

Minutes

SAYMA Representative Meeting #111 Spring 2005

Note to meetings & worship groups -- two copies of SAYMA minutes go to each Clerks/contacts receive one for their use;
please tell local f/Friends when the minutes arrive.
SAYMA Reps receive one for their use and the use of local f/Friends;
please help this copy circulate among interested individuals.
(If no Rep, this copy is sent to the clerk/contact.)

Thank you!

Note to SAYMA appointees -- a copy of SAYMA minutes go to each committee clerk and WQO rep, in addition to officers and other miscellaneous positions of responsibility.

Minutes on the web -- available to anyone at

www.sayma.org

click on "Online Documents"

"Representatives" to "Representative Meeting"

***Representative Meeting** acts in SAYMA's name between sessions.
Any f/Friend may participate; those gathered represent the yearly meeting.*

***Representatives** are important channels of communication
between local f/Friends & SAYMA.*

Some useful information...

current per-capita **SAYMA assessment**
\$55

send checks to --
David Ciscel, Treasurer
1950 Nelson
Memphis TN 38104-5418
Treasurer@sayma.org

general information **Mary Calhoun** AdminAsst@sayma.org
SAYMA office -- 276-628-5852
POB 2191, Abingdon VA 24212-2191

SAYMA's **website** www.sayma.org
has current YM appointee list, minutes,
registration info, link to SAYF teen program,
calendar, pages for meetings & worship groups
to update info on a meeting or worship
group page e-mail to
WebMaster@sayma.org

to subscribe to SAYMA's **list-server**, visit
<http://kitenet.net/cgi-bin/mailman/listinfo/sayma>

Southern Appalachian Friend newsletter -- to change the number of copies received by a
meeting or worship group, or to change to an e-mail subscription, contact
SAEditor@sayma.org

to contact the SAYMA clerk -- Clerk@sayma.org

to contact the Nominating Committee clerk -- Nominating@sayma.org

111 - 6 Treasurer's Report

David Ciscel presented the treasurer's report. It is attached as **Appendix B**.

This is our first year in which our fiscal year started on October 1 (2004). Some meetings are slow in paying assessments and our income from assessments is low so far this year. Meetings are asked to bring their assessment payments up to date if possible. Some costs such as SAYF, office and web site expenses have been higher so that we now have a deficit of about \$11,000 since last July. Expenses are generally higher since this year includes a three-month transition budget. The yearly meeting now has liability insurance. Due to the expense, there are some holes in our coverage such as liability for SAYF drivers and for sexual improprieties. The process of becoming insured was slowed by the fact that our office is in a state where we have no meetings. The treasurer's report now shows some additional information including some committee expenses and greater breakdown for office expenses. Our finances are not in dire state but we need to be prudent.

David asked that when Friends request a reimbursement from the yearly meeting (other than SAYF), that they total the amount of the requested reimbursement and include their name and address inside the envelope.

111 - 7 Yearly Meeting Agenda

If Friends have a report to present please submit electronically if possible, or have a written copy available. (Electronic submission of reports is best done by attachment rather than in the body of the e-mail.) For help with his process, please contact Mary Calhoun AdminAsst@sayma.org at the SAYMA office

State of the Meeting Reports should also be submitted electronically to the clerk, recording clerk and the office. If they are submitted electronically, no paper copies are needed. If an electronic copy has not been submitted, then paper copies should be sent in advance to the clerk and recording clerk and three copies should be sent to the YM office. If nothing is done in advance, 5 paper copies should be brought to Yearly Meeting. Items for the yearly meeting agenda, need to be brought to the clerk as soon as possible, preferably by the April Representative Meeting. Agenda items simply brought to YM will probably not be put on the agenda.

There will be a threshing session during yearly meeting on the possibility of the SAYMA name change.

111 - 8 Ongoing Concerns

Distribution of Yearly Meeting Minutes There is a concern that yearly meeting minutes should be distributed more broadly, especially to those who attend yearly meeting and to those outside the yearly meeting. The goal is to make people feel more involved and provide more outreach to the broader Quaker community. Our current practice is that each monthly meeting is sent two complete copies. Our current mailing for the YM minutes is 90 copies including monthly meetings and those who hold positions of responsibility within the YM. The cost is about \$8.00 per copy for a paper copy of all the YM minutes including the state of the meeting reports. Yearly Meeting minutes are also available on the website except that the list of attenders is not posted on the website. Generally, only copies of state of the meeting reports that have been submitted electronically are available on the website.

Minute -- Yearly Meeting attenders will be given an opportunity to request a paper copy of the YM minutes and attachments. The sign up sheet will make Friends aware of the cost. Kristi Estes will arrange the sign-up. She will also ask monthly meeting clerks about whether they feel monthly meetings need two paper copies. We will also ask that the evaluation form have a question about people's interest in receiving copy of the minutes.

