

## FRIENDS MEETING OF SAN ANTONIO

### Meeting for Worship with Attention to Business, October 16, 2016

There is a saying that if one seeks happiness directly, it will always be elusive. I suspect the same may be true if we look first to our meeting to satisfy our needs. If on the other hand, we seek how we may be called to contribute to the meeting's life, we may find in time that, like the butterfly of happiness alighting on one's shoulder, in giving we have also received. Fran Taber, *Building the Life of the Meeting, 1994*

1. Clerk for the Day: Gretchen Haynes introduced David Bristol, a member of Ministry & Oversight, who will act as Clerk for the Day when the named Clerk is not available. He read the quotation above and called for a period of silent worship.
2. Minutes of September 18 Meeting for Worship with Attention to Business were not available, so approval was held over to November.
3. Nominating Committee: Bill Sweet read a letter from Carol Balliet, explaining her absence [see Appendix]. He read a statement from Gretchen Haynes asking to be released from service on Nominating committee. He then distributed the Roster for 2017 for the first reading, noting that names in red italics were newly added, and open positions were in bold face. Janet Southwood asked to be released as Resource to Nominating; Bill Wilkinson volunteered to serve on the Finance Committee and Carol Redfield added her name as Resource to Peace & Social Concerns. The Roster will have the second reading in November, be amended and approved in December to take effect in January. [See Appendix].

**Minute** Regarding Co-Clerks & Recording Clerk: The Meeting accepts Val Liveoak and Gretchen Haynes as Co-Clerks from November for the balance of the year. The Meeting accepts Alice Partain as Recording Clerk for the balance of the year. **Approved.** The Report was accepted.

4. Committee Clerks are asked to submit their Budget Requests for Finance Committee in November.
5. Meeting Handbook: Bill Sweet explained that he was preparing a revision of the Handbook for consideration of the Meeting. He noted that it does not now reflect our current practice or ongoing procedures. He is not making changes to the content, merely bringing consistency to style and layout. However, content is important for Friends to reflect upon at this time; therefore he will email the 30- page draft to anyone who requests it, or print a hard copy to mail for the cost to him [\$8.50]. New language is in red type and his notations are in blue; each line of each page is numbered, so that comments or questions may be directed to their specific location. These comments may be emailed or posted to him by November 14 for an amended draft at the next Meeting for Business. The Report was accepted.
6. Finance Committee Report: Meeting is asked to reconsider the distribution of the investment income to cover the repair expenses of our property. [For full report, see Appendix].

**Minute** regarding investment income. FMAS approves using 50% of the income generated by its FFC [Friends Fiduciary Corporation] accounts and sent to the Meeting for the purpose of supporting routine meetinghouse repairs and maintenance. The remaining 50% of this income will continue to support the Immigrant Aid Fund and the RAICES Bond fund in similar proportion to past practice. Any funds collected for repairs and not spent on repairs will be added to the Sinking Fund at the end of each fiscal year. **Approved.** The Report was accepted.

7. Treasurer's Report: The treasurer highlighted parts of the report showing that year to date contributions to Meeting were lagging behind expectations. Ten to 12 Friends contribute 80% of the Meeting's funds. [Full Report is in the Appendix]. He noted that the Religious Education Committee is providing a child care worker from an agency that charges \$25 per week for their services, in addition to the \$52 paid to the individual. This fee will add \$1,300 to the annual budget, beyond what has been paid in the past. Friends noted that is unrealistic to provide adequate care from Meeting since two adults are needed. Further, it is preferable to have the same worker each week; could this person, who would have a background check, be hired through an agency with a single fee, or recommended by another organization. The Treasurer noted that in the far past, Friends provided services to care for the buildings and grounds that we now pay others to perform. However, the monetary contributions to Meeting have not grown proportionately. We can operate on a deficit, if that is

the will of Meeting. This is a fundamental question of our priorities. The question is referred back to Religious Education Committee. The Report was accepted.

8. Ministry & Oversight Committee Report: The two unhoused people who have been sleeping on the Meeting porch were offered a pre-paid card from HEB store valued at \$20, which was found to have expired. It was learned that these expired cards can be re-charged by HEB now, and periodically if unused. The oral report was accepted.

9. Property Committee: No report.

10. Peace & Social Concerns Committee: No report.

11. Other Concerns

Report of Cielo Grande Quarterly Meeting carried over from September will be heard in November.

There being no further business to come before Meeting, it closed with silent worship to reconvene November 13, 2016.

David Bristol, Clerk for the Day

Gretchen Haynes, acting Recording Clerk

## Appendix to Minutes, 10/2016

To the FMSA Nominating Committee:

October 1, 2016

This is to formally state to you that it will be necessary for me to be away from Meeting until at least the end of this year. I have felt nourished and in right order since I began to serve in the position of clerk of the Meeting in January 2013 until recently, when my health began to be affected by increasing stress, some of which is connected to my current position as clerk. For this reason I need to remain "on hiatus" until my health improves.

