

Southern Appalachian Yearly Meeting and Association
Representative Meeting 141
September 15, 2018
Berea Friends Meeting, Berea, Kentucky

141-01 Opening Worship and Reading

Spiritual discernment is the process of sifting divine guidance from other influence: from internal forces such as fear or selfishness to external pressures and expectations. A willingness to listen and to let go of our own agendas can help us sift through all the voices we hear and discern how God is leading us.

Eileen Flanagan 1999 from *Plain Living* by Catherine Whitmire

141-02 Introductions/Welcome [Attachment A: Attendance]

Participants all introduced themselves and their home meeting, and their role at the representative meeting. Clerk Barbara Esther welcomed everyone.

The clerk told Friends that Anne Welsh's health is improving, although she still requires a lot of care from Bob. Friends acknowledged Bob Welsh's contributions to the community, especially as local arrangements person on the Yearly Meeting Planning Committee for SAYMA gathering. The clerk also informed Friends that Lisa Bennett has asked to step down from her positions in SAYMA as clerk of SAYMA URJ and member of Nominating Committee.

141-03 Agenda Review.

Friends accepted the agenda with minor changes.

141-04 Proposed guidelines for the recording of Minutes - Barbara Esther (Asheville FM) [Attachment B: Guidelines for the Recording Clerk]

The clerk encouraged Friends to review the proposed guidelines. They were developed as a working document to be put in the Handbook and were sent out before the representative meeting as an online document.

141-05 Report from the Administrative Assistant - Susan Phelan (Huntsville FM) [Attachment C: Administrative Assistant's Report]

Susan Phelan, administrative assistant, gave her report. Her office is up and running.

141-06 Report from Quaker House – Hank Fay (Berea FM) [Attachment D: Quaker House Report]

Hank Fay presented his report, mentioning the development of two videos on the history of Quaker House to commemorate its founding 50 years ago. Contributions are sought to aid in that effort and a celebration is planned for September 21, 2019. A Friend commended Hank for how seriously he has taken his representation to a Wider Quaker Organization.

141-07 Treasurer's Report - Roger Wise (Charleston FM) [Attachment E: Treasurer's Report]

Roger Wise explained his report. Income for the year of Oct. 1, 2017 – Sept. 30, 2018 is around 4 percent below what was projected, but expenses were budgeted high to avoid surprises. He estimates that there may be surplus over \$3,000, although that could change. The following two changes were proposed to the budget as it stands.

Minute 141-07-01: Friends approved adding \$300 to the Yearly Meeting Planning Committee budget.

Minute 141-07-02: Friends approved reducing the budget for Faith and Practice Ad Hoc Committee by \$100.

141-08 Finance Committee Report - Charles Schade (Charleston FM) [Attachment F: Finance Committee's Report, WQO]

In his report Schade encouraged representatives to take information back to their monthly meeting about the new calculation of assessments. This includes the annual assessment of \$75 per active adult member and active adult attender, as described in the report and approved during yearly meeting 2018. He said that anyone who has questions or concerns can contact him or Susan Phelan, SAYMA Administrative Assistant.

Geeta McGahey (Celo FM), who serves on the Working Group on Allocations to Wider Quaker Organizations, brought up infrastructure concerns about the working group. She stated that there has been no clerk appointment; and the committee's status was uncertain since it was first created to assist the Finance Committee with questions about how much to budget for Wider Quaker Organizations. Friends discussed making the committee an official ad hoc committee through SAYMA.

Minute 141-08-01: Friends approved creating the Ad Hoc Committee on Allocations to Wider Quaker Organizations. The clerk appointed Geeta McGahey as clerk of the committee. Other members of the ad hoc committee are Wood Bouldin (Greenbrier WG), Christine Repoley (Atlanta FM), and Charlie Wilton (Berea FM).

141-09 Minute regarding SAYMA-URJ Support Committee

The following minute was to be discussed at yearly meeting in June 2018, but the discussion was delayed due to time constraints.

Berea Friends Meeting applauds the establishment of the Uplifting Racial Justice Committee (SAYMA-URJ) and thanks those Friends whose leadership contributed to its creation. Berea Friends Meeting notes that SAYMA-URJ "encourages Friends of European descent to support SAYMA-URJ by forming a separate committee or working group."

Berea Friends Meeting calls for the establishment of a complementary and cooperative

SAYMA standing committee, provisionally named the Dismantling White Supremacy Committee (DWS), with the following mission:

1. DWS supports SAYMA-URJ in making SAYMA a welcoming and safe place for Friends of color, and raising awareness about white supremacy within SAYMA and the Religious Society of Friends.
2. DWS will listen to SAYMA-URJ and individual Friends of color in order to understand the impact racism has on their lives.
3. DWS will share information and provide assistance to monthly meetings in identifying how individuals and institutions maintain power structures which block people of color from full participation in and enjoyment of all aspects of life and society.
4. DWS seeks to assist individual Friends and monthly meetings in dismantling these power structures.
5. DWS seeks the elimination of both the attitudes and manifestations of white supremacy, and all forms of racism, within ourselves, our monthly meetings, SAYMA, the Religious Society of Friends, and society at large.

The clerk asked Friends to consider how to proceed with this minute instead of just considering whether there was approval or acceptance. One Friend stated that the first step could be participating in the training by the People's Institute which initially was scheduled for this Representative meeting but could not take place because the People's Institute was not available. She suggested the training should take place before consideration of the Berea minute.

There were some concerns expressed by a Friend who stated that he did not feel that there had been agreement that there was a problem in SAYMA necessitating the training and felt that it wasn't clear what the People's Institute training would accomplish. He said that he would not have attended the Representative meeting if the People's Institute training had been a part of the weekend. There were also concerns expressed about whether a face-to-face training was the most effective method to achieve the desired change.

Several Friends expressed support for the training of the People's Institute, including a Friend of color who stood up to state that he had grown up in the belly of white supremacy, and was currently a Quaker because of the anti-racism work of such organizations as the People's Institute. There were questions regarding the nature of the People's Institute and the training they would offer. One Friend reported that SAYMA-URJ had had a training facilitated by the People's Institute in tandem with the fall representative meeting in 2017, which had been very productive and had led to a very well-thought-out presentation by SAYMA-URJ of their goals and mission. One Friend expressed the opinion that since the provision of the training had already been approved by the yearly meeting that further discussion was unnecessary.