111 - 9 Committee Time

The meeting then broke for committee meetings and lunch.

111 - 10 Reading

The Epistle of the Children's Yearly Meeting Intermountain Yearly Meeting, 2003

Dear Friends everywhere,

We the kids of IMYM Children's Yearly Meeting, met at Ghost Ranch from Sixth Month 8 to Sixth Month 15. We played lots of games, like Nuke'em Giants, Wizard and Elves, Sandman, and Capture the Flag.

We swam. We went hiking to Kitchen Mesa and Chimney Rock. We did worship sharing about colors and animals and happiness and peace. We built peaceful places. To us peace means: no litter, natural water, living things, a place to live, welcoming, places to play, and a home for endangered things. Peaceful places have sharing. Peace is a heart with blood going in and out and walls to make a house for the heart. If you have peace, how do you keep it?

111 - 11 Ministry and Nurture

Turtle MacDermott reported for the committee.

The following letter concerns the Cleveland Worship Group

To: Kristi Estes, Clerk, SAYMA
Representative Meeting, SAYMA
Carol Spraker, Ad Hoc Clerk, Cleveland Worship Group
Date: April 1, 2005

Dear Friends,

The purpose of this letter is to acknowledge that after a period of long discernment Cleveland Worship Group has dissolved its association with SAYMA. I also want to acknowledge that Cleveland and Chattanooga were unable to establish/maintain a mutually supportive relationship, and the Cleveland group lost both interest in pursuing a Quaker connection in a wider context and clarity that Quakerism was the direction they wanted to pursue. We understand that Cleveland's Quaker interlude was an experiment, and that the group existed before its association with Chattanooga Monthly Meeting and has continued since, now affiliated with a local Protestant church. I hope that all parties have learned from the experience, and wish Cleveland well in their continuing spiritual journey as a religious group.

Robert McGahey, Clerk
SAYMA Ministry and Nurture Committee

Minute -- Friends accept the report regarding Cleveland Worship Group. The information will be announced at yearly meeting and the letter may be read after contact with the Cleveland group.

Regarding worship sharing groups at yearly meeting For the past few years someone from Ministry and Nurture has coordinated the worship sharing groups. Ministry and Nurture no longer feels called to do this task and asks that the yearly meeting planning committee take back this task. Ministry and Nurture however will continue to work with the planning committee to formulate the queries used in the worship sharing groups. Kim Carlyle, who is already part of the planning committee, has agreed to coordinate the worship sharing groups this year.

Minute -- Friends accept this report and will consult with the planning committee regarding this proposed change.

111 - 12 Rural Southern Voice for Peace

Marmon Thompson presented a request from the Celso Friends Meeting asking that yearly meeting funding for RSVP be reinstated:

From Celso Friends Meeting -- Letter, Background, and Minute Regarding Rural Southern Voice for Peace (RSVP)

Dear Friends,

This minute follows our realization that this was an unusual situation, having a meeting as a whole provide oversight for an organization, and we feel caught in the middle. However, we have two members on their board, and have always had board representation. We feel that RSVP understands the necessity of regular communication with both us and SAYMA, but don't want to be the official conduit, thus this minute.

Bob McGahey

Background:

RSVP began in 1981 with the support of Celso Meeting. During the late nineties, the organization suffered a decline, including the cessation of publication of its journal, 'Voices'. In 2000 the organization was reconfigured with a new board and a smaller staff. Since that time, the Listening Projects have again become vital and in demand, as the attached letter indicates. RSVP has recently received a grant to expand its training of trainers, and to update and vitalize its web page.

Celso Meeting has never wavered in its support of RSVP. However, we recognize, and have suffered from, a communication gap, which opened after the newsletter was laid down. This includes a lack of clarity and timeliness in an annual financial report. Recently, however, there have been a series of meetings between Herb Walters and several individuals in the meeting, including the clerk, as well as a well-attended informational meeting followed by a question-and-answer session. We are happy to learn that RSVP's recent grant request has been funded, not only because it advances the process of making the Listening Project available to more communities both through increased training and a gathering of existing trainers, but because it will lay the foundation for better communication through the web site, something that seems appropriate for a "lean" organization such as RSVP, which cannot afford extensive mailings.

Minute:

After Celso Meeting's recent update of the continuing vitality of Listening Projects and an assurance of a clear and timely annual financial report, we recommend that SAYMA reinstate RSVP in its annual donations in recognition of its continuing work to foster peace and economic justice through conflict resolution training and implementing compassionate, deep listening across societal barriers. We suggest that the funding for this year be \$200.

