

**To: Permanent Board**

**From: Susan Davies, Permanent Board Clerk**

**Date: May 3, 2025**

**RE: Notice of PB Clerk's appointment of a working group to develop a memorandum of understanding for management of the Salem Quarter Fund**

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### **Background**

Permanent Board affirmed, at the March 1, 2025 PB meeting, the PB Clerk's plan to appoint a working group to agree on procedures for the continued availability of Salem Quarter (SQM) Funds to support ministry and witness of Salem Quarter Friends, and others by mutual agreement. This is in fulfillment of Permanent Board's responsibility to ensure that valued administrative functions of the Salem Quarter continue while the Quarter is on hiatus. The Legacy Gift Committee ably discerned worthy recipients of grants, and the Treasurer of the Salem Quarter, John Robinson, managed, and disbursed funds until June 2024 when the period of sabbatical requested by SQM ended. Resumption of availability of the SQM Fund in support of ministry and witness now requires revisions and updates to the Memorandum of Understanding that was established in 2022.

### **Action:**

I have asked the following Friends, and they have all agreed, to serve on a working group to develop a new Memorandum of Understanding to resume availability and disbursement of funds from the Salem Quarter Fund:

- Mary Link, Clerk of the Legacy Gift Committee
- Morgan Wilson, past clerk of the Salem Quarter Funds Committee
- John Robinson, Treasurer of the Salem Quarter.