The clerk brought up the question of who would schedule the People's Institute training, and there was also the question of how to proceed with the Berea Meeting minute. One Friend suggested an ad hoc committee to consider the training which could also outline goals and a mission to correlate with those of SAYMA-URJ.

The SAYMA clerk stated that the meeting would break for lunch, and asked Friends to talk to each other and consider the issues carefully before returning.

During the afternoon session, Friends discussed how to plan the People's Institute training and how to work with the minute from Berea Friends. There was discussion about creating an ad hoc committee to help with the details of the People's Institute training or to serve as the Dismantling White Supremacy Committee as suggested by Berea Friends. John Adams from Atlanta Friends then offered to serve as interim clerk of SAYMA-URJ to promote communication and help constructive growth of the committee which would include work on the upcoming training facilitated by the People's Institute. Friends gratefully accepted John's offer.

Minute 141-09-02: Friends approved John Adams to serve as interim clerk of SAYMA-URJ on a temporary basis.

Minute 141-09-03: SAYMA clerk will appoint an ad hoc committee to consider the request of the Berea Friends Meeting to create a standing committee, "Dismantling White Supremacy" and to bring a recommendation and possible minute to yearly meeting in June. Lynnora Bierce (Asheville FM) offered to clerk that ad hoc committee.

141-10 Nominating Committee - Kendall Ivie (West Knoxville FM) [Attachment G: Nominating]

Kendall Ivie presented names for approval as well as vacant positions in the report.

Minute 141-10-01: Friends approved the nominating slate as presented by Kendall Ivie.

Both approved positions and positions still to be filled are in the Nominating Committee attachment. As a result of Lisa Bennett's resignation from the Nominating Committee a Naming Committee needed to be chosen. The clerk asked for nominations from the Quaker body.

Minute 141-10-02: Patti Hughes (Asheville FM), Bob McGahey (Celo FM), and Trae Watson (Birmingham FM) were approved for the Naming Committee to select a Nominating Committee member.

Kendall asked if Nominating Committee could appoint Friends to serve as interims for the unfilled representative positions to the Wider Quaker Organizations. That way the organizations would have SAYMA representation without having to wait for the spring representative meeting. William Penn House does not currently have a representative and Quaker Peace Teams only has one.

Minute 141-10-03: Friends approved Nominating Committee to appoint interim representatives to the Wider Quaker Organizations in positions that remain unfilled without waiting for approval at the Spring Representative Meeting.

Friends discussed the SAYF Support Committee, and the fact that there are still a few open positions on it. They were concerned that the committee could not start its work. Different Friends commented that the committee could start operating without a full slate, since other committees are not always full either. There was also a reminder that the composition of the SAYF Support Committee calls for someone to serve from the SAYF Steering Committee, a slot that has not been filled. One Friend wondered whether a SAYFer might serve on the committee. There was discussion about how appropriate that would be if they had to sit in judgment of a peer.

SAYMA Clerk Barbara Esther asked Friends about changing the name of JYM Oversight Committee to JYM Support Committee, similar to the language of the SAYF Support Committee. This avoids the words “oversight” that could be a painful reminder of the use of oversight in reference to slaves and their overseers.

Minute 141-10-04: Friends approved changing the name of the JYM Oversight Committee to JYM Support Committee.

Annie Black (Cookeville FM) from the Nominating Committee asked for an informal poll of who reads the Southern Appalachian Friend. The committee is considering whether the magazine should be laid down as they have been unable to find an editor. Annie also asked Friends whether the SAYMA Earthcare Witness Committee could be combined with the Peace and Social Concerns Committee because of difficulty filling vacancies limited interest in both committees. SAYMA clerk stated that this was too large an issue to decide at a representative meeting. She asked that members of the two committees think carefully through their own mission and goals and consider whether it would be reasonable for them to join.

The SAYMA clerk informed Friends that FCNL would like for SAYMA to send two more representatives from states that are not currently represented. FCNL has agreed to fund the additional representatives. SAYMA has three representatives at present from Alabama, Tennessee, and Kentucky. States within SAYMA that do not have representatives to FCNL are Mississippi, Georgia, South Carolina, West Virginia, and North Carolina. The earlier minute (141-10-03) allowing Nominating Committee to select interim representatives to Wider Quaker Organizations will be extended to the selection of two representatives from those states not yet represented to FCNL.

141-11 Outreach Committee - Wood Bouldin (Greenbriar Worship Group) [Attachment H: Outreach]

Wood Bouldin read the Outreach Committee report.

141-12 Report from the Yearly Meeting Planning Committee - Carol Nickle (West Knoxville FM) [Attachment I: Yearly Meeting Planning Committee]

Carol Nickle reported that the theme selected for yearly meeting in 2019 will be *Seek the Light-Act Boldly*. She also reported that the Yearly Meeting Planning Committee sent a minute of

thanks to Liz Dykes for her wonderful collaboration with the work of their committee over many years.

Carol asked monthly meeting representatives to gather information from their meetings as to what types or groups for worship they would like to have at yearly meeting; and when Friends would like to have worship times provided.

141-13 Announcements

- FWCC seeking more YAFs for their meeting March 21-24, 2019.
- The Spring Representative Meeting is scheduled for March 16, 2019 in Asheville, N.C.
- The Yearly Meeting Planning Committee will meet on January 12, 2019, in Chattanooga, TN.

141-14 Minute of thanks to Berea Friends Meeting

Minute 141-14-01: SAYMA Friends wish to express appreciation to the Berea Friends Meeting for their wonderful hosting of representative meeting, including their taco bar, delicious salads and beautiful meetinghouse. We are grateful for the loving and generous support of our Berea Friends.

141-15 Closing Worship

Friends ended our time together with a deep and thankful period of silent worship to meet again in March 2019 as way opens.

Barbara Esther, clerk
(archive copies signed)

Beth Myers, recording clerk
(archive copies signed)

Attachments:

- A: Attendance (print copies only)
- B: Guidelines for the Recording Clerk
- C: Administrative Assistant's Report
- D: Quaker House Report
- E: Treasurer's Report
- F: Finance Committee Report
- G: Nominating Report
- H: Outreach Report
- I: Yearly Meeting Planning Committee Report

Attachment A
SAYMA Fall Representative Meeting – September 15, 2018
Berea KY

List of attendees in archived print copy only

Attachment B:

Guidelines for SAYMA Recording Clerk

The hope is that our minutes reflect the proceedings and discernment of issues discussed at our meetings for worship for the conduct of business, and are

- reflected accurately,
- with reports attached for reference, and
- that action minutes which reflect the sense of the meeting are easily accessed for implementation or review with discussion and discernment process noted.

