starting point to engage with each other on the question “Who are we?” Comments, revisions, and/or new charts will be quite welcome.

We were charged with suggesting how to approach the task of building relationships between Permanent Board and monthly meetings, and see three requirements:

- clarity on what we want to communicate
- communication in many different ways
- the infrastructure to support these.

We consider our work completed, and trust that Permanent Board will discern a variety of ways to move this concern forward.

Representation of New England Yearly Meeting and its parts Demonstrating How We Connect



Noah named the five distinct ways we think about NEYM:

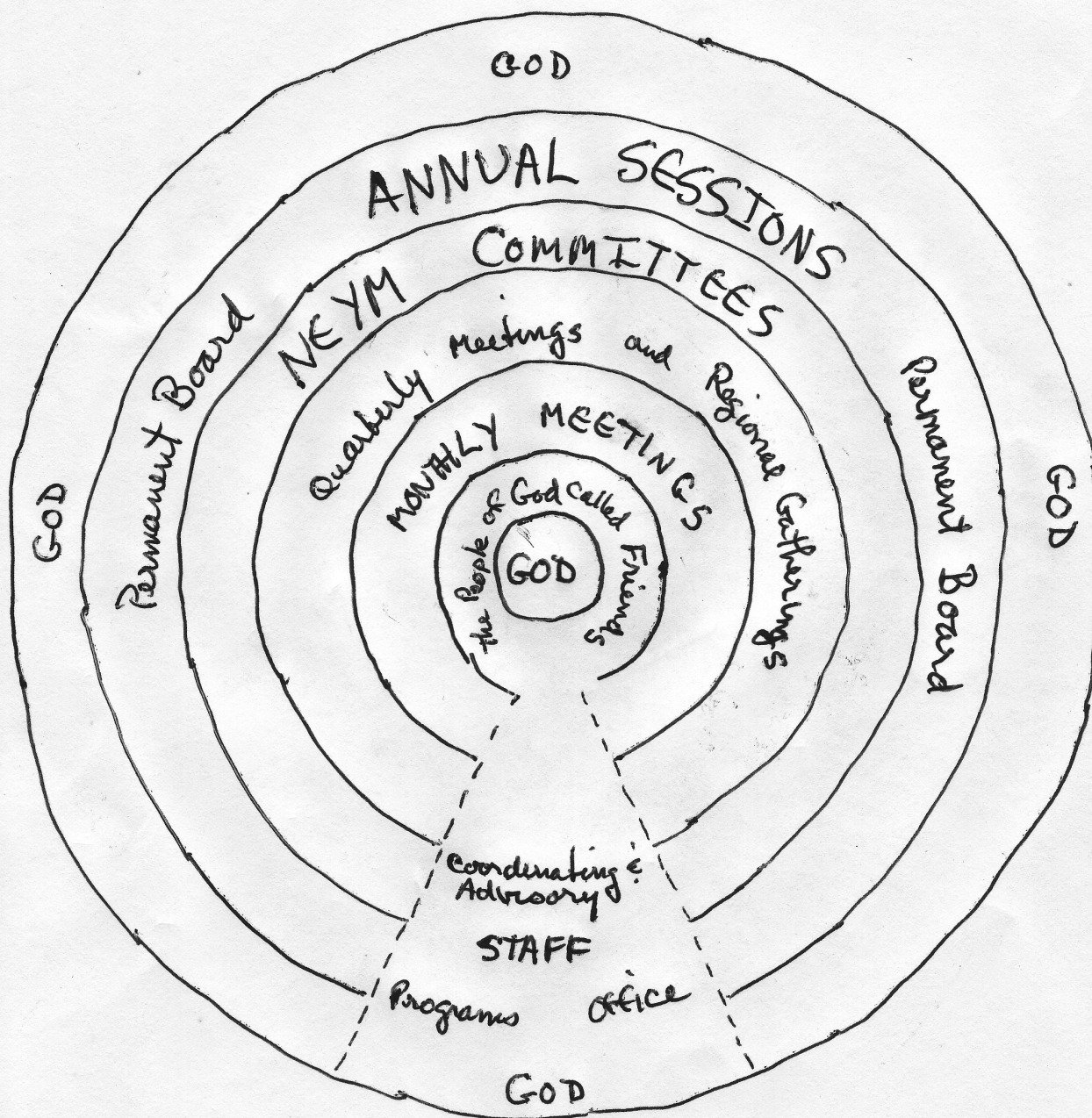
The people of God called Friends

An association of Monthly Meetings.

A large gathering which is our annual sessions.

A structure of committees, boards, and working groups.

An organization with staff, programs and service supporting the other four.



The STRUCTURE of New England Yearly Meeting of the
Religious Society of Friends

Charge for the ad hoc committee for Good Governance of Friends Camp

The work of this committee is to work in consultation with the Friends Camp Director to consider what structure might be useful in providing the necessary advice, oversight, and fiduciary responsibility, as well as to help the Camp Director with immediate needs related to governance.

A) What sort of governance should the Friends Camp have? A Board? A Board that reports to Permanent Board? Would this supplement or replace the Friends Camp Committee? What nominating process would support this work?

B) What systems would allow us to review the following concerns on some sort of regular basis:

- Safety and legal integrity of the camp? (And should this be accomplished through accreditation?)
- Financial integrity of the Camp? (Shall we move from an internal review from our Finance Committee to a review from a CPA? If so, to a full audit, or a less intensive, less costly review?)
- Whether the Camp is still a living ministry of NEYM?

C) What should be the relationship of Friends Camp staff and operations to the other integrated yearly meeting staff and programs of NEYM, and in particular the Yearly Meeting Secretary?

