

Secretary's Report to EC 01/15/2010 to be held at Orlando Meeting House

This report describes activities that have taken place since EC Meeting, 10/02/2009.

General office activities during the fall and early winter:

The most delightful event this past quarter is the wedding-ceremony celebration of IBM Clerk Becky Steele and ProNica Board member Doug McCown, St. Petersburg, this past weekend.

Routine office work continues throughout the week, with an attempt to be more mindful of taking appropriate evening and weekend time for renewal. To encourage eye-health, it has been especially important to intersperse tasks away from the computer with tasks that require the computer. The former include the daily runs to the post office and to the bank and warehouse as appropriate.

Due to incompatibility between the fax machine and phone, the fax-phone line will only be connected when notified of incoming faxes. The preferred phone number for SEYM continues to be 321.729.0078 solely used for SEYM and includes phone book listings; personal phone/fax line is 321.724.1162.

The office has enjoyed regular and ongoing communication with Clerk Susan and Gathering Clerk Ellie regarding several issues. Half Yearly Meeting [HYM] was very very successful this year with fabulous camaraderie and food prepared lovingly by numerous people. As need arose, cleanup volunteers miraculously appeared. HYM is truly one of the ongoing highlights for those able to attend.

Financial/Bookkeeping:

Routine financial bookkeeping is up to date.

This fall, I had to spend considerable time figuring out the new national Electronic Federal Tax Payment System [www.eftps.gov] due to the fact that banks are no longer allowed to be intermediaries in collecting and submitting 941 taxes. A password protected account has now been set up to enable direct electronic transfer for the IRS 941 tax payment. To complicate things further, without notification, the IRS blocked 4th quarter payment [reason too large], requiring the quarterly 941 tax to be paid in two installments, one in Dec. with remainder dated January! Henceforth, the 941 tax will be paid monthly. The SEYM accountant has received appropriate records for end of year tax preparation for quarterly payment and W-2 form preparation. SEYM is appreciative for meeting apportionment contributions.

The Trustees are again encouraged with the value of the FFC Funds holding better than might be expected and are appreciative of Friends' and Meetings's donations. Domini is recovering its value.

Website:

The SEYM website <www.seym.org> content is up to date. Michael Shell continues to do a thorough and thoughtful monthly update on The Peace and Social Concerns web pages. The office is particularly appreciative of his inspirational selections for the month, and for his careful consideration of content. I would like to encourage Friends to consider if someone might step forward to create a monthly Worship and Ministry webpage with advices/queries for meetings, or with ideas for topics for adult and/or youth enrichment.

The online registration form for HYM had to be updated this year for security purposes. The online registration form for YBM-Gathering 2010 is presently being updated with code being written and tested. The goal is to have it up and running by the end of this month.

Publications (Print and Electronic):

The white cover "draft" *Directory 2009-2010* has caused a flurry of submissions for corrections. At least a half a dozen meetings have submitted corrections before the January 30 deadline. The office's goal is to have the corrected copy in print and available for distribution to meetings and individuals at Yearly Meeting to encourage wider distribution and save considerable expense in mailing.

Walton Lecture 2009 is nearly ready to submit to printers. The Michener Lecture draft manuscript still requires work. A first manuscript has been submitted by a SEYM author to the office and forwarded to the Publication Consultants for consideration for publication under the SEYM guidelines approved in Minute 08YBM09. The secretary wishes to refrain from enthusiasm until the publications consultants have reported, but will report that the submitted manuscript provided personal recognition and laughter. Look for newsletters to resume shortly.

New Concerns:

Budget: the office requests that SEYM Finance Committee consider increasing office 'rental' reimbursement or to pay the increasing monthly charges. It should be noted that the monthly rent reimbursement has remained static for the past 10 years at \$100/month. This amount was originally budgeted to cover the cost of land lines, utilities, and rental of off-site warehouse storage. The utilities cost is approximately 1/6 of household utilities charges or \$550/year. The warehouse prices are grand-fathered into an upstairs, no elevator unit that costs just over \$650 /year. Phone lines cost \$840 /year or approximately \$34-36/month per phone. Additional costs include maintenance, household insurance, and taxes.

In addition, Herb's original estimate for health insurance 2-3 years ago was \$5000. Unable to obtain it until September of that year, the budgeted amount for the following year was reduced. Health care costs have increased annually, and approximately 3 monthly payments were not covered fiscal year 08-09, and approximately 4 months will not be covered this FY.

Endnote:

I wish to again thank SEYM and SEYM members and attenders for providing such a special work environment and such great personal support as I continue to deal with sight issues. Thank you.

Respectfully submitted by Lyn Cope