

Southeastern Yearly Meeting Executive Committee Meeting 1/18/08

The Executive Committee (EC) convened at the Orlando meetinghouse at 7 PM. The meeting started with a period of silent worship.

EC members and committee representatives attending were: Nancy Fennell, clerk of Interim Business Meeting; Ed Lesnick, Recording clerk; Wendy Geiger, Worship and Ministry Committee clerk; YM clerk Susan Taylor; Sybil Brennan, assistant clerk and representative to FWCC; Caroline Lanker, clerk of Finance Committee; Steve Kinney, clerk of Gathering Committee; Andrea Walsh, Gathering registrar; Dan Vaughen, clerk of Nominating Committee; Neil Andersen, Treasurer; Phoebe Andersen, Membership Recorder and clerk of Faith and Practice Committee; Herb Haigh, clerk of Trustees; and Lyn Cope, Administrative Secretary.

Others who attended were Tom Fennell, Ellie Caldwell, Mary Jo Klingel, and Al Geiger.

Not attending were the Peace and Social Concerns committee clerk, Youth Committee clerk, Half Yearly Meeting clerk, and the Young Friends clerks.

Following silent worship, the IBM and EC clerk, Nancy Fennell, offered greetings. Changes to the printed agenda were accepted.

Neil Andersen, **Treasurer**, and Caroline Lanker, **Finance committee** clerk, summarized their reports as written in the Documents In Advance (DIA) and will be presented to Interim Business Meeting. In summary, the financial health of the yearly meeting is good. The Finance Committee will recommend no large increase in the FY 2008-2009 budget.

A concern was raised about a local meeting's accrued expenses in hosting interim business meetings. Because of geographical location and other considerations, Palm Beach MM, Orlando & Winter Park MM, and St. Petersburg MM have become regular hosts. For this we are most grateful. The question is: Should the YM reimburse hosting meetings' for their expenses?

Discussion followed regarding disbursement, authorization of expenditures, and differences between administrative and committee expenses.

The concern will be given further attention.

Lyn Cope gave the **Administrative Secretary's Report** [Attachment 1: Secretary's Report]. An SEYM publishing proposal was explained. [See pp. 3-4 of the Secretary's report.] There is no current committee, process, nor guidelines for publishing works other than Faith & Practice and the Walton and Michener lectures.

Recently, there have been three requests, one formal, to publish.

SEYM should establish a committee of publishing consultants and guidelines to consider manuscripts other than Lectures and F&P publications. It is important that committee members have the skills and experience concerning manuscript selection and approval.

EC concluded that further refinement of the proposal was needed. An action could be taken at WIBM or YIBM in March. The clerk thanked Lyn for her efforts.

Yearly meeting clerk, Susan Taylor, reminded Friends of the importance of remaining open to the Spirit, whenever differences may exist among us. We should recognize situations and be spiritually prepared to go into worship as we are led.

It was requested that the YM epistle writer or writers be selected prior to the yearly gathering. In this way, those responsible for the annual epistle could come prepared to observe, reflect, and write our annual message to Friends.

Nancy Fennell presented the **IBM - EC clerk's concerns**. EC considered the selection of the SEYM Naming Committee pursuant to 07YBM12, which states: "YM adopts the practice of appointing a Naming Committee to nominate members of the Nominating Committee. Members of this ad hoc committee shall be appointed annually by the Executive committee clerk and approved by E.C. Names of members of the Naming Committee shall be brought before the Yearly Meeting at Winter IBM. Any nominations arising from the floor at WIBM shall be taken under consideration."

08EC01 EC approves the appointment of Ed Lesnick, Susan Taylor, and Herb Haigh as members of the Naming committee for 2008.

Additional committee members may be appointed at the Saturday business meeting. The Naming committee serves until the appointment of the nominating committee at yearly business meeting in March.

The clerk requested those meetings interested in hosting the 2008 Fall IBM contact Nancy Fennell or Lyn Cope.

