

**Minutes**  
**FMSA Meeting for Business**  
**July 21<sup>st</sup> 2024**

**Attending:**

- In Person: Pat Sweet, Bill Sweet, Von Keairns, Dale Keairns, Pam Spurgeon, Julie Crum, Judy Grant, Carol Redfield, Roberta Russell, Gretchen Haynes, Denise Wilkinson, Jim Spickard, Steven Vargas, Val Liveoak, Rachael Cundey
- On Zoom: Lee Gugerty, Linda Galler, Margaret Luna

**The meeting opened with silent worship.**

**PRIOR MINUTES**

Friends approved the Minutes from the June 16<sup>th</sup> Meeting for Business without corrections.

**TREASURER'S REPORT:** *reported by Bill Sweet*

**Balance Sheet** *(attached at the end of these minutes)*

- ✓ *\$20,000.00 from Operating Cash, \$10,000.00 from Immigrant Aid and \$5,000 from Relief Fund, a total of \$35,000.00, remains "parked" in the savings account. Because of this "loan", the balance sheet shows a deficit (in parentheses) in Immigrant Aid: the available balance is \$6,156.31 (\$10,000 minus \$3,843.69).*
- ✓ *The mid-year distribution of \$5,889.79 from the Friends Fiduciary investments was credited to the Sinking Fund, per Minute 2023.05.1.*
- ✓ *The Friends Fiduciary Short Term Investment account increased by \$508.97 and the Quaker Growth and Income Fund increased by \$28.69.*
- ✓ *There are no other items of note.*

**Statement of Activities** *(attached at the end of these minutes)*

- ✓ *Undesignated contributions in June totaled \$2,837.78, being 26.2% of the annual budget through 50% of the year.*
- ✓ *Income for Facilities Use is \$851.97, which is 97.2% of budget at 50% of the year.*
- ✓ *The Cleaning Services expense is much greater than typical as hazardous materials cleaning service was added to the normal housekeeping service, which is \$150.00 biweekly.*
- ✓ *The CPS bill in June is \$437.17 (\$185.07 last month) for 3.568 MWh (1.544 MWh last month) of electricity. The Big Sun Community Solar off-site photovoltaic panels gave a credit of \$133.01 (\$172.71 last month). After charges for additional services, the bill totaled \$359.18 (\$68.17 last month). Expense for electricity to date is 49.4% of the 2024 budget.*

- From the initial connection through June, payment for solar-generated electricity totals \$9120.68, which averages \$172.09 per month compared to the amortized capital cost of the panels of \$131.40 per month.
- ✓ Telephone for June was \$118.00, that being the balance after a partial prepayment in May.
- ✓ San Antonio Water System charge in June was \$112.38, which is about typical.
- ✓ **Other expenditures were routine.**

**DISCUSSION:** Total expenditures for the year so far are at about 75% of our budgeted total for the year, and our income is at about 25% of that budgeted for the year.

A Friend shared that we have not had major hazmat crises for several weeks now, and there are now far fewer people visiting the property. We may decide to pause or stop this service in light of these changes. We have already reduced the frequency of service to one day a week rather than twice weekly since the preschool program is on hiatus for the summer. It also seems that the hazmat service has not been provided for the past two weeks. We are not charged when they do not come.

Friends noted that the ad hoc committee first recommended this service, but none of its members are present today. However, a Friend felt it would not be appropriate to pass this issue back to the ad hoc committee as their role was more to make policy recommendations than to preside over week-to-week changes in execution.

**MINUTE 2024.07.01** FMSA will now pause the hazmat service and instructs the Treasurer to inform the service of this pause. We authorize the Clerk to resume the service if it is once again needed.

If Friends arrive to open and observe hazmat, they can call Jim using his phone number in the entryway. He can contact the hazmat service and is willing to clean on an emergency basis.

Friends accepted the Treasurer's report.

**Ministry & Care Report:** *reported by Julie Crum*

Ministry and Care met via Zoom on Wednesday, July 10. Julie Crum, Gretchen Haynes, James Goslin, Stephen Shearer, Bill Wilkinson, and Val Liveoak attended.

