

FRIENDS MEETING OF SAN ANTONIO  
Meeting for Worship with Attention to Business

December 18, 2016

The Light Within is a fundamental concept of our Quaker faith. We could say that it is the central concept, around which the others revolve. But it is also a remarkably vague concept... This ambiguity affects all of us. How do we make sense of our faith, intellectually, without clarity on this central idea? How do we communicate our faith to others? If you were asked by a nonQuaker, for example, to explain what we Quakers mean by it, what would you say?

*The Light Within: Then and Now.* Rex Ambler, Pendle Hill Pamphlet 425, 2002

Attending: Gretchen Haynes, Alice Partain, Val Liveoak, David Novogrodsky, Ken Southwood, Janet Southwood, Michelle Di Giacomo, Suzanne Wright Crain, Jim Spickard, Pat Sweet, Bill Sweet, Stephen Shearer, Peggy Dial, James Goslin, Carol Redfield, Crystal Redfield.

Correspondence: Gretchen Haynes shared an invitation from Friends Committee on National Legislation to participate in Capital Days, and thank you notes for support and donations from FCNL, RAICES, and PEACE Initiatives. Merry Christmas cards were received from Ramallah Friends School and AC Technical Services.

1. Minutes of November 13 Meeting for Worship with Attention to Business. **Approved.**

Meeting agreed to the format of Minutes and to the procedure of sending them out in advance of the next Business Meeting so that Friends can look over them and fewer paper copies need be available on the day. Jim Spickard requested that a few printed copies be made available for those who had not read the minutes in advance.

2. Minutes of November 27 Called Meeting for Worship with Attention to Business. **Approved.**

3. Nominating Committee Roster 2017, Bill Sweet reporting.

Final reading of 2017 Nominating Roster. **Approved.** Stephen Shearer added to Property Committee for a first reading. A final reading of his addition will take place at January's Meeting for Business.

**Minute:** Gratitude is expressed to all outgoing committee members.

4. Finance Committee Report, Carol Redfield reporting. No report.

5. Treasurer's Report and Proposed 2107 Budget , Pat Sweet reporting for Bill Wilkinson. The spread sheets are in rgw Appendix. **Accepted.**

**Balance Sheet**

- ✓ The balance sheet has improved primarily because of end-of-year contributions.
- ✓ Thanks to Jim Spickard who located \$5,000 in the "orphan" line and eliminated it.
- ✓ The Sinking Fund continues to recover.

- ✓ Funds from the Meeting savings account will be used to pay for the HVAC repairs in the Phase 1 section of the building.

#### **Statement of Activities**

- ✓ Monthly expenses in November were typical. Income was higher than expected because of end-of-year contributions.
- ✓ The Meeting will be close to breaking even once December income and expenses are received and paid.

#### **2017 Proposed Budget**

- ✓ The budget of \$28,525 represents a minimal increase over 2016. Assumptions are stated as "notes." The general contribution budget could be made easily if we have 25 individuals/families giving approximately \$95/month, 20 giving \$120/month, 15 giving \$160/month, or 10 giving \$280/month.
- ✓ Expense categories have been adjusted slightly to reflect our 2016 experience. This is mostly to balance the budget to the expense categories.
- ✓ By adjusting our assumptions about when we will realistically require childcare, we can continue to afford using Mom's Best Friend.
- ✓ This budget is presented for seasoning, and will be submitting for acceptance in January 2017.

Faithfully submitted, Bill Wilkinson, Treasurer

2017 Budget discussion. Ken Southwood asked for the meeting to consider increasing the contributions the Meeting makes to other organizations, stating that the Meeting does not have the man/woman power to volunteer, but does have money to support these organizations. Jim Spickard asked if Ken would like Peace & Social Concerns to address his suggestion. Ken agreed. It was stated that Friends have the ability to contribute to each organization as much as they feel appropriate as individuals. Michelle Di Giacomo stated that it is important for the Meeting to have a financial face as an organization. Jim Spickard pointed out that some of the organizations that receive funds from FMSA are not tax deductible however contributions to FMSA are and some Friends choose to pass money to those organizations through FMSA for this reason. In response Bill Sweet clarified that one part of FCNL is not tax deductible since it does lobbying, however the remaining half is tax deductible. Peggy Dial asked for clarification on funds in the line item of the budget for publicity. Pat Sweet stated that it currently funds ads in Friends Journal and Quaker Life and that no local publicity was being done. **First reading of Budget accepted.**

6. Ministry & Oversight Committee Report, Jim Spickard giving oral report. **Approved as read.**

Forum was held one week ago to begin the process of forming the State of the Meeting Report. The committee will be meeting this week to take the next steps in writing it in a loving way that reflects where we are as a meeting – the wonderful things and the not so wonderful things. Appreciation was given to the focus group that met during the forum. The final report is not due until February and a draft will be available at the January Meeting for Business. Anyone can contact members of M&O for commenting on the wording of the report. The security conversation scheduled for the first week of December did not take place due to other activities of the day. The committee is looking for the next way forward on this topic.