Currently the Yearly Meeting Secretary is responsible for issues that influence and are affected by the operations and staff of Friends Camp, and the Friends Camp Director and the YMS are asked to work together, but there is no clear accountability, oversight, or reporting relationship between the Friends Camp Director and the Yearly Meeting Secretary, or any of the other NEYM staff for that matter. Is the current structure consistent with the intention of the recent NEYM staff restructuring, and if not, what changes might be helpful?

D) How does the Friends Camp budget and planning relate to the NEYM budgeting and planning process in general, in particular the aspects related to staff and program costs? Is there a way to help these processes become more fully integrated, and would such a change be in the interest of NEYM?

E) While we spend time with these concerns, how can we also address the current needs of the Camp and the committee? Are there gaps of experience in the committee that make it impossible to properly conduct oversight of the committee? What recommendations can we make for immediate term nominating needs?

Preliminary Report to Permanent Board
September 28, 2013

The Ad-hoc Committee on Friends Camp Governance is grateful to Nat Shed, Friends Camp Director, for bringing this issue to the fore. It has allowed us to consider these important issues in a forward-thinking way, freely calling upon his experience and expertise, to build a stronger foundation for the Camp going forward.

Relationship of Friends Camp to NEYM

We believe there is a need for a more structured and explicit relationship between the Camp and NEYM, one that would acknowledge functional and legal realities but not encumber the Camp Director, burden the YM Secretary or disempower the Camp Committee. The exact nature of this connection is not yet evident and will be the subject of further discernment by the committee.

Financial/budgetary

We recommend greater integration of the camp budget with the overall NEYM budget. The camp committee would develop and approve a camp operating budget which would then be submitted to the NEYM finance committee for approval and inclusion in the NEYM operating budget. It is expected this approval would ordinarily be routine. A model for this is the Sessions budget. Again, the intent is to not encumber either the camp or finance committee but to provide greater communication, oversight and transparency. Included in this would be the development of a capital budget process to make the care, management and development of the Camp property more systematic and transparent.