A discussion was held concerning financial support and increasing interest in representatives to Quaker organizations. Dan Vaughen stated that the cost of attending meetings and conferences should not prevent individuals from participating.

Herb Haigh spoke of the value of involvement with the FGC central committee and attendance at the FGC annual gathering.

Steve Kenny, **Gathering Committee** clerk, reported that preparations for the 2008 gathering were moving forward. Steps have been taken to "streamline" the on-site registration process. Given the early dates of the gathering, there is a

need to promote early registration. Another need calls for additional adult presence at the youth activities.

The committee is also beginning the process of selecting a Walton lecturer for 2009.

Worship and Ministry co-chair Wendy Geiger reported on the Pendle Hill scholarship. Friends were encouraged to support Pendle Hill as the organization is striving to fulfill its mission amidst financial and organizational problems.

On the topic of Friends' **Earthcare Witness**, attention is being given to measuring our "carbon footprint" as Friends plan to gather in Johnstown this summer. Recognizing the environmental costs of traveling and convening has led to proposals for tree planting, journeying by foot, and other activities to heighten awareness of our regular impact on the environment.

The committee considering SEYM's new **relationship with FUM** has met twice. A third meeting was scheduled for March 1 in Tampa.

Participants shared a spiritually enriching experience and some healing. For the committee to be successful, it is important that individual Friends, monthly meetings, and worship groups also share in the process.

Assistant clerk Sybil Brennan introduced a novel method of financially supporting "Quaker missions" and Quaker groups. There is a large market for used postage stamps. Meetings and individuals can save and submit these. In turn, profits are made and contributions given to Quaker organizations. Sybil will explain in detail the undertaking at business session, Saturday.

Endorsement of a peace epistle from New York Yearly Meeting's fall session was discussed. There was a sense of support by EC. It was decided to refer the item to the Peace & Social Concerns committee for action at business meeting.

The meeting concluded with silent worship.

Secretary's Report **to EC 01/18/2008 to be held at Orlando Meeting House**

This report describes activities that have taken place since FIBM-2007.

General office activities following FIBM-2007:

Routine office work continues as expected. The new device added to intercept unwanted faxes sometimes malfunctions with incoming calls on the 321.724.1162 line, but generally this device is **very welcome**. I LOVE the new fax machine that provides output I can actually read! Please continue to use the 321.729.0078 line for voice during regular business hours.

Financial/Bookkeeping:

As of Friday 01/11/2008, apportionments/donations and individual donations to the SEYM General Fund are \$39,309. Expenses to date are \$34,477.91. This figure does not include the check to be written mid-week to the LEC for **\$9,900** (one-half estimated remainder due), nor the donation-checks for **\$12,085** to be written to the various Quaker and other organizations as approved at YBM-2007.

Three meetings have paid their apportionment donations for this fiscal year in full: thanks **Miami, Sarasota, and Tampa**. Eight meetings send regular donations: thanks **Clearwater, Ft. Myers, Gainesville, Orlando, Palm Beach, St. Petersburg, Tallahassee, and Winter Park**. It has been suggested that the SEYM treasurer communicate with those meetings who have sent apportionment/donations to affirm receipt. The SEYM secretary continues to send receipts appropriate for IRS purposes to individual donors. Thanks to you each and all of you.

HYM came in the black most likely due the number of kitchen chefs who *donated food for an entire meal!* Thanks—you know who you are.

Publications, as of Friday 01/11/2008, have covered all expenses and show a net profit of \$1465, certainly sufficient to cover printing costs of the upcoming Michener Lecture and Walton Lecture booklets.

The trustees anticipate a Gathering Youth Endowment Fund dividend of \$1027.92 to be transferred to the Gathering Committee for use for youth meals and expenses at YBM-2008. Thanks to all who donated to this fund *and who continue to donate*.