The task of recording minutes is one that requires focus and support of both the presiding clerk and the recording clerk with each person present also using good clerking practices to produce the best reflection of what occurred at that meeting and how Spirit has led us during the conduct of our business. The following guidelines are designed to assist the recording clerk in doing his/her job well and allowing for that person to listen with care.

- I. Preparation for Recording: The recording clerk will receive reports and an agenda in advance so that they can be incorporated into the minutes before the meeting date. The most helpful way for this to happen is for reports to be sent electronically in a common font and size. Times New Roman is a font usually available to all and 12 is a common size for use. In addition to allowing the clerks to listen carefully during discussion and discernment, these practices will make it easier to complete the minutes for publication on the website in a timely fashion.
- II. A template may be helpful so that reports can easily be inserted before the meeting. Reports will be titled, name of the person bringing the report attached with his or her monthly meeting noted. *Example: Nominating Committee Report - Jane Doe, Atlanta Friends Meeting [See Attachment X]*
- III. All standing committee reports will be grouped as one attachment group, all Wider Quaker Organization (WQO) reports will be grouped as one attachment. When there are several parts to a report, such as Finance Committee reports, they will also be grouped as one attachment.
- IV. When the clerk calls for approval, the Minute being approved will have been read in the face of the meeting before Friends express that approval. The recorded minute, once approved, will not be altered by the recording clerk, and will be **printed in bold** with the number of the representative meeting or yearly meeting, the number of the report and the number of the specific minute within that report. *Example: 48-12-01 would be the 48th yearly meeting, twelfth item in the meeting agenda, first action minute for that report.*
- V. When the clerk asks for acceptance of a report, Friends will say “approved” when they agree to accept the report. The recording clerk will record that Friends accepted the report

presented. This applies to the acceptance of a proposed agenda, as well. Friends can suggest changes, but it is not a minute of the same weight as in IV since it is not a matter for discernment or discussion resulting in a carefully crafted action minute. Each item of an agenda is noted and numbered, whether or not it includes an action item. *Example: 48-11 Agenda Review -Friends accepted the agenda as presented.*

- VI. Names in the minutes: When a Friend is presenting a report, his or her name will be attached, including the monthly meeting or worship group to which s/he belongs. When a visitor is welcomed, a name will be attached. When someone stands aside or in the way of a proposed minuted action, that person's name will be recorded as having done so. However, if a comment is made contributing to the discernment of a minuted action, names are omitted so that the flow of creating a Spirit-led minute is not influenced by the person speaking so much as the development of the sense of the meeting. *Examples: Peace and Social Concerns Committee - John Doe, Birmingham Friends Meeting; John Doe asked to be recorded as standing in the way of the minute; A Friend said she was not sure that the minute was sufficiently seasoned in committee.*
- VII. Timeline for posting the minutes on the SAYMA website: 1) The recording clerk will edit and prepare the minutes within two weeks of the representative meeting or yearly meeting. 2) S/he will then send them to the clerk for review. 3) The clerk and recording clerk will discuss any need for changes, or other editing within two weeks. This can be done through email or phone communication. 4) Once the recording clerk has made necessary changes s/he will send them to the SAYMA administrative assistant to be prepared for posting. Further editing may need to be done by the AA in consultation, however, minuted action will not be altered. 5) The AA will send the minutes to the web manager for posting within another two weeks (a total of no more than six weeks is the ideal).
- VIII. Two resources that have been helpful for clerks are *Unforeseen Joy* by Damon D. Hickey and *Beyond Majority Rule* by Michael J. Sheeran. It is also informative to review minutes from past meetings on the SAYMA website.

Attachment C: Administrative Assistant Report

SAYMA World Headquarters has successfully been transferred to a small office in the rear of my home on the fringes of a historic district in Huntsville, Alabama, with a great view of two tube bird feeders from my desk. Standing, I can see my entire back yard; there is a lot of work to be done there too.

Liz Dykes and I worked together during Yearly Meeting and over the summer on the transition of the Administrative Assistant duties. She gave me a comprehensive list of tasks and sound advice about a number of intangible aspects of the responsibilities of the position.

The mail has been successfully forwarded from Georgia, and the word is spreading about the SAYMA's new address. In addition to the usual duties of the position, I am working with the SAYMA Clerk, Finance Committee, and Yearly Meeting Planning Committee on best practices, and updates to administrative procedures. With so many Friends coming into new positions of responsibility this fall, it is a good time to look at the "whys and what-ifs" of our efforts.

The SAYMA Directory 2018-2019 has been updated. A PDF will be emailed initially to the Friends listed in the Positions of Responsibility (POR), and is also available in limited quantities as a CD, or hard copy. The POR has also been updated and will be emailed as a PDF to everyone listed in the document.

Some tasks have taken longer to complete than I'd like, but each day I learn something new, and repeat actions are becoming familiar. I have not established "regular office hours yet," and check email regularly throughout each day and evening. Email is the best way to reach me quickly, and Friends can also call the SAYMA number and leave a message.

I appreciate the good wishes, encouragement and patience from Friends these past months, and look forward to our time together going forward.

Submitted by Susan Phelan

9/15/2018

Attachment D:

Quaker House Report for Fall Representative Meeting – September 15, 2018

Please note the following 3 items regarding the 50th Anniversary of Quaker House, next year.

1) Quaker House 50th Anniversary Videos. Quaker house is having two videos produced for their 50th Anniversary. One will focus on the history of Quaker House, including the first director of Quaker House, our Wood Bouldin. The other will describe the range of services Quaker House provides in the areas of CO counseling pre- and post-enrollment, their work with Moral Injury and its effects on soldiers and their families, the Crisis Hotline with handles over 2,500 calls a year, and other work with community organizations. All this work is Quakerism in action. The professional services are being donated. Productions expenses will come to a certain cost of \$3,500. Quaker House is asking Meetings, Yearly Meetings, and individuals to donate. Donations can be sent to Quaker House, earmarked toward the Video Fund: quakerhouse.org

2) On September 21, next year, an anniversary celebration will take place in Fayetteville, NC, the home of Quakerhouse. This celebration will feature the past directors of Quaker House and their reminiscences. To better plan for the event, Quaker House would like those interested to notify Quaker House of their intention to attend. If Meetings could query their members and send best estimates to Lynn Newsom, who is organizing the Anniversary Celebration, that would be appreciated. Lynn Newsom <lynewsom@gmail.com>

3) I have put Kindra Bradley, Executive Director of Quaker House, in touch with Carol Nickle, at Kindra's request. Kindra wanted to convey her thoughts on Quaker House as an example of Quakerism in Action, in case that might be useful to the Yearly Meeting Planning Committee in working with a theme for next year's Annual Meeting.