While greater coordination and integration of the development efforts of the camp and wider NEYM body are seen as desirable, we are not recommending any changes at this time. Yearly Meeting has just embarked on an ambitious plan to stabilize its financial house and changing the parameters of that task does not seem advisable. We recommend re-visiting this issue in the future.

We recommend the camp books have outside review every three years or within the first year of a new camp director or camp treasurer's tenure. We do not believe a full audit is required.

Insurance, Property and Risk Management

The issue of insurance is already being addressed, with steps having been taken to integrate the insurance coverage of the Camp with that of NEYM as a whole.

The decision to seek accreditation by the American Camp Association has been made. We see this as a significant component of an effective risk management program.

Camp Committee

We have had significant discussions on the importance of having an active and competent camp committee. This includes members having a clear understanding of the expectations and roles of the committee and having the skills, collectively, to effectively meet those expectations and carry out those roles. The camp committee functions much more as a board than as a typical NEYM committee and needs the commitment and skills more typically found on a board. Further thought needs to be given to finding ways to attract those members. This will be the focus of our next meeting and we hope to engage additional resources from Permanent Board and Nominating for that discussion.

At this point, we are recommending the following.

- a) The Friends Camp Committee consist of 15 members.
- b) Of those 15 members two thirds will be Friends. One third can be non-Friends. Members will serve staggered terms of three years, with a maximum of two consecutive terms. The clerk and treasurer will be eligible for three consecutive terms. It will take a few years to achieve this goal.
- c) Each member of the committee will have a written portfolio of specific responsibilities. These portfolios will require work in specialty areas between Camp Committee meetings.
- d) Each member will serve on a subcommittee. The five subcommittees will be:
 - i. Personnel
 - ii. Buildings and Grounds
 - iii. Finance and Development
 - iv. Health and Safety
 - v. Program and Evaluation
- e) The Committee will evaluate its own effectiveness.

Minute establishing a Charge for the Student Aid Re-visioning Committee, 1/2013

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.

Charge for the Structural Review Committee, approved 11/2012

This latest request to examine our structure presents another opportunity to affirm our belief in continuing revelation, to see clearly our present realities and concerns and discover ways to address them. How can our structures best liberate the Spirit that guides us? Do our structures encourage Friends to exercise their gifts among us? Do our structures enable us to be faithful to the ministry we are called to as a Yearly Meeting? How can our structures allow the Spirit to flow more freely?

In reading the documents of the past work that leads to our current need for structural review, we note the desire to address the following concerns:

- Reducing the numbers of Friends that must be nominated by the Nominating Committee and appointed by the Yearly Meeting to Yearly Meeting committees.
- Increasing access to clear definitions of structures and roles so that Friends feel more invited to participate in the business of the Yearly Meeting, including a clear definition of the authority of the Permanent Board.
- Increasing the ability of Monthly and Quarterly Meetings to participate in the communication and decision-making between Sessions as a body.
- Providing opportunities to gather with little agenda to worship together both at Sessions and between Sessions.
- Establishing deeper connections with monthly meetings, especially the more remote MMs

Specific areas of focus:

1. On committee structure and function: *(See procedural review follow-up work in 2006-2007.)*

- Urgency of Nominating Committee concern
- Not enough people to do the work
- Are we doing too much?
- Where is there life in our committees?

2. On staff:

- review current staffing structure to see how well it is serving us
- job descriptions of YM Secretary and Communications Director -- are they reasonable?
- Supervision of YM Secretary

3. On governance:

- Permanent Board: What is the authority of PB? How composed? Relation to the rest of NEYM? its name?
- Nominating Committee

- Coordinating and Advisory
- Regular review of structure/long range planning

4. On Yearly Meeting as a whole

- Pastoral Care of YM
- Nurturing Monthly & Quarterly Meetings
- Relationship of Sessions to rest of NEYM
- Reconsidering the function of MM Representatives to Sessions

