

Minutes
FMSA Meeting for Business
January 15, 2023

Attending:

- In Person: Bill Wilkinson, Rachael Cundey, Jim Spickard, Gretchen Haynes, Julie Crum, Pat Sweet, Bill Sweet, Stephen Shearer, James Mize, Denise Wilkinson, Carol Redfield, Kara McGinnis
- On Zoom: Chris O’Kane, Kirstin Munro

The meeting opened with silent worship.

Prior Minutes

Friends approved the Minutes from the Dec 16th Meeting for Business without corrections.

Treasurer’s Report: reported by Bill Sweet

Balance Sheet

- ✓ The semiannual distribution from the investments in Friends Fiduciary of \$5911.02 was credited to the General Maintenance, as per Minute 2021.12.01. Then, per procedure, the entirety of General Maintenance was transferred to the Sinking Fund.
- ✓ The Friends Fiduciary Growth and Income Fund value increased by \$40,611.31 and the Short-term Investment Fund increased by \$458.07 in the fourth quarter.
- ✓ Per procedure, the unspent budgeted Ministry, Care and Guidance, 62140 Relief Fund was transferred to 10030 Relief Fund.
- ✓ The solar panels and the assisted listening/Zoom equipment were depreciated on a 25-year and 10-year straight line schedule.
- ✓ There is no other unusual activity to report.

Statement of Activities

- ✓ Undesignated contributions in December totaled \$17,086.45. Contributions to date are 134% of the 2022 budgeted general contributions at 100% of the year. This situation resulted from the timing of receipt of a donation, a donation from an unexpected source, and the typical end-of-the-tax year rush.
- ✓ \$700.00 was received in December for facilities use. Receipts for the year equal 600% of annual budget.
- ✓ The CPS bill In November is \$137.81 (\$180.12 last month) for 1.690 MWh (1.462 MWh last month) of electricity. The Big Sun Community Solar off-site photovoltaic panels gave

us a credit of \$156.78 (\$194.40 last month). After City of San Antonio Bill Credit of \$66.51 and charges for additional services, the bill totaled \$17.17 (\$35.93 last month).

- ✓ Expenditure for electricity is 392% of the annual budget at 100% of the year.
- ✓ From the initial connection through December, payment for solar-generated electricity totals \$6274.91, which averages to \$176.83 per month compared to the amortized capital cost of the panels of \$131.40 per month.
- ✓ The November bill for San Antonio Water System, not received before the end of November, was \$110.80 and for December \$117.75. Both are typical monthly cost.
- ✓ The Other Types of Expenses, Miscellaneous is for office supplies: envelopes, ink cartridge and postage stamps.
- ✓ Other expenditures were routine.

DISCUSSION: A Friend was unclear on why the Friends Fiduciary Fund distribution was credited to General Maintenance just days before the balance of General Maintenance would be transferred to the Sinking Fund. The Meeting approved this method of distribution to compensate for a potential negative balance in General Maintenance. However, the minute authorizing this concerns a period ending in December 2022. As such, Finance Committee will be revisiting this process before the next Friends Fiduciary Fund distribution in June 2023.

Friends accepted the Treasurer's report with gratitude.

Finance Committee Report: reported by Pat Sweet

Finance Committee recommends that \$2,000 be allocated from the Immigrant Aid Fund to support contributions to local and Quaker organizations that did not receive donations from the Meeting in 2022 and have been identified by Ministry, Care, & Guidance. This will reduce the balance in the Immigrant Aid Fund from \$10,521.31 to \$8,521.31.

DISCUSSION: It was clarified that funds designated for immigrant aid could be redesignated at any time.

MINUTE 2023.01.01 Friends Meeting of San Antonio allocates \$2,000 from the Immigrant Aid Fund to support contributions to local and Quaker organizations that did not receive donations from the Meeting in 2022.

Friends approved the minute.

Friends accepted the committee's report.

Nominating Committee: reported by Stephen Shearer

[Draft chart is attached at the end of these minutes.]

DISCUSSION: A Friend was concerned about the understaffing of the Property Committee and complete lack of staffing of the Community Engagement Committee. Any ideas on meeting organization are welcome.

One of the agenda items for the Clerks and Conveners meeting is how and whether to reorganize meeting operations.

Community Engagement concerns include managing the website, social media, newsletter, greeters, opening, and closing. The directory and handbook also officially fall under this committee. These responsibilities are currently being handled by individuals within the meeting, but there is no one coordinating the various tasks.

Friends approved the names on second reading.

Friends accepted the committee's report.

M, C, & G Report: reported by Julie Crum

Ministry, Care, & Guidance met on January 11, 2023. Gretchen Haynes, Joni Mize, James Goslin, Stephen Shearer, Val Liveoak, and Julie Crum attended.