Publications (Print and Electronic):

Post FIBM, a newsletter, HYM brochure, Michener brochure, WIBM-DIA have all been bulk mailed to members and attenders as listed in the Directory. All pamphlet/booklet printing is current. Sales continue to be brisk to FGC Books and to Pendle Hill.

By popular request, a selection of sizes and colors of Lion & Lamb logo sweatshirts were screen-printed prior to HYM. These will be available at WIBM.

Increasingly I will NOT be bringing a full compliment of wares to the IBMs. If you have a particular request for a T-shirt, please request via email and I will check to see if we have your size, preferred color, etc. I will bring a minimum of 4 of each booklet title. If you know in advance that your meeting would like to have 10 or more of any particular title, please advise via email no later than the 17th. Items can always be shipped.

Website:

The <www.seym.org> website is current with organizational details. Michael Shell continues to do an outstanding job keeping current peace and social concerns web pages. Several more meetings have queried the

office regarding adding websites.

New Concerns:

- See attached *Publishing Consultants and Guidelines* for request for consideration.
- Pendle Hill Library has NO records from SEYM on their YM-shelf. This is presumably due to the fact that SEYM materials are a different format than other YMs' (half-letter booklet size) and do not fit in the specific YM-boxes on their shelf. Many YMs publish an *Annual Record* paperback-bound book of YM and IBM/QM minutes, State of the Meeting Reports, Statistics, Financial records, and Directory. These, by necessity, are printed in *very small type*.
SEYM has chosen to include the State of the Meeting Reports in the YBM-DIA (presumably for discussion during YBM should they merit such) and to print a large-format Directory.
In talking with Phoebe, we are aware of the increased cost of such a publication and the fact that many YMs (SEYM included) do not seemingly value those received from other YMs (I take these to IBMs and YBM, and frequently no one takes them and they end up being recycled). However, a bound *Annual Record Book* (including financial records) would be of use in Friends Libraries and perhaps to a few other FGC Yearly Meetings (NYYM, BYM, & PYM,) NCYM (C), NCYM (FUM), and North Pacific YM.
I would also remind Friends that SEYM minutes and DIAs are posted on the SEYM website. To protect privacy, the *Directory* and financial records are NOT posted. One solution might be to print 35-40 *Annual Record Books* (one for each of SEYM Meeting Library, the SEYM archives, and for Quaker Libraries) and 300 of the usual large-type *Directories* for personal use.
We need to review our earlier decision regarding publication and dispersal of records and our desired role in the wider Quaker Library Community.
- At Pendle Hill, the question was asked regarding the location of SEYM archives. The three inquirers all felt that SEYM should reconsider making our archives available in a Friends Library to allow ready access to scholars and genealogists.

Respectfully submitted by Lyn Cope, 01/11/2008

Publishing Consultants and Guidelines

to consider manuscripts other than Lectures and F&P for publication

Intro/History

SEYM, under the tutelage of Cathy Gaskill, c. 1970s, one of the early Michener Lectures was ‘published’ /mimeographed. Requests for copies of the Walton Lecture followed and soon many of the lectures were printed, but in a variety of sizes and with varying print qualities.

Publications committee clerk Ken Kenzel, c. late1980s standardized the size and improved layout quality. Bob Al-
lenson published his own 1996 Michener lecture and former SEYM Clerk Ken Leibman volunteered to layout the
backlog of unpublished lectures for fast copy. Reprinting was done on an as-needed basis, often copying a copy so
that quality deteriorated.

In 2000, using the secretary’s publishing background and in consultation with FGC and Pendle Hill Bookstores,
SEYM was encouraged to improve quality. By deciding to apply for and secure ISSN numbers for the lectures
to enable scholars to quote the pamphlets/booklets in academic work, sales surged. To provide identity, the logo
was designed, quality t-shirts, book bags, and aprons were printed, meeting house greeting cards were designed.
Increased publications sales fulfilled several objectives:

- 1) Publications became self-supporting (print and screen-printing costs are fully covered by sales).
- 2) Profits are being saved toward publication of *Faith and Practice* and /or other publications such as the
Ceremonies of Marriage & Commitment, Separation & Divorce as approved by EC.