Hank Fay

Attachment E:

Treasurer's Report for Fall Representatives Meeting 2018

I've attached three files showing activity for the fiscal year through August 31:

- Our balance sheet
- A condensed income statement that omits the lowest level of some line items
- An abbreviated budget/actual report, with data on assessment compliance

Assets after 11 months of the FY stand at about \$73,500. Our remaining undesignated (surplus) funds are \$17,800.

Income after 11 months stood at about \$91,900, 6% below expectations for the FY to date. Contributions came up about 40% short.

From the patterns of timing and amounts of remittances, I expect to bank at least \$1700 in September, and possibly another \$2000 to \$3400 more – some Meetings are quite erratic with their checks.

Operating expenses on the FY are presently 19% below budgeted values. SAYF's \$2000 allocation and all of the WQO contributions (\$4200) have been paid. Only another month of salaries and some travel will be paid out in September, about \$3000, so I expect Operations to finish the FY about 15% below budget.

Yearly Meeting comes in with a \$767 surplus this year, using the original accounting set-up for YM. YMPC's bid to attract new attenders brought in 42 adults and young adults, 9 SAYFers, and 16 children (with 132 returning attenders). However, total adult attendance (174) was below that of 2016 (185) and 2017 (213) according to reports I've received.

Turning to the YM income statement as presented, the major flaw (besides the overly broad categories) is in its depiction of scholarships and contributions. The \$712 in scholarships cited in the report is actually the surplus for the year. Scholarship donations totaled \$2055, and we awarded attenders \$1343 of that.

Reconciling the YM accounting records with the cash receipts is always a challenge. The new database helped significantly this year, but there was still a discrepancy of \$54.51 (calculated income less actual cash received and adjustments). This is the closest reconciliation I've witnessed yet.

The bottom line for the FY is obscured by the late addition of URJ's \$16K to expenditures. Just counting the original budget, and adding the estimates for September collections and expenses, we should at least break even on the year, and may have a surplus of \$1500 to as much as \$2900.

– Roger Wise, Treasurer

SAYMA Balance Sheet 08/31/2018

| | | |
|--|-----------------|-----------------|
| Assets | | |
| Checking - BankAm | | \$16,765 |
| Checking - Suntrust | | \$5,485 |
| Checking – PNC Bank | | \$18,755 |
| Money Mkt Acct | | \$32,535 |
| Total Assets | | <u>\$73,540</u> |
| | | |
| Liabilities | | \$0 |
| | | |
| Equity | | |
| Earmarked Donations | | |
| Contrib - URJ | \$2,271 | |
| Total Funds Designated by Donors | <u>\$2,271</u> | |
| Funds Designated by SAYMA | | |
| Reserves ¹ | \$17,949 | |
| Set-aside Funds | | |
| Fund - FWCC 3rd World Deleg | \$1,600 | |
| Fund - Released Friend | \$10,165 | |
| Fund - Spiritual Development | \$3,730 | |
| Fund - Uplifting Racial Justice | \$16,000 | |
| Fund - YAF Scholarship | \$1,365 | |
| Fund - Youth Enrichment | \$2,696.00 | |
| Total Set-aside Funds ² | <u>\$35,556</u> | |
| Total Funds Designated by SAYMA | | \$55,776 |
| Remaining Undesignated Equity ² | | <u>\$17,764</u> |
| Total Equity ³ | | \$73,540 |
| | | |
| Total Liabilities & Equity | | \$73,540 |

¹ Reserves are set at 40% of FY Operating Expenses. This excludes Yearly Meeting, Set-asides, and WQO donations. Tapping this account would indicate a distressed financial condition.

² "Remaining Undesignated Equity" is equivalent to "surplus cash."

³ Or "Net Worth"

SAYMA Income Statement (Condensed) For Period 10/01/2017 to 08/31/2018

Income

| | | |
|------------------------------|-------------|-------------|
| Assessments | | |
| Total Assessments | | \$45,293.77 |
| Contributions - General | | \$1,040.00 |
| Interest - Money Mkt | | \$412.62 |
| Yearly Meeting Income | | |
| YM Adjustments to Income | \$343.50 | |
| YM Bookstore Inc | \$1,493.14 | |
| YM Receipts | \$42,651.49 | |
| YM Scholarship Contributions | \$712.40 | |
| Total Yearly Meeting Income | | \$45,200.53 |
| Total Income | | \$91,946.92 |

Expenses

| | | |
|---|-------------|--------------|
| Banking Fees | | \$53.46 |
| SAYMA Operations | | |
| Liability Insurance Exp | \$1,592.77 | |
| Office Admin | \$5,024.46 | |
| Personnel | \$28,393.33 | |
| SAYF Operational Transfers | \$2,000.00 | |
| SAYMA Committees | \$1,023.12 | |
| Travel Reimbursements | \$2,618.70 | |
| Total SAYMA Operations | | \$40,652.38 |
| Set-aside Fund Annual Allotments | | |
| Spiritual Development Annl Allotment | \$1,500.00 | |
| Uplifting Racial Justice Annl Allotment | \$16,000.00 | |
| Total Set-aside Fund Annual Allotments | | \$17,500.00 |
| Yearly Meeting Expenses | | |
| Facilities & Services Exp | \$35,684.59 | |
| Junior Yearly Meeting Exp | \$5,715.14 | |
| YM Bookstore Exp | \$1,767.45 | |
| YM Print Post Phone & Misc | \$1,430.26 | |
| Total Yearly Meeting Expenses | | \$44,597.44 |
| YM WQO Annual Contribns | | |
| WQO - AFSC | \$300.00 | |
| WQO - BQEF | \$300.00 | |
| WQO - FCNL | \$300.00 | |
| WQO - FGC | \$300.00 | |
| WQO - Friends for LGBTQ Concerns | \$300.00 | |
| WQO - Friends Journal | \$300.00 | |
| WQO - Friends Peace Teams | \$300.00 | |
| WQO - FWCC - Direct Contrbn | \$300.00 | |
| WQO - Quaker Earthcare Witness | \$300.00 | |
| WQO - Quaker House | \$450.00 | |
| WQO - Quaker Volunteer Service | \$450.00 | |
| WQO - Right Sharing of World Resources | \$300.00 | |
| WQO - Wm Penn House | \$300.00 | |
| Total YM WQO Annual Contribns | | \$4,200.00 |
| Total Expenses | | \$107,003.28 |
| Net loss for Period | | \$15,056.36 |