1. We will supplement the monthly queries with relevant advices from Faith and Practices from yearly meetings.
2. Worship has been well attended; the zoom participants have also been regular in number although the people vary week to week. Vocal ministry has been minimal in the meetinghouse and very rare from Zoom friends.
3. We are sponsoring movie night on Saturday, January 14, as part of San Antonio's Dream Week observance; the movie is "Brother, Outsider", the story of Bayard Rustin.
4. Upcoming forums:
 - January 22: How is our meeting living out Martin Luther King's dream?
 - January 29 (fifth Sunday): State of the meeting thoughts
 - February 12: Vocal Ministry (Jim Spickard)
 - February 26: Ukraine (tentative)
5. We would like to hold a community yard sale on Saturday, April 22, rain date Saturday, April 29. We need a coordinator to make sure that tasks get done; we will need people to do publicity, street signage, site coordination, handle seller invitations and responses, and so on. We'll have more information available including job descriptions. We're looking forward to a robust neighborhood celebration!
6. 2022 donations: In accordance with the Minute 2022.12.01 of Dec. 18, Ministry, Care & Guidance committee recommends that Meeting donate to the same organizations as in 2021, with some changes in the amounts as follows:

Quaker Organizations

- Quaker Volunteer Witness: \$350
- Friends Peace Teams - General Program: \$200
- Friends Peace Teams – en las Americas: \$450

Local Organizations

- Esperanza Center: \$100
 - P.E.A.C.E. (Domestic violence concerns): \$450
 - Catholic Worker: \$450
7. The children's program is in good hands, with a small number of children attending every first and third Sunday.
 8. We discussed concerns for individual friends.

Our next committee meeting will be Monday, February 13 at noon.

DISCUSSION: There were 16 people in attendance at the movie night, and Friends enjoyed the discussion.

Friends were in support of the idea of a yard sale but concerned about finding a coordinator. This need will be publicized within the meeting, and preparations will not go forward unless a coordinator is found.

Friends had concerns regarding the recommended donations. Some Friends felt that resuming support of organizations we contributed to prior to 2021 would be more respectful of our ongoing connections. At the same time, Friends are considering where funds are most needed.

Members of MC&G expressed willingness to revisit these issues. Concern was also expressed that most members of P&SC would not be aware of our relationships with Quaker and local organizations when they set out to distribute donations later this year.

A Friend suggested that including a description of the organizations and our relationships to them in the committee report would be helpful. For example, Friends Meeting of San Antonio met in the Esperanza Center for a time in the 1980s.

MC&G encourages Friends with connections to Quaker organizations or local organizations acting in accordance with Quaker values to reach out to the committee with their input.

Friends received the committee's report. The committee is asked to correct the name Quaker Volunteer Witness, which should be Quaker Voluntary Service. Friends ask the committee to search for a coordinator for the April community yard sale and further discuss which outside organizations we support in consultation with P&SC.

Property Committee Report:

There is no January report from the Property Committee. Projects are in progress.

Meeting Announcements:

- **Jim has collected all minutes from the last 5 years with yearly summaries and is posting them to the website.**

The Meeting closed with silent worship.

Friends Meeting of San Antonio

Treasurer's Report

December 2022

Balance Sheet

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Faithfully submitted,
William D. Sweet, Treasurer