1. August query: Do I treat personal conflict as an opportunity for growth?  
September query: Am I careful to speak truth as I know it and am I open to truth spoken to me?
2. We mourn the loss of James Mize, and we hold Joni in the light. We will be talking with Joni about a memorial at Celo Friends Meeting in North Carolina and hope that we can participate via Zoom.
3. We received news that two families are moving out of the area. David Bristol and Lee Teran will move to Colorado soon to be near their family. Carmen Merrill, Nathan

Anderson, and Isaac Anderson are moving to Huntsville, Texas. We wish them well and will miss them all.

4. The arrangements committee along with Rachael and McPherson is planning their wedding, which will be held on Saturday, October 26 at 2pm.
5. The signs prohibiting alcohol and drug use and overnight visitors combined with visits by the police have reduced the numbers of people at the meetinghouse at night. Friends who are monitoring the security cameras may call the non-emergency police number when they see someone camping overnight.
6. We discussed concerns for friends.
7. Upcoming forums are:
  - July 14: Val, A Visit with Cuban Quakers
  - July 28: Bill W., Where Are We as a Meeting?
  - August 11: Gretchen, Non-Theist Quakers
8. We invite friends to follow leadings to present forums on topics that speak to their interests.
9. A letter from the Dream Week committee leads us to contact the committee to suggest that we can offer space so that a group without a venue could hold their event.
10. Emily Provance, the Friend in Residence at the Powell Retreat Center in Chatham, New York, offers a weekend retreat, "The Life Cycle of Meetings". Sessions will be offered for topics such as discernment, outreach, resistance to change, dealing with property and grounds, and simplifying committee structure. Detailed information is available at [powellhouse.org/event-list](http://powellhouse.org/event-list).

Our next meeting will be Wednesday, September 4 at 2pm via Zoom.

**DISCUSSION:** The meeting will be updated on further details concerning the memorial meeting for James Mize.

The Meeting filled out a form several months ago authorizing the local police to come onto our property in response to our request and ask people to leave, which has now happened a couple of times. The conditions of this arrangement are that the police then have the authority to arrest anyone who refuses to leave or habitually returns, and they expect our support in pressing charges if they choose to do so. In that case someone from the Meeting could be called to testify that we called the police and our policy on overnight stays. Friends Jim and Pam offered that they would be willing to do this.

According to a former Haven for Hope staff member, generally when an arrest is made under those circumstances the arrested person is sent to jail, goes before a judge, and ultimately is brought to Haven for Hope.

Discussions with our former property insurance agent suggested that if we made a claim for damages and it was found that we were “permitting” people to stay on the property, that could be a justification for denying the claim. In addition, there may be some risk of losing the policy.

The property committee would appreciate volunteers to occasionally look at the property’s cameras at night. Interested Friends can contact the Property Committee for access.

Friends accepted the committee’s report.

**PROPERTY COMMITTEE REPORT:** *reported by Jim Spickard*

The Property Committee (again) did not meet formally this month. We exchanged emails about our progress on various tasks, including some that we hope(d) to finish on our July 20<sup>th</sup> workday. In that email conversation, Friends affirmed that the Property Committee’s job is not policy. We handle infrastructure.

1. We now have 5 security cameras that cover our porches. Any interested Friends are welcome to monitor them.
  - We thank Bill W. for ordering and installing the needed “No Camping/No Weapons” signage. We understand that one more sign has been ordered. We also thank Bill removing the benches.
  - The outdoor electrical outlets are now all covered and locked, except for the one by the water cooler, where no cover can easily fit. The lock code is the same as the code on the thermostat boxes.
2. We are arranging for much-needed lawn mowing.
3. We have arranged to have the sticky or difficult to close doors fixed; it will ideally happen next week. Oleg will also put armor on the three restroom doors to prevent repeated break-in efforts.
4. This workday (July 20<sup>th</sup>), besides gardening, we hope to:
  - Fix the parking lot sign (or make progress on same).
  - Replace the lock on the breezeway case.
  - Mount the memorial plaques.
  - Inspect the fluorescent/LED tubes in several of the Phase 1 rooms, to see which need repair and which just need new bulbs.
  - Clean out / bring order to the garden closet.
  - Get rid of the mattress and other unwanted stuff in the community room.
5. Still to do:
  - Get and mount a metal sign above the plaques saying "Friends Memorial Garden"
  - Actually replace/repair the fluorescent/LED lights
  - Whatever else Friends bring to our attention. (We encourage Friends to volunteer to fix whatever they wish.)