NEYM Treasurer's Report to Permanent Board

Prepared by Ben Guaraldi on 9/17/2013

A note before I begin in earnest: I'd like to draw folks' attention to the fact that the attached operating report does not go through today, but rather through the end of August. To present a picture that is as close to complete through the date advertised as possible, I am working with the Accounts Manager to finalize accounts on a month-by-month basis. This has the added benefits of clarifying work priorities and therefore reducing stress on our Accounts Manager and may also in the future reduce the number of reports I must generate. Presuming there are no serious objections from Permanent Board, future reports will be through the end of the month before the report date. Even with this measure, these numbers are very preliminary. Indeed, you will notice that 6110 Sessions Room and Board currently stands at \$313, far short of the approximately \$150,000 we expect to pay to Bryant once we receive their bill.

How are we doing? I would say better than expected. As you can see from the "Operating Profit and Loss" report, our income is ahead of where we were this time in FY2012, and in some categories far ahead. Much of this is from the renewed vigor of individual donations apparently following the presentations at Sessions. Indeed, monthly giving (including GiveMonthly as well as checks sent to us regularly) will be up to \$2,588/month in September, compared to \$1,974/month in July—a 31% growth! Also, there is a renewed vigor of monthly meeting donations. Our expenses are slightly higher than they were in FY2012 as well, as we expected from inflation and other increases.

However, we still have \$50,000 to raise if we are to meet the \$38,000 challenge from our FY2013 budget. It is possible that we might make it, but unlikely. Currently, our projection is that we will receive another \$35,000 from Monthly Meetings—though that number could be as high as \$55,000—and \$3,000 from individuals.

Note that 4050 Interest and Dividend Income will be approximately \$4,000 once we transfer the interest to the appropriate funds at the end of the Fiscal Year on September 30. A more complete report will be available once we close the books on FY2013.

Our Balance Sheet as of August 31, 2013 looks fine but, as Ed Mair would have me remind you, many of our resources are restricted.

We have \$2,343,799 in assets, of which \$1,811,544 is in the board-designated and permanently restricted funds of which we are stewards. Also, \$68,211 is in Accounts Receivable, most of which is student loans that have not yet been repayed. We have \$384,184 in bank accounts. We have \$1,887,607 in the pooled funds, including the NEFH Legacy Gift.

Our working capital is \$176,590 and our quasi-endowment is \$109,654. Our reserves can be considered our working capital plus our quasi-endowment fund, so together they stand at \$286,244.

I'd like to close by thanking Ed Mair, who has been a wonderful mentor throughout my process of coming up to speed, and Frederick Martin, who is precise, diligent, candid, and ever-helpful.

NEYM Operating Profit and Loss

Preliminary Draft

October 2012 - August 2013 (also previous year and budget)

	Oct 2012 - Aug 2013	Oct 2011 - Aug 2012	FY2013 Budget
Income			
4010 Individual Contributions	99,436	55,942	112,189
4020 Monthly Meeting Contributions	258,535	218,894	295,790
4022 FUM MM Restricted Funds	-	900	-
4030 Organizations Contributions	2,128	2,265	-
4050 Interest and Dividend Income	26,170	11,100	11,000
4055 Student Loan Interest	-	-	-
4070 Books and other Items			
4072 Sales - Books	14,411	15,925	17,864
4074 Quip Discount	(153)	(180)	-
Total 4072 Sales - Books	14,258	15,745	17,864
4075 Sales -Other Items	933	712	451
4076 Shipping/Postage	28	40	-
Total 4070 Books and other Items	15,219	16,497	18,315
4077 Consulting Fee Contribution	-	455	-
4080 Retreat Program Fees	45,765	37,543	48,917
4085 Sessions Program Fees	162,959	149,127	159,038
Total Income	610,212	492,723	645,249
Gross Profit	610,212	492,723	645,249
Expenses			
4000 Reconciliation Discrepancies	127	-	-
5000 Staff			
5010 Salaries & Wages	212,934	187,374	225,082
5037 Housing Allowance	8,000	22,000	7,326
Total 5010 Salaries & Wages	220,934	209,374	232,408
5020 Payroll Taxes	14,815	11,231	13,200
5030 Benefits			
5033 Health Benefits	42,678	34,188	37,169
5035 Retirements	18,355	18,031	21,450
5040 Disability	863	1,099	1,100
5045 Workers' Compensation	686	630	770
5060 Staff Development	60	200	-
Total 5030 Benefits	62,641	54,149	60,489
5050 Spiritual Retreats	318	622	1,100
Total 5000 Staff	298,708	275,376	307,197
5075 Undistributed Credit Card Charge	823	-	-
5100 General & Administration			
5110 Administration			
5120 Bank Expense	4,569	4,321	4,125
5130 Contracted Services	4,380	5,200	4,752
5140 Legal Services	228	228	913
5150 Liability Insurance	2,554	1,996	3,663
5160 Payroll Service	1,472	1,445	2,288
5170 Recruiting Expense	-	198	451
5180 Rent	9,350	9,350	8,569
5190 Misc. Expense	40	-	-
Total 5110 Administration	22,593	22,738	24,761