7. Property Committee Report, Suzanne Wright Crain reporting. **Approved.**

Property Committee Report- December 15, 2016 Marian Carter, Suzanne Wright Crain, James Goslin (resource)

We reviewed the scope of work our committee has set out to accomplish since Building committee and Grounds committee were combined two years ago. Our property has undergone long overdue maintenance on parts of the HVAC in both systems. It will continue to need repair and replacement of parts, as the older systems age. We recommend maintaining the contract with A/C Technical to perform twice a year comprehensive maintenance in April and October and changing the filters every two months and in cold and flu season every month. There are plenty of fresh filters in the closets and they go in with the arrow pointing up. After the coil was replaced on Thursday they found the compressor wasn't working. It was replaced in May and is under warranty, so they replaced it at no cost to us.

We have a hand drawn lighting plan in the filing cabinet. We are providing a list of contractors with contact info (all of whom have proven to do good work and are trustworthy), as well as a list contacts for the groups using the space. This is helpful and necessary in case of emergency.

Grounds- We always have to be aware of the water that runs from Vandiver down our property to the drain, though improvements were made that help that situation more needs to be done. Removing the hump in the dry creek bed along Eisenhaur might help.

We have found the City of Austin publication "Native and Adapted Landscape Plants" to be a very helpful guide and will pass on a new copy to the incoming committee. We have scheduled weekly mowing and that has been working out great. There is a file folder marked "SA Friends Landscape", in the cabinet, which includes the original planting plans.

Gutters- Our gutters are rusted through in places and we are questioning whether they are necessary for the back along Eisenhaur. Perhaps we only need to replace them on the courtyard side?

We are providing an updated roster of individuals that hold keys and spare keys to give to the incoming committee.

Vandalism and vagrancy- Last week someone spray painted "Fuck you" on the door to the chair and table closet and tried to break in. A police report was filed on Saturday, SAPD case #16274061. We requested someone from the security committee help with filing the report. We appreciate James G.'s help in painting over the graffiti. The "shanty town" between us and La Fiesta is a problem. The jasmine bushes are home to various items left there, plastic sheeting, wet clothing; and a target basket. Someone is using the bushes as a latrine. We called the apartment manager and asked that they remove the brush that is thought to be contributing to the makeshift shelter. Respectfully prepared, Suzanne Wright Crain, Property Clerk

Val Liveoak expressed appreciation for all the work done by Suzanne and the committee. Suzanne thanked James Goslin for his incredible contribution and stated that "without James it would have been bloody hell."

8. Working Group on Meeting Security. Addressed in Ministry and Oversight Committee Report.

9. Peace & Social Concerns Committee Report. No written report. Committee will hold a forum on January 8<sup>th</sup> to address priorities for the coming year.

10. Other Concerns:

a. Spring Friends Fair. Gretchen Haynes reporting.

The organizer of this year's Fair asked Friends if there was enthusiasm for and commitment to work on one next year. In discussion, the purposes of the Fair were clarified to include local community outreach, and fundraising--in 2016 the funds raised went to RAICES Bond Fund for immigrant families. A Friend suggested that the children of the Meeting be involved by making paper flowers to sell. While one Friend was unavailable on the suggested date, May 13th was approved and Meeting agreed that Gretchen Haynes would make arrangements to secure the ponies and petting zoo for that date and move ahead with fair preparations.

b. Letter of Introduction for Fabian Juarez.

Meeting considered a letter of introduction for Fabian Juarez. Jim Spickard stated that Ministry and Oversight will put a general letter of introduction together. Gretchen Haynes noted that Fabian said it can be emailed to him and he will print it out. A discussion proceeded about a letter of introduction being separate from a request for transfer of membership. It was agreed that Fabian could request a transfer of membership separately from this letter of introduction once he has found a new spiritual home.

11. Handbook Revisions. Discussion held until next month.

Other concerns. T-Shirts for the Meeting.

The Meeting was asked to consider if t-shirts for the Meeting were desirable and if so, if they wanted to be worn for the MLK march in San Antonio on January 16<sup>th</sup>. Discussion took place on previous designs and logos. The Meeting empowered the small group of Peggy Dial, Val Liveoak, Carol Redfield and Jim Spickard to make design decisions. Peggy will convene the first meeting of the group and orders must be prepared by January 9<sup>th</sup>. The design will be presented to Meeting on or before January 8<sup>th</sup>.

Suzanne Wright Crain asked to meet with Bill Sweet, Stephen Shearer and James Goslin to hand over the keys for Property Committee.