This Meeting and the loving care of Friends are vital to my well-being at this point in my life. I will always be grateful for these gifts.

Submitted with abiding love for our Meeting,

Carol Balliet

## Friends Meeting of San Antonio

### 2017 Officers and Committees First Report, October 2016

Position	Name	Through	Position	Name	Through
<b>Trustee [1 year]</b>					
Clerk	Carol Redfield	2017	Representative	Val Liveoak	2018
Member	Ruth Lofgren	2017	Representative	<i>Jen Osbourne</i>	2018
Treasurer	<b>OPEN</b>	2017	<b>Property Committee [2 years]</b>		
Member	Carol Balliet	2017	Clerk	<b>OPEN</b>	2018
Member	Ken Southwood	2017	Member	<i>Bill Sweet</i>	2018
Secretary	<b>OPEN</b>	2017	Member	<i>James Goslin</i>	2018
Member	<i>Bill Wilkinson</i>	2017	Resource	Karen Haynes	OK
<b>Monthly Meeting [2 year]</b>			Resource	Joe Redfield	OK
Co-Clerk <i>Val Liveoak, Gretchen Haynes</i> 2017			Resource	<i>James Mize</i>	
<b>Recording Clerk</b>					
Recording Clerk	<i>Alice Partain</i>	2018	<b>Religious Education Committee [2years]</b>		
Treasurer	<b>OPEN</b>	2018	Clerk	<b>OPEN</b>	
Recorder	Bill Wilkinson	2017	Member	<i>Kristal Melvin</i>	2018
<b>Ministry &amp; Oversight Committee [3/4 years]</b>			Member	<i>Alice Partain</i>	2018
Clerk	Jim Spickard	2019	Member	<i>Carol Balliet</i>	2018
Member	Val Liveoak		Resource	Michelle DiGiacomo	OK
Member	Doug Balfour	2019	Resource	Mimi Moore	OK
			Librarian	<i>Michelle DiGiacomo</i>	2018

Member	James Goslin	2018
Resource	Fabian Juarez	OK
Resource	David Bristol	OK

#### **Inreach/Outreach Committee [2 years]**

Clerk	<b>OPEN</b>	2018
Hospitality	Gretchen Haynes	2017
Facebook, Jim Spickard		2017
E-Mail	<b>OPEN</b>	2018
Supplies	<b>Marian Carter</b>	2018
Sched Groups	Carol Balliet	2018
Newsletter	Ken Southwood	2018
Directory	Ken Southwood	2018
Webmaster	James Goslin	2018
Celebrations	<b>Joni Mize</b>	2018
Telephone	Janet Southwood	2018

#### **Site Planning Committee [2 years]**

We postponed filling this committee until the Open positions, above, are filled.

<b>Peace &amp; Social Concerns Committee [2 years]</b>		
Co-Clerks	Jim Spickard, Val Liveoak	2018
Member	<b>Margaret Engel</b>	2018
Member	<b>OPEN</b>	2018

<b>Friends Committee on National Legislation</b>		
Meeting Contact	<b>Bill Sweet</b>	2017

#### **Finance Committee [2 years]**

Clerk	Carol Redfield	2017
Member	Pat Sweet	2018
Member		<b>OPEN</b>
Ex-officio member	Treasurer	<b>OPEN</b>
Resource	Ruth Lofgren	OK

**Naming Committee:** composed of Clerk of the Meeting, and Clerks of Finance and Ministry & Oversight

Committees proposes the

#### **Nominating Committee [2 years]**

Clerk	<b>OPEN</b>	2018
Member	<b>OPEN</b>	2018

## **Friends Meeting of San Antonio**

### **Treasurer's Report October 2016**

#### **Balance Sheet**

- ✓ The “orphan” has increased from \$706.00 to \$5,706.00. When completing the bank reconciliation, the GnuCash program indicated the starting balance for October was \$5,000 less than the closing balance for September. I have given up trying to figure out why as this has happened in the past. There are no material deficiencies in our finances that I can see in terms of actual bank balances, investment balances, income, or expenses when comparing receipts with account statements. The only way to “true up” the accounts would be for someone independent of me to go through the Meetings finances by hand (rather than using GnuCash).
- ✓ Operating Cash is now less than \$400. We will begin to draw funds from the Cash Flow Reserve in November.
- ✓ There have been no further expenditures from the Sinking Fund, which remains negative.
- ✓ There are no other notable activities to report.

#### **Statement of Activities**

##### **Income:**

- ✓ General contributions continue to
- ✓ lag. The budget anticipates that the meeting will receive approximately \$2000/month in general contributions, and we will need income of approximately \$7,500 between now and the year of the year to make up the budget shortfall.

##### **Expense:**

- ✓ All contributions to Quaker and Local Organizations as well as SCYM have been made as of October.
- ✓ Childcare costs associated with the contract with Mom's Best Friend are now current.
- ✓ No other unusual expenses are noted.
- ✓ We need to reduce spending for the remainder of 2016 to necessities only.

Faithfully submitted, Bill Wilkinson, Treasurer