Budget vs. Actual Rpt: Budget FY 18 - Qtrs

| | Qtr 1 | | Qtr 2 | | Qtr 3 | | Qtr 4 | | 67% | Total | | 92% |
|--|----------|----------|----------|----------|----------|----------|----------|----------|-------|-----------|-----------|------|
| | Bgt | Act | Bgt | Act | Bgt | Act | Bgt | Act | | Bgt | Act | |
| Income | \$16,726 | \$13,775 | \$9,755 | \$11,893 | \$70,649 | \$57,807 | \$10,098 | \$8,472 | 84% | \$107,228 | \$91,947 | 86% |
| Assessments | \$15,500 | \$13,133 | \$9,390 | \$11,785 | \$16,470 | \$11,951 | \$9,390 | \$8,425 | 90% | \$50,750 | \$45,294 | 89% |
| Contributions - General | \$145 | \$540 | \$328 | \$0 | \$632 | \$500 | \$595 | \$0 | 0% | \$1,700 | \$1,040 | 61% |
| Interest - Money Mkt | \$100 | \$102 | \$100 | \$108 | \$100 | \$117 | \$100 | \$86 | 86% | \$400 | \$413 | 103% |
| Publication Sales | \$44 | \$0 | \$0 | \$0 | \$0 | \$0 | \$36 | \$0 | 0% | \$80 | \$0 | 0% |
| Yearly Meeting Income | \$0 | \$0 | \$0 | \$0 | \$53,509 | \$45,240 | \$39 | -\$39 | -100% | \$53,548 | \$45,201 | 84% |
| YM Adjustments to Income | \$0 | \$0 | \$0 | \$0 | \$0 | \$344 | \$0 | \$0 | --- | \$0 | \$344 | --- |
| YM Bookstore Inc | \$0 | \$0 | \$0 | \$0 | \$1,621 | \$1,493 | \$0 | \$0 | --- | \$1,621 | \$1,493 | 92% |
| YM Receipts | \$0 | \$0 | \$0 | \$0 | \$49,338 | \$43,034 | \$39 | -\$382 | -979% | \$49,377 | \$42,652 | 86% |
| YM Scholarship Contributions | \$0 | \$0 | \$0 | \$0 | \$2,550 | \$369 | \$343 | \$0 | --- | \$2,550 | \$712 | 28% |
| Expenses | \$28,839 | \$27,173 | \$12,426 | \$10,709 | \$25,742 | \$14,918 | \$61,374 | \$54,207 | 88% | \$128,381 | \$107,003 | 83% |
| Adjustments to Expenses | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$0 | \$0 | --- |
| SAYMA Operations | \$11,339 | \$9,510 | \$11,981 | \$10,709 | \$16,282 | \$11,599 | \$10,759 | \$8,835 | 82% | \$50,361 | \$40,653 | 81% |
| Liability Insurance Exp | \$0 | \$0 | \$1,673 | \$1,621 | -\$42 | -\$28 | \$0 | \$0 | --- | \$1,631 | \$1,593 | 98% |
| Office Admin | \$737 | \$1,102 | \$1,203 | \$1,359 | \$2,857 | \$1,758 | \$694 | \$805 | 116% | \$5,491 | \$5,024 | 91% |
| Office - Duplication | \$30 | \$114 | \$35 | \$227 | \$0 | \$0 | \$205 | \$18 | 9% | \$270 | \$359 | 133% |
| Office - Guilford Archiving | \$0 | \$0 | \$150 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$150 | \$0 | 0% |
| Office - Misc Exp | \$65 | \$0 | \$155 | \$166 | \$1,743 | \$123 | \$94 | \$28 | 30% | \$2,057 | \$317 | 15% |
| Office - Officer Exp | \$0 | \$0 | \$61 | \$0 | \$0 | \$0 | \$0 | \$514 | --- | \$61 | \$514 | 843% |
| Office - Phone ISP | \$120 | \$201 | \$120 | \$201 | \$188 | \$81 | \$137 | \$94 | 69% | \$565 | \$577 | 102% |
| Office - Postage | \$28 | \$48 | \$74 | \$38 | \$12 | \$34 | \$66 | \$20 | 30% | \$180 | \$140 | 78% |
| Office - Volunteer Bkgrd Chks | \$137 | \$0 | \$5 | \$112 | \$14 | \$175 | \$10 | \$0 | 0% | \$166 | \$287 | 173% |
| Travel - Office Staff | \$380 | \$739 | \$584 | \$616 | \$902 | \$1,345 | \$180 | \$131 | 73% | \$2,046 | \$2,831 | 138% |
| Personnel | \$8,326 | \$6,731 | \$8,382 | \$6,840 | \$8,341 | \$8,792 | \$8,342 | \$6,030 | 72% | \$33,391 | \$28,393 | 85% |
| Payroll Costs | \$125 | \$144 | \$126 | \$144 | \$125 | \$180 | \$126 | \$120 | 95% | \$502 | \$588 | 117% |
| Salaries Exp | \$6,150 | \$5,217 | \$6,149 | \$5,289 | \$6,149 | \$7,276 | \$6,149 | \$4,065 | 66% | \$24,597 | \$21,847 | 89% |
| Tax Payments | \$1,369 | \$1,370 | \$1,421 | \$1,408 | \$1,384 | \$1,336 | \$1,384 | \$1,844 | 133% | \$5,558 | \$5,958 | 107% |
| Publications Expenses | \$800 | \$0 | \$0 | \$0 | \$600 | \$0 | \$0 | \$0 | --- | \$1,400 | \$0 | 0% |
| SAYF Operational Transfers | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,000 | \$2,000 | 100% | \$2,000 | \$2,000 | 100% |
| SAYMA Committees | \$475 | \$202 | \$650 | \$510 | \$525 | \$311 | \$650 | \$0 | 0% | \$2,300 | \$1,023 | 44% |
| Cmte Exp - Contingency Pool | \$125 | \$0 | \$125 | \$0 | \$125 | \$142 | \$125 | \$0 | 0% | \$500 | \$142 | 28% |
| Cmte Exp - Faith & Practice Rvsn | \$100 | \$0 | \$100 | \$0 | \$100 | \$75 | \$100 | \$0 | 0% | \$400 | \$75 | 19% |
| Cmte Exp - Finance | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$0 | \$0 | --- |
| Cmte Exp - Ministry & Nurture | \$250 | \$202 | \$250 | \$454 | \$250 | \$95 | \$250 | \$0 | 0% | \$1,000 | \$751 | 75% |
| Cmte Exp - Nominating | \$0 | \$0 | \$0 | \$0 | \$50 | \$0 | \$0 | \$0 | --- | \$50 | \$0 | 0% |
| Cmte Exp - Outreach | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$0 | \$0 | --- |
| Cmte Exp - Peace & Social Concerns | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$0 | \$0 | --- |
| Cmte Exp - SAYMA Earthcare Action | \$0 | \$0 | \$175 | \$56 | \$0 | \$0 | \$175 | \$0 | 0% | \$350 | \$56 | 16% |
| Cmte Exp - Uplifting Racial Justice | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$0 | \$0 | --- |
| Cmte Exp - Yearly Meeting Planning | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$0 | \$0 | --- |
| Travel Reimbursements | \$1,000 | \$1,475 | \$75 | \$379 | \$2,000 | \$765 | \$1,075 | \$0 | 0% | \$4,150 | \$2,619 | 63% |
| Travel - Rep Meetings | \$0 | \$0 | \$75 | \$0 | \$0 | \$73 | \$75 | \$0 | 0% | \$150 | \$73 | 49% |
| Travel - WQO Delegates | \$1,000 | \$1,475 | \$379 | \$2,000 | \$692 | \$1,000 | \$0 | \$0 | 0% | \$4,000 | \$2,546 | 64% |
| Set-aside Fund Annual Allotments | \$17,500 | \$17,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | --- | \$17,500 | \$17,500 | 100% |
| Yearly Meeting Expenses | \$0 | \$164 | \$445 | \$0 | \$9,460 | \$3,266 | \$46,415 | \$41,173 | 89% | \$56,320 | \$44,603 | 79% |
| Facilities & Services Exp | \$0 | \$0 | \$294 | \$0 | \$2,755 | \$1,561 | \$44,879 | \$34,129 | 76% | \$47,928 | \$35,690 | 74% |
| YM Accommodations & Meals | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$44,654 | \$33,557 | 75% | \$44,654 | \$33,557 | 75% |
| YM Scholarships & Hospitality | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$572 | --- | \$0 | \$572 | --- |
| YM Services & Honoraria | \$0 | \$0 | \$294 | \$0 | \$2,339 | \$1,325 | \$225 | \$0 | 0% | \$2,858 | \$1,325 | 46% |
| YM Supplies | \$0 | \$0 | \$0 | \$0 | \$416 | \$236 | \$0 | \$0 | --- | \$416 | \$236 | 57% |
| Junior Yearly Meeting Exp | \$164 | \$0 | \$0 | \$0 | \$5,290 | \$352 | \$360 | \$5,200 | 1444% | \$5,650 | \$5,716 | 101% |
| JYM Asst Coordinator | \$0 | \$0 | \$0 | \$0 | \$1,600 | \$0 | \$0 | \$1,600 | --- | \$1,600 | \$1,600 | 100% |
| JYM Coordinator | \$0 | \$0 | \$0 | \$0 | \$3,600 | \$0 | \$0 | \$3,600 | --- | \$3,600 | \$3,600 | 100% |
| JYM Supplies, Sitters, Misc | \$164 | \$0 | \$0 | \$0 | \$450 | \$352 | \$0 | \$0 | --- | \$450 | \$516 | 115% |
| YM Bookstore Exp | \$0 | \$0 | \$0 | \$0 | \$124 | \$131 | \$1,102 | \$1,637 | 149% | \$1,226 | \$1,768 | 144% |
| YM Print Post Phone & Misc | \$0 | \$0 | \$152 | \$0 | \$1,292 | \$1,223 | \$76 | \$207 | 272% | \$1,520 | \$1,430 | 94% |
| YM WQO Annual Contribns | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$4,200 | \$4,200 | 100% | \$4,200 | \$4,200 | 100% |
| WQO - AFSC | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - BQEF | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - FCNL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - FGC | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - Friends for LGBTQ Concerns | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - Friends Journal | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - Friends Peace Teams | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - FWCC - Direct Contrbn | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - Quaker Earthcare Witness | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - Quaker House | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$450 | \$450 | 100% | \$450 | \$450 | 100% |
| WQO - Quaker Volunteer Service | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$450 | \$450 | 100% | \$450 | \$450 | 100% |
| WQO - Right Sharing of World Resources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |
| WQO - Wm Penn House | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 | 100% | \$300 | \$300 | 100% |

