

Southeastern Yearly Meeting

Executive Committee Meeting 1/12/2007

The Executive Committee met at the Orlando FL Meetinghouse at 7 PM.

The meeting began with fifteen minutes of silent worship.

EC members in attendance were:

Nancy Fennell, clerk of Interim Business Meeting;
Sybil Brennan, assistant clerk of the YM;
Caroline Lanker, clerk of Finance Committee and acting recording clerk;
Susan Taylor, clerk of SEYM;
Wendy Geiger, co-clerk of Worship and Ministry Committee;
Lyn Cope, SEYM administrative secretary;
Dan Vaughn, clerk of Nominating Committee;
Steve Kinney, clerk of SEYM Gathering Committee
Neil Andersen, SEYM treasurer.

Others present were:

Lisa Stewart, YM representative to Friends United Meeting (FUM);
Jack Bradin of Palm Beach MM and representative to Quaker Earthcare Witness (QEW);
Andrea Walsh, Registrar for the SEYM Gathering 2007;
Davida Johns, stateside coordinator for ProNica;
Tom Fennell of Ft. Myers MM;

EC members not present were: Ed Lesnick, recording clerk; Herb Haigh, clerk of Trustees;
Barbara French, co-clerk of Worship and Ministry Committee; Kathy Hersh, clerk of Youth Committee; Phoebe Andersen, clerk of Faith and Practice Committee, membership recorder and representative to FUM; Cecilia Yocum, clerk of Peace and Social Concerns Committee; and Karen Begin, clerk of Half Yearly Meeting Committee.

There were no changes to the agenda.

Neil Andersen presented the **Treasurer's Report**, which contained a report of budget vs. actual data for FY 2006-2007 to date. He noted that the meeting contributions were 86% of the pro-rated meeting donations budget for the current point in the fiscal year.

There was a question about the financial results from Half Yearly Meeting in November. Neil and others answered that HYM had covered all of their expenses for that HYM and all except \$86 of the site deposit for the next HYM.

Caroline Lanker handed out copies of the **Finance Committee report**, which included a draft of the proposed budget for 2007-2008. She asked Friends to look at the budget and invited anyone interested to attend the Finance Committee meeting the next day, or to give her comments before the meeting.

Lyn Cope gave the **Secretary's report**. She had sent a written report to EC members before the meeting (attached). In the meeting, she stressed the necessity to register for the Gathering by March 1 if you want to stay on site. Nancy Fennell suggested list of nearby motels be provided for late registrants. Lyn described some other details of LEC arrangements

On the subject of publications, Lyn reported that SEYM publications have a net income of \$500 for the current fiscal year to date.

Lyn then read a report which she had prepared for the purpose of presentation to the EC. It is Attachment 2 to these minutes.

The distribution of Documents in Advance was discussed. The question was, whether they should be distributed on the SEYM website and/or mailed to meetings and/or mailed to everyone in the SEYM directory database. Lyn explained that at one time DIAs were only distributed to committee members and meeting clerks. FIBM 2006 DIA was put in the newsletter. Some people think that mailing to everyone encourages more attendance. One Friend expressed the opinion that the change to IBMs instead of Representative Meetings implied there needs to be a wider distribution. Others were concerned about wasting paper. Some reported that some people are not interested in the YM and don't want to be bothered. Someone else said that some people who don't attend their meetings regularly want to receive YM mailings. Lyn reported that the cost of duplication for the registration material for gathering was up 30% over the previous year.

There was some discussion of whether the YM could send to only those who were interested. Tallahassee does that with its newsletter. There was a question about whether it would be feasible to put an indicator in the directory database to show which people should receive DIAs by mail.

This discussion did not produce clearness on a solution.

Nancy Fennel reported for the ad hoc Committee on Representative Travel. The committee had produced a proposed revision of the **Representative Travel Guidelines**. She suggested that if the EC approved, the proposed guidelines should be brought for approval at the YM sessions at the Gathering. It was too soon to bring them for approval at the WIBM, since only the EC had seen them.

One or two EC members said they had not received the guidelines and there was a discussion about using email for distribution of official YM business. It was suggested that the sender request a notification of receipt of the note when sending such emails.

The EC approved sending the proposed Representative Travel Guidelines forward with the following minute.

Minute 07EC01: The EC approves the draft of the Representative Travel Guidelines prepared by the ad hoc Representative Travel Committee and distributed to EC members. The proposed revised guidelines will be brought for approval to the Yearly Business Meeting sessions, Fourth Month 2007, after being published in the DIA.

Nancy then read an introduction and two minutes, proposed by the ad hoc committee. The first minute, **07EC02**, below, was approved with little discussion.