FMSA Balance Sheet

December 2022

	<u>31-Dec-22</u>	<u>30-Nov-22</u>	<u>Difference +/-</u>
ASSETS			
Current Assets			
Checking/Savings			
10000 · Frost Bank - Checking			
10010 - Cash Flow Reserve	\$ 6,000.16	\$ 6,000.16	
10020 - Operating Cash	\$ 32,999.57	\$ 21,015.59	
10030 - Relief Fund	\$ 11,145.00	\$ 11,095.00	
10040 - Sinking Fund	\$ 20,846.36	\$ 3,500.00	
10050 - Immigrant Aid	\$ 10,521.31	\$ 10,521.31	
10070 - General Maintenance	\$ -	\$ 10,935.34	
10080 - Janet Southwood Hospitality Fund	\$ 390.00	\$ 390.00	
10000 - Checking-Other	\$ -	\$ -	
Total 10000 · Frost Bank - Checking	\$ 81,902.40	\$ 63,457.40	\$ 18,445.00
11000 · Frost Bank - Savings	<u>\$ 14,923.80</u>	<u>\$ 14,907.54</u>	\$ 16.26
Total Checking/Savings	\$ 96,826.20	\$ 78,364.94	\$ 18,461.26
Other Current Assets			
18000 · Friends Fiduciary Corporation			
18100 · FFC Quaker Growth & Income Fund	\$ 555,863.25	\$ 515,251.94	
18200 · FFC Short-Term Investment Fund	\$ 53,900.10	53442.03	
Total 18000 · Friends Fiduciary Corporation	<u>\$ 609,763.35</u>	<u>\$ 568,693.97</u>	\$ 41,069.38
Total Other Current Assets	<u>\$ 609,763.35</u>	<u>\$ 568,693.97</u>	
Total Current Assets	\$ 706,589.55	\$ 647,058.91	
Fixed Assets			
19000 - Fixed Assets			
19100 - Buildings & Land	\$ 809,744.73	\$ 793,494.73	\$ 16,250.00
19200 - Solar Panels w/Big Sun	\$ 34,689.60	\$ 36,266.40	
19300 - Assisted Listening/Zoom integration sy	\$ 6,997.83	\$ 7,786.48	
19990 - Accumulated Depreciation			
19991 - Solar Panels Depreciation	\$ 4,730.40	\$ 3,153.60	
19992 - Assisted Listening/Zoom Depreciatic	\$ 788.65	\$ -	
Total 19990 - Accumulated Depreciation	\$ 5,519.05	\$ 3,153.60	
Total 19000 - Fixed Assets	<u>\$ 856,951.21</u>	<u>\$ 840,701.21</u>	\$ 16,250.00
TOTAL ASSETS	<u><u>\$ 1,563,540.76</u></u>	<u><u>\$ 1,487,760.12</u></u>	\$ 75,780.64
LIABILITIES & EQUITY			
Equity			
32000 · Unrestricted Net Assets	\$ 1,409,810.65	\$ 1,409,810.65	\$ -
45500 · Investment Inc/Dec	<u>\$ 124,935.36</u>	<u>\$ 83,865.98</u>	\$ 41,069.38
Net Income	<u>\$ 28,794.75</u>	<u>\$ (5,916.51)</u>	\$ (34,711.26)
Total Equity	<u>\$ 1,563,540.76</u>	<u>\$ 1,487,760.12</u>	\$ 75,780.64
TOTAL LIABILITIES & EQUITY	<u><u>\$ 1,563,540.76</u></u>	<u><u>\$ 1,487,760.12</u></u>	\$ 75,780.64

FMSA Statement of Activities

December 2022

	<u>December 2022</u>	<u>2022 YTD</u>	<u>2022 Budget</u>
Ordinary Income/Expense			
Income			
43400 · Contributions			
43410 · General Contributions	\$ 17,086.45	\$ 40,606.49	\$ 30,305.00
43440 · Designated Contributions			
43441 · General Maintenance	\$ 5,911.02	\$ 11,517.33	\$ -
43442 · Immigrant Aid	\$ -	\$ -	\$ -
43443 · Meetinghouse	\$ -	\$ -	\$ -
43445 · Miscellaneous	\$ -	\$ 25,364.00	\$ -
43447 · Relief Fund	\$ -	\$ -	\$ -
43448 · Janet Southwood Hospitality	\$ -	\$ -	\$ -
Total 43440 · Designated Contributions	<u>\$ 5,911.02</u>	<u>\$ 36,881.33</u>	<u>\$ -</u>
Total 43400 · Contributions	<u>\$ 22,997.47</u>	<u>\$ 77,487.82</u>	<u>\$ 30,305.00</u>
45000 · Bank Interest	\$ 16.26	\$ 67.93	\$ 20.00
46400 · Other Income			
46431 · Facilities Use	\$ 799.00	\$ 5,996.50	\$ 1,000.00
46432 · Yard/Online Sales	\$ -	\$ -	\$ -
46433 · Miscellaneous	\$ -	\$ -	\$ -
46434 · Festival	\$ -	\$ -	\$ -
46434.1 · Festival In-kind	\$ -	\$ -	\$ -
46499 · In-kind	\$ 600.00	\$ 945.70	\$ -
Total 46400 · Other Income	<u>\$ 1,399.00</u>	<u>\$ 6,942.20</u>	<u>\$ 1,000.00</u>
Total Income	<u>\$ 24,412.73</u>	<u>\$ 84,497.95</u>	<u>\$ 31,325.00</u>
Expense			
62100 · Ministry & Oversight			
62110 · FJ/QL Subscriptions	\$ -	\$ -	\$ 50.00
62140 · Relief Fund	\$ -	\$ -	\$ -
62150 · Travel Fund	\$ -	\$ -	\$ 150.00
62100 · M&O Other	\$ -	\$ -	\$ -
62199 · In-kind	\$ -	\$ 73.33	\$ -
Total 62100 · Ministry & Oversight		<u>\$ 73.33</u>	<u>\$ 200.00</u>
62500 · Religious Education			
62510 · Childcare	\$ 100.00	\$ 1,555.00	\$ 1,600.00
62520 · Library	\$ -	\$ -	\$ 150.00
62525 · Materials & Activities	\$ -	\$ -	\$ 800.00
62530 · Supplies & Misc	\$ -	\$ 18.00	\$ -
62599 · In-kind	\$ -	\$ 21.43	\$ -
Total 62500 · Religious Education	<u>\$ 100.00</u>	<u>\$ 1,594.43</u>	<u>\$ 2,550.00</u>