Attachment F:

Finance Committee Report Representative Meeting 141 15 September 2018

Since Yearly Meeting, the Finance Committee has met once by teleconference. This report presents completed committee work and work in progress. This report is informational, containing no items for action. Finance Committee welcomes Friends' questions and comments.

Completed work

1. FY 2019 Budget. Finance Committee considered the budget adopted at Yearly Meeting and one request for an additional allocation. SAYMA Earthcare Action Network (SEAN) requested a budget increase of \$200 to buy a license for Zoom software to allow video and audio teleconferences among its membership. Finance Committee does not recommend a budget increase at this time because it is not certain of the extent of SEAN's projected use of telecommunication software. It seems possible that freeware such as Skype or Google Hangouts, or use of Zoom in its free (limited) version would meet SEAN's needs. It is also possible that other committees of SAYMA would benefit if SAYMA had an institutional license for Zoom. Finance Committee will reconsider this request if it receives additional information supporting it.
2. Yearly Meeting 2018 financial results. The committee reviewed the preliminary income statement for Yearly Meeting. We are satisfied that the loss will be substantially smaller than originally projected (\$2,772) owing principally to increased attendance. That may be partially due to enhancements to Junior Yearly Meeting initiated in 2017. At this writing, all expenses have not been settled; the treasurer's report will include current data.