Respectfully,  
Jim Spickard, Committee Clerk

**DISCUSSION:** If anyone knows a good lawn service, please let the Property Committee know.

The breezeway case lock was replaced, and the memorial plaques were mounted.

If anyone would like to get rid of the mattress in the community room, that would be appreciated.

Friends accepted the committee's report.

### **OTHER BUSINESS**

- South Central Yearly Meeting Peace and Justice Committee has reminded Friends that we passed a minute concerning Gaza in the spring. A Friend has written a letter on this issue including resources. Friends were in agreement with including this letter in our newsletter if our Peace and Social Concerns Committee has no objections. The letter can be sent to newsletter@saquakers.org. Some Friends were interested in sharing the letter on Facebook as well, but a Friend was very concerned about the loss of the context that the letter is from SCYM and not FMSA. A Friend suggested we link to SCYM's post instead, which did not entirely resolve the Friend's concern.
- Currently forums are coordinated by Ministry & Care. We hope that at some point Religious Education will take up this role. Gretchen will put a note in newsletter reflecting this so that Friends with forum ideas know who to address.

### **Meeting Announcements:**

- We will not have another business meeting until September unless one is called.

**The Meeting closed with silent worship.**

# FMSA Balance Sheet

June 2024

	<u>30-Jun-24</u>	<u>31-May-24</u>	<u>Difference +/-</u>
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · Frost Bank - Checking			
10010 - Cash Flow Reserve	\$ 6,000.16	\$ 6,000.16	
10020 - Operating Cash	\$ 18,158.99	\$ 18,469.09	
10030 - Relief Fund	\$ 6,470.75	\$ 6,470.75	
10040 - Sinking Fund	\$ 35,272.45	\$ 28,882.66	
10050 - Immigrant Aid	\$ (3,843.69)	\$ (3,843.69)	
10070 - General Maintenance	\$ -	\$ -	
10080 - Janet Southwood Hospitality Fund	\$ 390.00	\$ 390.00	
10000 - Checking-Other	\$ -	\$ -	
Total 10000 · Frost Bank - Checking	<u>\$ 62,448.66</u>	<u>\$ 56,368.97</u>	\$ 6,079.69
11000 · Frost Bank - Savings	<u>\$ 50,883.46</u>	<u>\$ 50,883.46</u>	\$ -
Total Checking/Savings	\$ 113,332.12	\$ 107,252.43	\$ 6,079.69
Other Current Assets			
18000 · Friends Fiduciary Corporation			
18100 · FFC Quaker Growth & Income Fund	\$ 619,459.97	\$ 619,431.28	\$ 28.69
18200 · FFC Short-Term Investment Fund	\$ 57,208.42	\$ 56,699.45	\$ 508.97
Total 18000 · Friends Fiduciary Corporation	<u>\$ 676,668.39</u>	<u>\$ 676,130.73</u>	\$ 537.66
Total Other Current Assets	<u>\$ 676,668.39</u>	<u>\$ 676,130.73</u>	
Total Current Assets	\$ 790,000.51	\$ 783,383.16	
Fixed Assets			
19000 - Fixed Assets			
19100 - Buildings & Land	\$ 812,844.73	\$ 812,844.73	
19200 - Solar Panels w/Big Sun	\$ 33,112.80	\$ 33,112.80	
19300 - Assisted Listening/Zoom integration sy	\$ 6,219.18	\$ 6,219.18	
19990 - Accumulated Depreciation			
19991 - Solar Panels Depreciation	\$ 6,307.20	\$ 6,307.20	
19992 - Assisted Listening/Zoom Depreciati	\$ 1,567.30	\$ 1,567.30	
Total 19990 - Accumulated Depreciation	\$ 7,874.50	\$ 7,874.50	
Total 19000 - Fixed Assets	<u>\$ 860,051.21</u>	<u>\$ 860,051.21</u>	\$ -
<b>TOTAL ASSETS</b>	<u><b>\$ 1,650,051.72</b></u>	<u><b>\$ 1,643,434.37</b></u>	\$ 6,617.35
<b>LIABILITIES &amp; EQUITY</b>			
Equity			
32000 · Unrestricted Net Assets	<u>\$ 1,430,079.42</u>	<u>\$ 1,430,079.42</u>	\$ -
45500 · Investment Inc/Dec	<u>\$ 226,840.40</u>	<u>\$ 226,302.74</u>	\$ 537.66
Net Income	<u>\$ (6,868.10)</u>	<u>\$ (12,947.79)</u>	\$ (6,079.69)
<b>Total Equity</b>	<u><b>\$ 1,650,051.72</b></u>	<u><b>\$ 1,643,434.37</b></u>	\$ 6,617.35
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>\$ 1,650,051.72</b></u>	<u><b>\$ 1,643,434.37</b></u>	\$ 6,617.35