The second minute evoked a comment that the minute was centered around FGC events, to the exclusion of other organizations (e.g. FUM, FWCC). However, no one knew of any similar, regularly occurring events besides the FGC ones. It was also noted that the YM can also make ad hoc appointments of representatives to one-time events. Minute **07EC03**, below, was approved.

Introduction to Minute 07EC02

The YM budget includes financial assistance for official representative travel. No one who is led to be a representative to an organization should be deterred from doing so for financial reasons. However, it is not now possible to fully cover all representative travel. When travel money requests exceed the limit of our budget in any given year, the Assistant YM Clerk, the contact person for assistance with representative travel, may need to prioritize and pro-rate the disbursements according to guidelines approved by the YM.

Some representatives may wish to pay their own travel expenses. In some instances, monthly meetings may choose to assist the representative financially. All such contributions and gifts benefit YM and are greatly appreciated. It is recommended that receipts for all such donations be sent to the YM administrative secretary to document travel expenses for more accurate budget preparation.

Minute 07EC02: It is recommended that, over time, the YM plan to increase money available for representative travel to approved organizations. Ultimately the YM wants to be able to compensate all requested travel expenses of official representatives. It is requested that the Finance Committee develop a plan of intention in this matter to bring forward for YM consideration.

Minute 07EC03: It is recommended that the list of official representation for the YM be expanded to include sending:

- a. representation to Friends General Conference Consultations (by invitation, every two years)
- b. YM Clerk to FGC Central Committee and FGC YM clerk consultations
- c. YM and IBM clerks to a clerking workshop, as needed, when newly appointed.
- d. representation to FGC Traveling Ministry Committee or other consultations

The subject of the SEYM **Operational Handbook** was taken up. It had recently been distributed to the EC for review. Some present said they hadn't gotten to review it as much as they would like. Susan Taylor thanked those who worked on it. She had noted a lot of little errors that could be cleaned up. Nancy said that it won't be hard bound, so it can be kept up to date. She also explained that it needed only to be approved by EC, not by the YM, because it is not a statement of policy; it is a working document.

There was some discussion about whom it should be distributed to and at what price (free or paid for). There was also discussion about how long to allow for corrections before publication. It was finally decided to allow EC members a week to send corrections to Lyn Cope for inclusion before the document is published. Regarding the distribution, the following minute was approved:

Minute 07EC04: The EC approves publication of the SEYM Operational Handbook. The Yearly Meeting will provide one copy to each YM officer, committee clerk and committee member, YM representative to an organization and each affiliated monthly meeting, preparative meeting and worship group as listed in the 2007-2008 YM directory. Additional copies will be available for sale at cost.

[Lyn had proposed in the secretary's report to EC that the copies distributed for free should be paid for out of the General Fund duplication budget. There was no discussion of this, but it was implicitly accepted.]

Susan Taylor and Lisa Stewart gave an update on the relationship of SEYM with **Friends United Meeting (FUM)**. Susan has sent a **letter** to meeting **clerks** asking them to answer the queries which Phoebe Andersen and respond with regard to the queries and where they are in discernment about the relationship.

Susan reported that Phoebe Andersen had e-mailed her a letter (to the YM) from Brent McKinney, clerk of FUM General Board and Sylvia Graves, General Secretary of FUM on behalf of the General Board. The letter was to be sent by U.S. mail to all yearly meetings that have a

concern, whether of support or non-support, about the FUM sexual ethics provision in the personnel policy.

She asked everyone to read reports of our representatives to FUM.

Susan reported that she had sent our SEYM minute (**06YM14**) to the FUM board soon after the 2006 Gathering. [Minute **06YM15** approved sending 06YM14 to “the clerk of FUM, the general secretary of the FUM, all yearly meetings, worldwide, and monthly meetings in North and Central America.”] However, she sent the minute out by email Monday, January 8 to all the meetings and yearly and meetings worldwide and monthly meetings in Central and North America, but some in Africa and Latin America don’t have email. U.S. mail was used and will be used for those. She had the body of the minute translated into Spanish, but not the attachment. Susan will ask Fern Mayo to see if she will be able to review the translation. Susan has also corresponded by email with Sylvia Graves and expressed regret for sending the minute to yearly meetings so long after SEYM yearly meeting sessions. Sylvia Graves expressed her understanding.

Lisa Stewart reported on the October 2006 FUM board meeting, which she and Phoebe Andersen had attended, with Neil Andersen present as an observer. (See reports of Lisa and Phoebe in the WIBM DIA.) Lisa said that the movement that people made out of their comfort zone – people on all sides of the issue – “was nothing short of a miracle.”

She described the Clerk of the Identity Group admitting her fear that SEYM Friends would try to change her worship. One pastor of a conservative church said that the board should send a letter to the “liberal” YMs acknowledging their pain. Lisa reported that this opened up the whole committee atmosphere.