Proposal

Since 2000, SEYM Publications has received queries regarding requests to submit Quaker writings from SEYMers
and from FGC. Most notable have been Alex Simons of Tallahassee for his translation from Dutch of an early
Quaker Naylor work, Ellie Caldwell’s *The Little Quaker Book of Weight Loss* (now self published), and Kathy
Hersh’s *Being Green*, a book for young Friends. It should be noted that Ellie gives all her profits to the Gathering
Youth Endowment Fund.

If the yearly meeting concurs, the secretary requests that 2-3 consultants be named to help in discerning appropri-
ate manuscripts for consideration.

- 1) 2-3 Friends with librarian or publishing backgrounds to help discern salability and appropriateness of
submissions—also to discern if adequate financial return can be anticipated to justify efforts expended.
- 2) Clerk of IBM and YM Clerk, ex officio (provide overview of YM needs).

In addition to content evaluation, these consultants and secretary may consult with the Finance Committee to
affirm financial arrangements being made meet the expectations of the yearly meeting. For example, there are mul-
tiple ways to finance publications: author-financed, private-fund provider (public or anonymous), and/or SEYM
subsidized. Additional issues that need to be negotiated on a per project basis include copyright ownership, reim-
bursement of expenses if privately funded, and/or arrangements to track profit as per the author’s wishes (which
SEYM Endowment Fund or as negotiated).

Guidelines for submissions

Authors are Quaker, preferably SEYM members (exception for consideration if recommended by FGC book-
store).

Illustrators are preferably Quaker. The Administrative Secretary, Publications, assists selection of professional-quality images and oversees publishing detail or assists a volunteer.

Manuscript and illustration requirements: proposed publications must be of interest to a wider Quaker population and express Quaker values, Quaker insights, educational (how-tos), and/or are academic research of sufficient scope to appeal to learned Quaker scholars. The manuscript should have mainstream appeal /be bookstore quality. The manuscript is deemed to be potentially cost effective to produce: be a sound financial investment, i.e. return costs within 1-2 years with a print-run of 250-500 copies. Copyright ownership is negotiable; layout and design styles will be owned by SEYM Publications, Authors and/or illustrators may donate manuscript, may subsidize print costs, may request reimbursement for print-costs, and may donate profits to any of the following Endowment Funds: Sec. Salary, Gathering Youth, and Bertsche Outreach Travel.

Process:

- 1) Manuscripts are to be typed in Microsoft Word and/or in clear text formatting. Paragraphs are to be indented using tabs, not space bar, with extra line following each paragraph. Manuscripts may be double-spaced with minimum of one-inch margins.
- 2) The author submits his or her manuscript to SEYM Secretary (Publications) electronically and indicates whether he or she is donating the manuscript and if he or she is able to help finance production and publication costs.
- 3) The Secretary reads and reviews manuscript, forwards it to consultants for discernment of appropriateness of manuscript's content, feasibility of sales, and potential interest to SEYM readership. Consultants may confer with each other, secretary, and author individually or as a group via phone or email. Their role is consultation, not as a committee although if all are present at a SEYM function, they might gather.
- 4) During this time the author is apprised of status of his or her manuscript and is available to answer questions.
- 5) Following discernment, each consultant sends his or her recommendation to publish or not to publish (encouragement, criticisms, suggestions, opinions) to the secretary in writing.
- 6) If accepted for publication, a simple contract is drawn up specifying the agreement and expectations of all parties concerned and the manuscript proceeds through the usual process of editing, review, font, paper, binding selections, layout, author review and suggestions, and printing.

It should be noted that most publication layout takes place during the summer months when the secretary's workload is lighter. Authors and illustrators should expect to allow a minimum of one year, or more, for a project to go through the approval process and to come to fruition.

—Lyn Cope, Administrative Secretary, Publications
Submitted to EC 01/18/2008 for consideration