# FMSA Statement of Activities

June 2024

	June 2024	2024 YTD	2024 Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>43400 · Contributions</b>			
<b>43410 · General Contributions</b>	\$ 2,837.78	\$ 8,192.81	\$ 31,300.00
<b>43440 · Designated Contributions</b>		\$ -	
43441 · General Maintenance	\$ -	\$ -	
43442 · Immigrant Aid	\$ -	\$ -	
43443 · Meetinghouse	\$ -	\$ -	
43445 · Miscellaneous	\$ -	\$ 250.00	
43447 · Relief Fund	\$ -	\$ -	
43448 · Janet Southwood Hospitality	\$ -	\$ -	
43449 · Sinking Fund	\$ 5,889.79	\$ -	
<b>Total 43440 · Designated Contributions</b>	<b>\$ 5,889.79</b>	<b>\$ 6,139.79</b>	
<b>Total 43400 · Contributions</b>	<b>\$ 8,727.57</b>	<b>\$ 14,332.60</b>	<b>\$ 31,300.00</b>
<b>45000 · Bank Interest</b>		\$ 458.18	\$ 350.00
<b>46400 · Other Income</b>			
46431 · Facilities Use	\$ 851.97	\$ 4,374.04	\$ 4,500.00
46432 · Yard/Online Sales	\$ -	\$ -	
46433 · Miscellaneous	\$ -	\$ -	
46434 · Festival	\$ -	\$ 288.20	
46434.1 · Festival In-kind	\$ -	\$ 82.04	
46499 · In-kind	\$ -	\$ -	
<b>Total 46400 · Other Income</b>	<b>\$ 851.97</b>	<b>\$ 4,744.28</b>	<b>\$ 4,500.00</b>
<b>Total Income</b>	<b>\$ 9,579.54</b>	<b>\$ 19,535.06</b>	<b>\$ 36,150.00</b>
<b>Expense</b>			
<b>62100 · Ministry &amp; Oversight</b>			
62110 · FJ/QL Subscriptions	\$ -	\$ -	
62140 · Relief Fund	\$ -	\$ -	
62150 · Travel Fund	\$ -	\$ -	
62100 - M&O Other	\$ -	\$ -	\$ 100.00
62199 · In-kind	\$ -	\$ -	
<b>Total 62100 · Ministry &amp; Oversight</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100.00</b>
<b>62500 · Religious Education</b>			
62510 · Childcare	\$ 100.00	\$ 680.00	\$ 2,000.00
62520 · Library	\$ -	\$ -	\$ 50.00
62525 · Materials & Activities	\$ -	\$ -	
62530 · Supplies & Misc	\$ -	\$ -	\$ 50.00
62599 · In-kind	\$ -	\$ -	
<b>Total 62500 · Religious Education</b>	<b>\$ 100.00</b>	<b>\$ 680.00</b>	<b>\$ 2,100.00</b>