	Oct 2012 - Aug 2013	Oct 2011 - Aug 2012	FY2013 Budget
5200 Office			
5210 Archives Office Expenses			
5220 Cleaning Services	198	242	242
5230 Maint - Equip & Hardware	-	-	1,144
5240 Postage	2,903	2,239	2,288
5250 Office Equipment	1,392	-	1,144
5260 Office Supplies	1,478	1,936	2,057
5270 Printing & Copying	1,598	1,984	3,663
5280 Software & Updates	1,969	1,495	1,375
5290 Telephone	4,143	3,928	3,663
Total 5200 Office	13,681	11,824	15,576
Total 5100 General & Administration	36,273	34,561	40,337
5300 Travel & Conferences			
5310 Travel - Committee	1,747	2,226	1,826
5320 Travel - Clerk	3,895	3,068	2,750
5330 Travel - Programs	2,515	2,008	902
5335 Travel - Representatives Travel	3,066	2,849	3,201
5350 Travel - Staff	11,238	8,372	10,076
5360 Travel - Ministries	-	118	451
Total 5300 Travel & Conferences	22,461	18,641	19,206
6000 Programs			
6105 Honoraria - Speakers/Wkshp Ldrs	13,410	10,727	8,800
6110 Sessions Room & Board	313	32,250	149,413
6112 Retreats - Room & Board			
6114 Room Rental	15,330	20,210	18,326
6150 Food Expense	15,998	12,564	9,163
Total 6112 Retreats - Room & Board	31,328	32,773	27,489
6125 Program Expenses			
6115 Equipment Rental	3,591	3,018	3,663
6121 Supplies and Other Expenses	5,455	5,514	8,151
6165 Pre-Sessions Expense	188	441	814
Total 6125 Program Expenses	9,235	8,973	12,628
6130 Committee Expenses - General	8,569	6,934	12,672
6160 Support - Retreats & Sessions			
Total 6000 Programs	62,854	91,658	211,002
6140 Books and Other			
6142 Books	706	1,384	5,951
6145 Other Items for Sale	1,793	238	638
6147 Consignment Sales	2,366	5,671	8,701
Total 6140 Books and Other	4,865	7,293	15,290