Meeting ended with silent worship at 1:00pm

Gretchen Haynes, Co-Clerk

Alice Partain, Recording Clerk

**Appendix FMSA Proposed 2017 Budget**  
**November 2016**

	<b>November 2016</b>	<b>2016 YTD Actuals thru November</b>	<b>2016 Annual Budget</b>	<b>201 Proposed \$</b>
<b>Total Income</b>	<b>\$ 7,626.93</b>	<b>\$ 34,619.60</b>	<b>\$ 28,100.00</b>	<b>\$ 28,525.00</b>
Designated Contributions	\$ -	\$ -	\$ 300.00	\$ -
General Maintenance	\$ -	\$ -	\$ -	\$ -
Immigrant Aid	\$ -	\$ -	\$ -	\$ -
Meetinghouse	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -
RAICES Bond Fund	\$ -	\$ 5,440.27	\$ -	\$ -
General Contributions	\$ 7,510.00	\$ 23,446.46	\$ 23,500.00	\$ 23,500.00
Interest Income	\$ -	\$ -	\$ -	\$ -
Bond Interest	\$ -	\$ -	\$ -	\$ -
Checking Interest	\$ -	\$ -	\$ -	\$ -
Savings/Money Market Interest	\$ 1.93	\$ 21.52	\$ 50.00	\$ 25.00
Investment Income	\$ -	\$ -	\$ -	\$ -
Other Income	\$ -	\$ -	\$ -	\$ -
Facilities Use	\$ 115.00	\$ 4,730.00	\$ 4,000.00	\$ 4,500.00
Yard/Online Sales	\$ -	\$ 652.36	\$ 250.00	\$ 500.00
Insurance Payments	\$ -	\$ 328.99	\$ -	\$ -
<b>Total Expense</b>	<b>\$ 966.23</b>	<b>\$ 36,069.72</b>	<b>\$ 28,100.00</b>	<b>\$ 28,525.00</b>
Adjustment	\$ -	\$ -	\$ -	\$ -

Building & Grounds							
Cleaning	\$ 280.00	\$ 2,800.00	\$ 3,400.00	\$ 3,400.00			\$
Grounds Maintenance	\$ -	\$ 4,620.00	\$ 3,200.00	\$ 3,600.00			\$
Major Repairs	\$ -	\$ 2,572.94	\$ -	\$ -			\$
Minor Repairs	\$ 21.86	\$ 4,290.11	\$ 2,000.00	\$ 2,000.00			\$
Property/Liability Insurance	\$ -	\$ 2,179.83	\$ 3,500.00	\$ 3,000.00			\$
Utilities							
Electric & Gas	\$ 239.61	\$ 2,614.75	\$ 3,000.00	\$ 3,000.00			\$
Phone	\$ 37.27	\$ 415.84	\$ 480.00	\$ 450.00			\$
Water & Sewer	\$ 94.58	\$ 1,646.14	\$ 2,000.00	\$ 2,000.00			\$
Contributions to Others (PSC)							
Emerging Issues	\$ -	\$ 100.00	\$ 500.00	\$ 500.00			\$
Local Organizations	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00			\$
La Posada de Guadelupe		\$ -	\$ 600.00	\$ -			\$
RAICES	\$ -	\$ 5,000.00	\$ -	\$ -			\$
Quaker Organizations	\$ -	\$ 713.00	\$ 700.00	\$ 700.00			\$
Finance							
Bank Service Charge	\$ -	\$ -	\$ -	\$ -			\$
M&O							
FJ/QL Subscriptions & Materials							\$
(M&O)	\$ -	\$ 40.00	\$ 120.00	\$ 100.00			\$
Relief (M&O)	\$ -	\$ -	\$ 120.00	\$ 100.00			\$
Travel Fund (M&O)	\$ -	\$ -	\$ 150.00	\$ 150.00			\$

Outreach

								\$
Advertising & Publicity	\$	-	\$	-	\$	-	\$	
FJ/QL Advertisement (OR)	\$	-	\$	140.00	\$	180.00	\$	150.00
Website/New Media (OR)	\$	-	\$	88.42	\$	100.00	\$	100.00
Publications & Printing (OR)	\$	-	\$	356.15	\$	200.00	\$	350.00
Refreshments (OR)	\$	-	\$	243.20	\$	200.00	\$	250.00

Religious Education

								\$
Childcare (RE)	\$	256.00	\$	2,783.68	\$	2,800.00	\$	3,200.00
Library (RE)	\$	-	\$	99.11	\$	100.00	\$	100.00
Religious Ed Misc	\$	-	\$	-	\$	100.00	\$	100.00
Uncategorized Expense								
Miscellaneous	\$	-	\$	1,381.26	\$	200.00	\$	750.00
Supplies	\$	36.91	\$	285.29	\$	250.00	\$	325.00
Yearly & Quarterly								
Quarterly Meeting	\$	-	\$	-	\$	500.00	\$	500.00
SCYM Contribution	\$	-	\$	2,500.00	\$	2,500.00	\$	2,500.00
<b>Net Gain (Loss)</b>	<b>\$</b>	<b>6,660.70</b>	<b>\$</b>	<b>(1,450.12)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>