<b>62800 · Building &amp; Grounds</b>			
<b>62810 · Cleaning Services</b>			
68811 · Supplies	\$ -	\$ 94.44	\$ 350.00
62810 · Cleaning Services	\$ 768.75	\$ 2,780.00	\$ 4,000.00
62819 = Event Cleaning Services	\$ -		
<b>Total 62810 · Cleaning Services</b>	<b>\$ 768.75</b>	<b>\$ 2,874.44</b>	<b>\$ 4,350.00</b>
62830 · Grounds Maintenance	\$ -	\$ 1,200.00	\$ 6,000.00
62840 · Major Repairs	\$ -	\$ 4,539.36	
62870 · Minor Repairs & Maintenance	\$ 2,018.37	\$ 6,311.48	\$ 4,000.00
<b>62890 · Utilities</b>			
62891 · Electric & Gas	\$ 359.18	\$ 839.84	\$ 1,700.00
62892 · Phone	\$ 118.00	\$ 862.45	\$ 150.00
62893 · Water & Sewer	\$ 112.38	\$ 675.21	\$ 2,000.00
<b>Total 62890 · Utilities</b>	<b>\$ 589.56</b>	<b>\$ 2,377.50</b>	<b>\$ 3,850.00</b>
62899 - In-kind		\$ -	
<b>Total 62800 · Building &amp; Grounds</b>	<b>\$ 3,376.68</b>	<b>\$ 17,302.78</b>	<b>\$ 18,200.00</b>
<b>63000 · Contributions to Others</b>			
63100 · Emerging Issues	\$ -	\$ -	
63200 · Designated Gifts (Unbudgeted)	\$ -	\$ -	\$ -
63300 · Local Organizations	\$ -	\$ -	\$ 1,000.00
63400 · Quaker Organizations	\$ -	\$ -	\$ 1,000.00
63510 - Immigrant Aid	\$ -		
<b>Total 63000 · Contributions to Others</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000.00</b>
<b>65000 · Outreach</b>			
65010 · FJ/QL Advertisement	\$ -	\$ -	\$ 225.00
65020 · Website/New Media	\$ 23.17	\$ 108.34	\$ 1,400.00
65030 · Publications, Printing, Copying	\$ -	\$ -	
65040 · Supplies	\$ -	\$ -	
65050 · Refreshments	\$ -	\$ 13.92	
65051 - Refreshments - In-kind		\$ -	
<b>Total 65000 · Outreach</b>	<b>\$ 23.17</b>	<b>\$ 122.26</b>	<b>\$ 1,625.00</b>
<b>65100 · Other Types of Expenses</b>			
65120 · Property/Liability Insurance	\$ -	\$ 7,906.00	\$ 8,375.00
65140 · Bank Charges	\$ -	\$ -	\$ 50.00
65160 · Miscellaneous	\$ -	\$ 230.08	\$ 200.00
65180 · Festival	\$ -	\$ 80.00	
65180.1 - Festival In-Kind	\$ -	\$ 82.04	\$ -
<b>Total 65100 · Other Types of Expenses</b>	<b>\$ -</b>	<b>\$ 8,298.12</b>	<b>\$ 8,625.00</b>
<b>66900 · Reconciliation Discrepancies</b>	\$ -	\$ -	\$ -
<b>68300 · Yearly &amp; Quarterly Meeting</b>			
68310 · Cielo Grande Quarter	\$ -	\$ -	
68320 · South Central YM	\$ -	\$ -	\$ 3,500.00
<b>Total 68300 · Yearly &amp; Quarterly Meeting</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500.00</b>
<b>Total Expense</b>	<b>\$ 3,499.85</b>	<b>\$ 26,403.16</b>	<b>\$ 36,150.00</b>
<b>Net Ordinary Income</b>	<b>\$ 6,079.69</b>	<b>\$ (6,868.10)</b>	<b>\$ -</b>
<b>Sinking Fund</b>	<b>\$ 3,000.00</b>	<b>\$ 5,500.00</b>	
<b>Net Income</b>	<b>\$ 3,079.69</b>	<b>\$ (12,368.10)</b>	<b>\$ -</b>