	Oct 2012 - Aug 2013	Oct 2011 - Aug 2012	FY2013 Budget
6200 Benevolence			
6210 Friends Camp	1,985	-	-
6220 Friends Home	-	-	-
6310 FGC	8,804	8,804	16,137
6320 FUM	8,318	8,317	15,246
6325 FWCC	3,603	3,603	6,600
6328 Ramallah Friends School	-	-	88
6330 Friends' Organizations			
6335 AFSC	-	-	275
6338 Cuba Yearly Meeting	-	-	
6340 FCNL	-	-	682
6345 QEW	-	-	275
6350 Friends Peace Teams	-	-	88
6355 FWCC 3rd World Travel	-	-	451
6360 QUNO	-	-	176
6370 Other Friend's Organizations	-	-	-
Total 6330 Friends' Organizations	-	-	1,947
6400 Support for Monthly Meetings	-	-	594
6590 Ecumenical Organizations			
6592 State Council of Churches	(81)	-	3,663
6594 NE Council of Churches	-	-	132
6596 NECL	-	-	132
6598 World Council of Churches	-	-	88
Total 6590 Ecumenical Organizations	(81)	-	4,015
Total 6200 Benevolence	22,628	20,724	44,627
6560 Payroll Expenses			
6600 Publications			
6610 Yearly Meeting Minute Book	3,755	5,500	2,288
6620 New England Friend	6,584	6,237	4,576
6630 Other newsletters	(99)	-	451
Total 6600 Publications	10,240	11,737	7,315
Total Expenses	458,980	459,991	644,974
Net Operating Income	151,232	32,732	275
Net Income	151,232	32,732	275

Friday, Sep 13, 2013 03:48:33 PM PDT GMT-4 - Cash Basis

NEYM Balance Sheet

Preliminary Draft

As of September 17, 2013

(numbers will change as more transactions are logged)

	Total		Total	Available
ASSETS		LIABILITIES AND EQUITY		
Current Assets		Liabilities		
Bank Accounts		Current Liabilities		
1000 Checking Accounts		Accounts Payable	-	
1005 TD Bank Checking	666,561	Other Current Liabilities		
1010 Checking Northampton Coop	2,441	2010 Accrued Liabilities	333	
1040 Petty Cash	200	2110 Federal Taxes	-	
Total 1000 Checking Accounts	669,202	2120 State Taxes	-	
1020 Money Market Accounts		2150 Health Insurance Premium	(1,496)	
1022 TD Bank MM \$#1	2,545	2155 Sect 125 Employee Withholding	1,695	
1025 Money Market Northampton Coop	1,053	2160 403B Retirement	-	
Total 1020 Money Market Accounts	3,599	Total Liabilities	532	
1050 Certificates of Deposits		Equity		
1051 TD Bank MM #2 CD	5,320	3500 Working Capital	176,590	
1052 CD'S Northampton Coop	53,916	3600 Board Designated Funds		
Total 1050 Certificates of Deposits	59,236	3620 Faith & Practice Revision	38,955	
Total Bank Accounts	732,037	3630 World Conference Travel	-	
Accounts Receivable		3650 Quasi-Endowment (Investments)	109,654	
1200 Accounts Receivable		3680 NEFH Fund	1,162,691	
1210 SLOA AR Principal Interest	10,937	Total 3600 Board Designated Funds	1,311,300	
1215 SLOA Principal Non Interest	55,841	3700 Revolving Accounts		
1220 SLOA Interest Receivable	3,853	3705 Archives	4,346	
1275 Book Sales	(2,421)	3712 FUM Intervisitation	1,368	
Total 1200 Accounts Receivable	68,211	3714 Peace Tax Fund	7,360	
Total Accounts Receivable	68,211	3715 Peaceworker	1,784	
Other current assets		3720 Prejudice & Poverty	6,762	
1075 Pooled Funds	1,887,607	3725 Puente de Amigos	3,992	
1100 Accrued Receivable	(124)	3730 Suffering	4,939	
1110 Due to/from Friends Camp	669	3740 CE Pubs	-	
1112 Camp Disability	21	3750 M & C Pubs	-	
Total 1110 Due to/from Friends Camp	690	3755 Student Loan	138,527	
1150 Prepaid Expenses	3,900	3760 Young Friends Travel	3,311	
Total Other current assets	1,892,073	3780 FCNL Pass through	-	
Total Current Assets	2,692,321	Total 3700 Revolving Accounts	172,391	
TOTAL ASSETS	2,692,321	3800 Permanently Restricted Funds		
		3802 Endowment Fund	20,802	1,095
		3804 Alice Needham	15,751	829
		3806 Amy S. Hayden	51,900	2,732
		3808 Anna M. Brown	31,504	1,658
		3810 Freedmen's	98,898	33,196
		3812 FUM Foreign Missions	42,452	2,234
		3814 FUM Home & Foreign	5,944	313
		3816 FUM Ramallah	53,678	2,825
		3818 Hanson/Hill	28,443	1,497
		3820 J. G. Green	-	-
		3822 L & M Binford	-	-
		3824 Mosher Book & Tract	58,309	3,069
		3826 Phillips/Purington/Hawkes	22,865	1,203
		3828 Pittsfield/Varney	6,764	356
		3830 Susan B. Kirby	7,460	393
		3832 West Falmouth Prep Mtg	3,870	204
		Total 3800 Permanently Restricted Funds	500,244	51,603
		3900 Retained Earnings	11,113.30	
		Net Income	520,151	
		Total Equity	2,691,789	
		TOTAL LIABILITIES AND EQUITY	2,692,321	