Work in progress

1. Review of SAYMA's books. As reported at yearly meeting, the Finance Committee intends to evaluate and adjust SAYMA's internal financial procedures before we engage an external review. In the past three years we have put in place financial policies for SAYMA as a whole, for SAYF, and for management of set-aside funds and earmarked donations. The major remaining component for internal review is yearly meeting finances. Prior to Representative Meeting representatives of the Finance Committee will meet with the Yearly Meeting Planning Committee to discuss financial procedures. This includes accounting for cash and refining the budget and financial reporting. We will report progress at next Representative Meeting.
2. Boone Monthly Meeting asset recovery. In June, Yearly Meeting laid down Boone monthly meeting on the request of the last remaining member. On behalf of SAYMA, the Assistant Treasurer has filed with the state of North Carolina to recover the

meeting's bank account, which the state seized due to inactivity. Once the funds are recovered, we will hold them separately from SAYMA funds until Yearly Meeting determines their disposition. One possibility is to establish a set-aside fund that would hold the money for a set period of time in case Friends re-establish a monthly meeting there.

3. Implementation of assessment changes. Finance Committee is communicating with monthly meetings to gauge the likely impact of the assessment changes agreed to at Yearly Meeting 2018. In the future, the assessment amount will be based on a much-simplified census, counting adult active members and adult active attenders (as newly defined). Also, the new system asks monthly meetings that use an alternate assessment basis to share information about what they are doing instead. We have asked monthly meetings to tell us about the likely impact of assessment changes on their finances and their intentions regarding the new assessment by October 31. We ask representatives at this meeting to encourage response from clerks and treasurers so that we can project revenues through the transition.
4. Wider Quaker Organization (WQO) contribution budgets. A minute adopted at Yearly Meeting 2018 directed the Finance Committee to appoint a Wider Quaker Organization Funding workgroup, including members of the Finance Committee and representatives of WQOs. The Working Group was charged with discerning funding allocations for the WQOs SAYMA supports. In addition, the minute directs that "umbrella organizations" in which SAYMA has membership be funded on a separate basis at a fixed annual rate determined by the Finance Committee. Finance Committee appointed members Geeta McGahey and Wood Bouldin and WQO representatives Charlie Wilton and Christina Repoley. The Working Group has already been in correspondence, and plans a meeting at this Representative Meeting.

The minute establishing the Working Group is silent on several critical issues. These are whether the Working Group is to have a clerk, and how the clerk might be selected, the "term" of the Working Group (is this a one year commitment, or are members asked to serve for some period of time), and whether the "umbrella organization" funding is to come from *the same* allocation as the WQO contributions (implying that the Finance Committee needs to decide on amounts before giving a budget total to the Working Group), or *another source of funds* (implying that at least for FY 2019 Finance Committee would need to propose a budget modification to spring Representative Meeting). Although these questions are not responsibilities that Yearly Meeting assigned to the Working Group, Finance Committee will ask the Working Group for advice before making a recommendation.

5. Basis for funding "umbrella organizations." Three committee members researched the three organizations SAYMA supports to get information to determine SAYMA's fare share contribution. These are:
 - Friends World Committee for Consultation(FWCC). Geeta contacted FWCC staff and learned that FWCC is in transition. There is a Finance and Development

Committee meeting before this Representative Meeting from which we hope to gain insight.

- Friends General Conference (FGC). LeeAnn investigated the budgets of other yearly meetings. FGC has \$2.7 million annual income, but receives only \$70,000 from yearly meetings (and \$73,000) from monthly meetings. The spread of per capita contributions from yearly meetings is large, ranging from about 25 cents (SAYMA) to \$3 (Illinois). Several yearly meetings contribute substantial sums. If SAYMA increased its contribution to \$1 per person and used FGC's count of persons in the yearly meeting, it would be contributing \$1,245.
- Guilford College Library. Guilford archives SAYMA documents, principally Yearly and Representative Meeting minutes. Charlie inquired the cost for providing these services from the library, and has not received a response to two requests.

At the next meeting, scheduled for January, Finance Committee hopes to have enough information to propose allocations, which we believe need to increase. This may negatively impact SAYMA's budgetary "bottom line."

6. Employer and tax records. We believe we have located most critical employer records SAYMA is required to keep for tax purposes. We will transfer them to the Administrative Assistant for personnel files by the end of the year.

Attachment G:

The following were recommended by the Nominating Committee or came from the floor and were approved 9/15/18:

STANDING COMMITTEES

| <u>Ministry</u> | <u>and</u> | <u>Nurture</u> | | | |
|------------------------|-----------------|------------------|----------------------|----------------|----|
| Ron | McDonald | Clerk | 2018-2020 | Memphis | TN |
| Adrian | Mehr | Asst Clerk | 2018-2020 | Memphis | TN |
| <u>Yearly</u> | <u>Meeting</u> | <u>Planning</u> | <u>Committee</u> | | |
| Karen | Wise | Co-registrar | 2018-2019 | Charleston | WV |
| Chris | Berg | Site Coordinator | 2018-2020 | Greenville | SC |
| Steve | Livingston | Site Coordinator | 2018-2020 | Asheville | NC |
| Aaron | Ruscetta | SAYF | 2018-2020 | Atlanta | GA |
| <u>Web</u> | <u>Support</u> | | | | |
| Sig | Christensen | member | 2018-2020 | West Knoxville | TN |
| SAYMA-URJ | | | | | |
| John | Adams | Interim Clerk | | Atlanta | GA |
| <u>SAYF</u> | <u>Support</u> | | | | |
| Chuck | Jones | clerk | | Chattanooga | TN |
| Robin | Wells | member | | Asheville | NC |
| Sig | Christensen | member | | West Knoxville | TN |
| <u>Peace</u> | <u>and</u> | <u>Social</u> | <u>Concerns</u> | | |
| Sarah | Walton | member | 2018-2020 | Atlanta | GA |
| <u>Earthcare</u> | <u>Action</u> | <u>Network</u> | | | |
| Trea | Watson | member | 2018-2020 | Atlanta | GA |
| <u>Representatives</u> | <u>to Wider</u> | <u>Quaker</u> | <u>Organizations</u> | | |
| Shahina | Lakhani | FWCC | 2018-2020 | Atlanta | GA |
| Robyn | Josephs | FGC | 2018-2020 | Swannanoa | NC |
| Bill | Reynolds | FCNL | 2018-2021 | Chattanooga | TN |