The EC discussion returned to the matter of the letter which Susan had sent and centered on the fact that the minute in the letter asks the board “to reopen the discernment regarding personnel policy minute 88GB-52”; however, the board did reopen discernment at the October board meeting, after Susan had sent the letter to the board, but before she sent the letter to the meetings.

Susan suggested that she should send another letter apologizing for the timing, since the board had already taken up the issue. She reported that she had received a response from the Canadian YM representative to FUM pointing out the discrepancy. Susan responded to her immediately on receipt of her e-mail, apologizing for the late sending of the minute.

There was quite a bit of discussion about sending a letter of apology or not. Some felt that the letter should not just apologize for the timing but express approval of the board taking up the issue. Others did not feel that it was appropriate for one person to apologize for a letter approved by the whole YM; they felt that the YM would have to approve any apology. Many felt that the right thing to do was to acknowledge a mistake. After all had a chance to speak, the sense of the meeting emerged: the EC would leave it in Susan’s hands to communicate for herself regarding the timing of sending the letter and not speak for the whole YM. Susan reported that in the future she will send all minuted correspondence from the yearly meeting within thirty days of the business session.

Jack Bradin spoke about the work of the Friends Committee on National Legislation (FCNL) with the **Minute of Grave Concern**, which is being circulated by Palm Beach MM. He reported that FCNL has in mind an extensive campaign around the Minute of Grave Concern. They have asked Jack to prepare a 15 minute presentation about the minute of grave concern and to give this presentation to various meetings. The presentations are intended to coincide with hearings in the US Congress in Washington. The Palm Beach Peace and Social Concerns committee is working on that presentation.

Steve Kinney reported for the **Gathering Committee**. He acknowledged the large amount of work that the YM secretary has done to prepare for the Gathering. He also informed EC that in the next day's report to the WIBM, he would stress the needs of the Gathering youth program.

There was a question of when the next EC meeting would be. It was reported that the SEYM Gathering agenda shows an EC meeting at 3 PM on Wednesday, April 4.

Minute 07EC05: EC recommends that the EC name a Naming Committee who will nominate members for the Nominating Committee. The Naming Committee reports to the Yearly Meeting.

The meeting concluded with a period of silent worship.

Attachment 1: Secretary's Report to EC 01/12/2007

This report describes activities that have taken place since the EC Meeting, 10/06/2006.

General Office Activities:

The previous three months have been extremely busy. Most notable, perhaps, is completing the *SEYM Operational Handbook Procedures & Job Descriptions* draft for your consideration for approval at this upcoming EC meeting. With the approval of this project, as assigned at the 06/11/2005 EC Meeting held at Sybil and Bud Brennan's, the ad hoc committee fulfills our obligation. This committee has given careful and complete attention to the accuracy of the content as is presently the practice of Southeastern Yearly Meeting.

05EC07 – EC approves the formation of an ad hoc committee to revise the SEYM Handbook. The committee members will be Nancy Fennell, Lyn Cope, Gay Howard, and Caroline Lanker.

Immediately following WIBM a second newsletter went out that included the HYM and the Michener Lecture information formatted as a removable centerfold. Do note that the youth section remains as the center-fold, but the last two issues have included the FIBM-DIA and the HYM/Michener Lecture information as tear-out sheets thereby saving postage. I am eager for feedback regarding this decision, but my hunch is that it is better to mail the HYM and Michener brochures directly to Friends since many are seemingly not regular attenders at their Meetings for Worship and therefore do not pick up brochures given in bulk to their clerks at FIBM, or later mailed to clerks not in attendance.

In addition to the regular office activities, I have assisted the Gathering Committee with the YBM & Gathering registration forms and programs. These are at the printers and hopefully will be bulk mailed to members and attenders prior to WIBM. Meeting clerks and/or Meeting representatives may pick up the extra copies for their meetings at WIBM and thereby save postage. ***I wish to remind Friends that March 1 is the deadline to reserve LEC lodging and meals. This includes the WWWillis Camp Lodge and the LEC RV-and-tent camping sites.***

Publishing:

Continued work on the *SEYM Operational Handbook Procedures & Job Descriptions* with Caroline Lanker and Nancy Fennell via phone and email resulted in being able to provide you with this final draft for your approval. If approved (with only minor corrections required), it can go to press and be available at Yearly Business Meeting (YBM).

A decision needs to be made regarding distribution and funding to print this 122-page, 8.5 x 11 inch book.

Funding options are:

- 1) As an EC project, the printing could be funded from the general fund duplication budget.
- 2) As a publication project, the printing could be funded from the publications fund bank account.