Internal Nominating Committee Report to Permanent Board September, 2013

Clerk: Holly Baldwin 2012 – 2015

Recording Clerk : Bruce Neumann 2012-2015

2014	2015	2016	2017	2018
#Mary Knowlton Deana Chase Allan Kohrman #Christopher McCandless Phil Stone Carolyn Stone	Aimee Belanger Ben Guaraldi Galen Hamman Jan Hoffman Rebecca Leuchak Gerald Sazama Patsy Shotwell Rosemary Zimmerman	#Sarah Gant #Sandy Isaacs Bruce Neumann Elias Sanchez- Eppler Fritz Weiss Nancy Isaacs	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

#in second term (can't be reappointed)

*filling out term – can be reappointed 2 entire terms

Sub Committee	2014	2015	2016	2017
Clerks Nominating	+Debbie Humphries +Benigno Sanchez- Eppler	Christopher McCandless Rosemary Zimmerman	Allan Kohrman Ben Guaraldi	+Benigno Sanchez- Eppler
Personnel	Dwight Lopes Karen Sanchez - Eppler Fritz Weiss	+Judith Shea Edward Baker Carolyn Stone	Rebecca Leuchak Jan Hoffman Bob Murray	Karen Sanchez- Eppler Fritz Weiss
Internal Nominating	Susan Davies	Donn Weinholtz Sarah Sue Pennell	Patsy Shotwell Sara Smith	Susan Davies
YM Nominating at Large	Sara Sue Pennell +Peter Colby Christopher McCandless	Nancy Isaacs Connie Kincaid- Brown	Rhoda Mowry Virginia Bainbridge Eileen Cummings	Sara Sue Pennell
NEYM Secretary Supervisor			Fritz Weiss	

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







PBmin 2013_9_28 Final

Final Audit Report

2023-03-16

Created:	2023-03-16
By:	Office Manager (office@neym.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAL37jEfnOPd76bzUiDRUCeC_UX15Vy7XU

"PBmin 2013_9_28 Final" History

-  Document created by Office Manager (office@neym.org)
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-  Document emailed to baldwin.holly@gmail.com for signature
2023-03-16 - 7:28:12 PM GMT
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2023-03-16 - 7:38:01 PM GMT- IP address: 74.125.215.37
-  Signer baldwin.holly@gmail.com entered name at signing as Holly Baldwin
2023-03-16 - 7:38:30 PM GMT- IP address: 73.228.48.14
-  Document e-signed by Holly Baldwin (baldwin.holly@gmail.com)
Signature Date: 2023-03-16 - 7:38:32 PM GMT - Time Source: server- IP address: 73.228.48.14
-  Agreement completed.
2023-03-16 - 7:38:32 PM GMT

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