Colors: None: no change New Continuing Open Problem

Submitted by Kendall Ivie, Clerk Nominating Committee

Attachment G:

The following are positions that are still open as of 9/15/2018:

STANDING COMMITTEES

| | | | |
|------------------------|--------------------|---------------|----------------------|
| <u>Finance</u> | <u>Committee</u> | | |
| | | member | |
| <u>Personnel</u> | <u>Committee</u> | | |
| | | member | |
| <u>SAYF</u> | <u>Steering</u> | | |
| | | member | |
| <u>JYM</u> | <u>Oversight</u> | | |
| | | member | |
| | | member | |
| <u>Peace</u> | <u>and</u> | <u>Social</u> | <u>Concerns</u> |
| | | member | |
| | | member | |
| <u>Outreach</u> | | | |
| | | YAF member | |
| <u>Operational</u> | <u>Handbook</u> | | |
| | | Member | 2018-2020 |
| <u>Representatives</u> | <u>to Wider</u> | <u>Quaker</u> | <u>Organizations</u> |
| | | Friends Peace | |
| | | Teams | 2018-2021 |
| | | Wm Penn House | 2018-2020 |
| <u>Web</u> | <u>Support</u> | | |
| | | Clerk | 2016-2018 |
| SAYMA-URJ | | | |
| | | member | 2018-? |
| | | member | 2018-? |
| <u>SAYF</u> | <u>Support</u> | | |
| | | member | |
| | | member | |
| | | member | |
| <u>Nominating</u> | <u>Committee</u> | | |
| | | member | 2018-2020 |
| <u>Southern</u> | <u>Appalachian</u> | <u>Friend</u> | |
| | | editor | 2018-2020 |
| <u>SAYF</u> | <u>Support</u> | | |
| | | member | |
| | | member | |
| | | Member | |

Submitted by Kendall Ivie, Clerk Nominating Committee

Attachment H:

SAYMA Outreach Committee
Report to Representative Meeting
September 15, 2018

The Outreach Committee continues to meet bi-weekly via video conferencing. We have been focusing on three areas of concern.

Working with input from the Outreach workshops at YM 18 we are developing a framework for examining the experience of silent worship, that MMs might use in second hour activities and special outreach meetings, to introduce, explain, and deepen Meeting for Worship. This model involves 20 minutes of silent worship, 20 minutes of worship sharing aimed at enabling participants to share (not explain) their experience in the period of silent worship, and 20 minutes of discussion of what came out in worship sharing. West Knoxville has decided to try this plan for perhaps a year and gave it a trial run in a second hour in August. Berea has the project under consideration awaiting feedback from West Knoxville's experiment.

We continue to discuss the issues involved in how Friends can explain our religious stance to others, a task which becomes very problematic in responding straight forwardly to questions like "Are Quakers Christians?" Trying to avoid the solvent effect of a blanket universalism and balance need for roots in tradition and capacity for creative adaptation, the Committee is currently rather enamored of the word "open" and such phraseology as perhaps "Friends tend to stress inward experience rather than beliefs and to be open to most conceptualizations of spirit-led living."

We have received excellent advice about and examples of designs for meeting websites and "advertising" from graphic designers in a couple of meetings.

Wood Bouldin, Clerk
SAYMA Outreach Committee

Attachment I:

Yearly Meeting Planning Committee Report to SAYMA Representative Meeting September 15, 2018

On June 17, 2018, at the rise of Yearly Meeting, the YMPC met to de-brief and note suggestions for next year.

There were more late registrations this year, and we will emphasize that Friends register earlier of YM 2019. The suggestions noted will be added to after the YM 2018 Evaluations are received, and the YMPC will consider changes accordingly for YM 2019.

On September 15, we met during the Representatives Meeting in Berea.

The YMPC approved the following Minute of Thanks to Liz Dykes:

The SAYMA Yearly Meeting Planning Committee thanks Liz Dykes for her years of service as SAYMA Administrative Assistant. We are especially appreciative for her work with the YMPC. Her commitment to excellence in planning for Yearly Meeting and implementing those plans has guided us, supported us, and upheld us. She has gone far beyond her duties. We will miss Liz and wish her well in her adventure of retirement.

With Much Gratitude,
SAYMA Yearly Meeting Planning Committee, September 15, 2018.

Committee members introduced themselves and gave brief descriptions of each of their areas of responsibility. Each committee member will revise his/her description so that we will have an updated and complete YMPC Clerk's Handbook before YM 2019. Friends decided to change the title of one position from "Local Arrangements" to "Site Coordinator." Friends were asked to consider whether they are led to serve as clerk of YMPC, for this is Carol Nickle's last year serving in that position.

Budget and Finances: The Yearly Meeting 2018 Financial Statement prepared by Roger Wise, SAYMA Treasurer, shows a small net surplus for YM 2018.

Carol Nickle announced that she is working with the SAYMA Treasurer and members of the SAYMA Finance Committee in developing written policies concerning SAYMA finances related to Yearly Meeting.

Worship Sharing Queries: The YMPC has used different processes for selecting queries for the small worship sharing groups over the past several years. After consideration and discussion, we decided on a process for this year, which includes individual discernment, worship sharing and seasoning by the YMPC and SAYMA Ministry & Nurture Committee. The queries will be finalized at our March meeting.

We spent most of the day discerning possible themes and speakers/formats for the Thursday and Friday evening plenaries. We entered into deep, sometimes lively, seeking to be Spirit-led, discussion and settling into silence. The comments to the YM 2018 Evaluation on "What brought

you to Yearly Meeting” were read aloud. We were reminded that our Committee, which at this time does not include any people of color, has a responsibility as white people to put a racial justice lens on the theme for YM 2019. The theme for YM 2019 is **Seek the Light - Act Boldly**.

The Wider Quaker Organizations invited to YM 2019 will be Friends General Conference (invited every year), American Friends Service, Right Sharing of World Resources, and Quaker Voluntary Service on the rotating schedule.

YMPC is looking again at the composition of the late night worship groups. We will discuss this at our January meeting. Please send your suggestions on this to worship coordinator Laura Seeger, terranaut13@gmail.com.

carol nickle, YMPC clerk