Distribution options include:

- 1) Provide committee clerks, committee members, representatives to organizations, and officers as approved at YBM-2007 with complimentary copies. (This option would be funded from the general fund duplication budget.)

2) Treat the *SEYM Operational Handbook Procedures & Job Descriptions* as a publication to be sold to cover costs—approximately \$10.00/book(?). (This option would be funded from the publications fund bank account.)

3) A combination of the above could provide the YBM-2007 approved officers, clerks, and representative nominees with complimentary copies (request that committee clerks make copies of appropriate pages and distribute them to their committee members?). The remainder of the print-run would be available for purchase. The general fund duplication budget would fund the printing costs for complimentary copies and the publications fund bank account would pay the additional publication and distribution costs.

In due time, the *SEYM Operational Handbook Procedures & Job Descriptions* will be available to download free from the SEYM website. However, as a 122-page document, many might prefer to purchase a 3-hole punched copy rather than download that many pages to print.

Booklet/pamphlet sales continue at a rapid clip. Amazingly after printing four (4) booklets at the average cost of \$400/printing, the publications fund bank account shows a net profit of \$567.00 for this fiscal year! *Building the Life of a Meeting* by William & Frances Taber (Michener 1994) needs to be reprinted ASAP (last copy was just shipped).

The publications fund bank account will fund the publishing of the 2007 Michener and Walton Lectures in fiscal year 2007-2008.

Finances:

Meetings are continuing to contribute regularly, thereby making the job of financial management much easier! I thank you.

I upgraded to QBP2007 with several additional patches installed as they became available. I am very pleased to have QBP on my faster computer and to have the ability to print pdfs directly from the software. This is more convenient than printing the report, scanning it, and saving the scan as a pdf.

The IRS mix-up (not crediting 2nd quarter 941 tax monies paid in two payments to accommodate the SEYM's fiscal years) has finally been resolved with them correcting their error. This took entirely too much time. It seems that the IRS prefers to receive quarterly payments and cannot handle two payments in one quarter, so the Finance Committee and I will have to figure out a way to close the books, but to write the check in the new FY.

Website:

Websites <www.seym.org> and <www.seymmeetings.org> are current with organizational detail including posting the YBM & Gathering registration and program materials. I anticipate having the on-line registration up and running by mid-week. It should be noted that with the Life Enrichment Center's billing re-organization, the on-line registration had to be re-written, re-organized, and the CGI script rewritten and tested in multiple web browsers. Even though I did the basic layout and design, it took SEYM website host Randal Perry another 16 hours @ \$75/hour to write and test the CGI script. He is donating \$375 as in-kind services toward this bill.

Continued and New Concerns:

Continued: Archive materials and their location - to my knowledge (see my last report) no conclusions have been reached.

New Concerns: None at this time.

Respectfully submitted by Lyn Cope, 01/07/2007

Secretary's Verbal Report to EC 01/12/2007

Don't know how many of you noticed the picture of a kid on a horse in the last newsletter.

That kid was me.

One of the things I learned is when you are thrown off the horse—you get back on—literally.

The second thing I learned is that the cows had to be milked every day—twice a day—.

Never knew a farmer to decide just not to chore on any given day—unless help was negotiated.

Thirdly, it is said that people and their dogs look alike.

You may know that Basil is a herding dog—and Friends, I AM like a herding dog.

It is NOT my responsibility to grow the wool—it IS my responsibility to gather it, to card it, and to ship it off. And while growing wool might seem like a passive act—contraire:

Graze—ruminant—produce.

Graze—ruminant—produce.

How hard is it to understand?

Graze—ruminant—produce?

“Nothing comes from nothing, nothing ever could...” so sang Julie Andrews, or for that matter the laws of conservation of mass and energy, logic, nothing—(no-thing)—represents an empty set...

EC is made up of committee clerks and officers.

Now, I don't know if you all spend 15-minutes a day thinking about Quaker values— 4 1/2 minutes?

Do you average 4 1/2 minutes thinking about Quakerism and what it means to you?
4 1/2 minutes/day? thinking? working?—30 minutes a week? 2 hours/month/year-round?
Besides attending business meetings?

Is this the minimal gift you give yourself for yourself, for your community of Friends?

Many of you may be familiar with the time management concept of A-, B-, and C-time.

C-time is planning time.

For me it is planning to do all that filing.

For you it may be your golden intentions.

B-time is 'busy-work'.

I did put all those papers in a laundry basket and
you all did write emails of intent.

A-time is what the office can duplicate

—visible documents—confirm your concrete arrangements....

You grazed—ruminated upon—produced—your efforts came to fruition, perhaps with a little help from the office—

Just remember a dog doesn't make wool—I have nothing to gather, card, or publish without your efforts—the efforts of our Quaker community.