	<u>December 2022</u>	<u>2022 YTD</u>	<u>2022 Budget</u>
62800 · Building & Grounds			
62810 · Cleaning Services			
68811 · Supplies	\$ 15.58	\$ 99.81	\$ 350.00
62810 · Cleaning Services	\$ 200.00	\$ 3,180.00	\$ 3,400.00
Total 62810 · Cleaning Services	<u>\$ 215.58</u>	<u>\$ 3,559.81</u>	<u>\$ 3,750.00</u>
62830 · Grounds Maintenance	\$ -	\$ 1,850.00	\$ 4,000.00
62840 · Major Repairs	\$ 3,118.58	\$ 28,137.08	
62870 · Minor Repairs & Maintenance	\$ 1,500.00	\$ 5,290.89	\$ 6,000.00
62890 · Utilities			
62891 · Electric & Gas	\$ 17.17	\$ 2,543.67	\$ 650.00
62892 · Phone	\$ 108.01	\$ 1,206.12	\$ 1,000.00
62893 · Water & Sewer	\$ 228.55	\$ 1,485.88	\$ 2,000.00
Total 62890 · Utilities	<u>\$ 353.73</u>	<u>\$ 5,235.67</u>	<u>\$ 3,650.00</u>
62899 - In-kind	\$ 600.00	\$ 828.88	
Total 62800 · Building & Grounds	<u>\$ 5,787.89</u>	<u>\$ 44,902.33</u>	<u>\$ 17,400.00</u>
63000 · Contributions to Others			
63100 · Emerging Issues	\$ -	\$ 100.00	\$ 300.00
63200 · Designated Gifts (Unbudgeted)	\$ -	\$ 50.00	\$ -
63300 · Local Organizations	\$ -	\$ -	\$ 1,000.00
63400 · Quaker Organizations	\$ -	\$ -	\$ 1,000.00
63510 · Immigrant Aid	\$ -	\$ -	
Total 63000 · Contributions to Others	<u>\$ -</u>	<u>\$ 150.00</u>	<u>\$ 2,300.00</u>
65000 · Outreach			
65010 · FJ/QL Advertisement	\$ -	\$ -	\$ 225.00
65020 · Website/New Media	\$ -	\$ 343.14	\$ 500.00
65030 · Publications, Printing, Copying	\$ -	\$ -	\$ 25.00
65040 · Supplies	\$ -	\$ -	\$ 100.00
65050 · Refreshments	\$ -	\$ 120.74	
65051 - Refreshments - In-kind.	\$ -		
Total 65000 · Outreach	<u>\$ -</u>	<u>\$ 485.94</u>	<u>\$ 850.00</u>
65100 · Other Types of Expenses			
65120 · Property/Liability Insurance	\$ -	\$ 5,454.00	\$ 5,225.00
65140 · Bank Charges	\$ -	\$ 48.00	\$ 50.00
65160 · Miscellaneous	\$ 63.58	\$ 395.17	\$ 150.00
65180 · Festival	\$ -	\$ -	
65180.1 - Festival In-Kind	\$ -	\$ -	\$ -
Total 65100 · Other Types of Expenses	<u>\$ 63.58</u>	<u>\$ 5,897.17</u>	<u>\$ 5,425.00</u>
66900 · Reconciliation Discrepancies		\$ -	\$ -
68300 · Yearly & Quarterly Meeting			
68310 · Cielo Grande Quarter	\$ -	\$ -	
68320 · South Central YM	\$ -	\$ 2,600.00	\$ 2,600.00
Total 68300 · Yearly & Quarterly Meeting	<u>\$ -</u>	<u>\$ 2,600.00</u>	<u>\$ 2,600.00</u>
Total Expense	<u>\$ 5,951.47</u>	<u>\$ 55,703.20</u>	<u>\$ 31,325.00</u>
Net Ordinary Income	<u>\$ 18,461.26</u>	<u>\$ 28,794.75</u>	<u>\$ -</u>
Sinking Fund	<u>\$ 500.00</u>	<u>\$ 6,000.00</u>	
Net Income	<u>\$ 17,961.26</u>	<u>\$ 22,794.75</u>	<u>\$ -</u>