Celso Friends find that being the "oversight" for RSVP is an inappropriate model. We feel that it is very important for SAYMA to have a direct relationship with RSVP. Therefore Celso Monthly Meeting will no longer fulfill this responsibility. We encourage SAYMA to appoint a contact person to facilitate communication and to provide an annual report to SAYMA Friends. In addition members of our meeting remain active on the RSVP board.

***Minute** -- Friends consider the \$200 a reasonable contribution to RSVP but the decision will be deferred to yearly meeting so that Herb Walters can talk to Friends there and so we can clarify the request for a contact between the YM and RSVP.*

111 - 13 Announcement

Last year Bob McGahey traveled to the Parliament of World Religions and we sent a traveling minute with him. Kristi read the response to his traveling minute from Dirk Fica, the executive director of the Council for Parliament of World Religions.

111 - 14 Ad hoc Committee on Outreach and Advancement

Sharon Annis reported for the committee; the report is attached as **Appendix C**.

***Minute** -- Regarding the questions of the relationships between the yearly meeting and worship groups, Friends ask that the committee seek input from newer monthly meetings, worship groups and Ministry and Nurture in formulating a recommendation. The committee's recommendation will then be brought to yearly meeting. Any final changes will then be forwarded to the Faith and Practice committee for inclusion in the yearly meeting's Guide to Faith and Practice.*

111 - 15 Ad Hoc Committee on Religious Education

Sharon Annis reported for the committee:

Junior Yearly Meeting

Mission Statement and Job Descriptions

First Proposed, December 2004

Revised, March 2005

JYM Mission to provide a safe and enjoyable Quaker educational program for young children attending SAYMA's Yearly Meeting.

Junior Yearly Meeting Coordinator

Job Description

The JYM Coordinator's job, which covers the Junior Yearly Meeting program for children 0-12 years old that runs concurrent to SAYMA's Yearly Meeting, consists of:

- Planning and organizing the JYM Program
- Serving on SAYMA's Yearly Meeting Planning Committee
- Hiring and supervising morning, afternoon, and evening assistants
- Coordinating adult volunteers
- Working with the JYM Committee and Program Planning Committee to publicize and promote the JYM Program
- Contacting and welcoming children as they are registered
- Overseeing the safety and welfare of the children
- Expressing appropriate gratitude to all helpers of the program after SAYMA gathering
- Participate in the follow-up evaluation of the program
- Helping to find and train a successor after a two-year commitment
- Developing a budget with the JYM Committee

Qualifications and characteristics of the JYM Coordinator:

- Respect for children
- Nurturing nature
- Substantial experience with children
- Experience with Quakers and Quaker process
- Ability to organize and lead adults
- Self-motivated
- Ability to create and administer a sound program
- Community building skills

JYM Program Committee

Make-Up and Job Description

The JYM Program Committee's purpose is to hire the JYM Coordinator, supervise his or her work, and support the children's program through volunteerism and other connections. The JYM Program Committee will be made up of three adults and the JYM Coordinator appointed by SAYMA. The JYM Program Committee's job:

- Meet once or twice a year.
- Hire the JYM Coordinator by the end of the SAYMA gathering for the following year. It should be a two year contract.
- Support the JYM Coordinator as it can.
- Provide oversight for problems as they might arise.
- Help to recruit adult volunteers for JYM.
- Encourage children to attend SAYMA JYM.
- Create with the Coordinator a JYM budget to be approved by SAYMA.
- Develop policies and procedures for the JYM program and its volunteers.
- Serve as a liaison with SAYMA's clerk.
- Help to promote and publicize JYM throughout SAYMA, especially to parents.
- Develop "Policies for Right Behavior" for adult volunteers.

JYM Working Group: **Beth Myers**, bethmyers@ekccc.org, (859)986-9262
Sharon Annis, sharonannis@comcast.net, 865-483-8783
Ron McDonald, rmcdona2@midsouth.rr.com, 901-272-9850
Robin Wells, david-robinwells@att.net, 828-277-3477;
Jane Goldthwait, jbgoldthwait@yahoo.com, 828-675-5620

JYM Budget 2005

Coordinator's Salary: \$1800 plus registration to SAYMA
Assistant Coordinator's Salary: \$1000 plus registration to SAYMA
Materials: \$500
Part-time Assistants: \$200

JYM Budget Proposal for 2006

Coordinator's Salary: \$2000 plus registration, room, and board at SAYMA
Assistant Coordinator's Salary: \$1000 plus registration, room, and board at SAYMA
Part-time assistants: for working a minimum of 12 hours over the weekend, they will be offered room, board, and registration at SAYMA (approximately \$150)
Materials: \$500

Friends raised the question of fairness of paying salary and registration costs for those working with Junior Yearly Meeting and not doing it for others who spend a significant amount of time before and during yearly meeting volunteering for the yearly meeting in other capacities. Registrars are particularly noted to spend weeks of time working for the yearly meeting.

Minute -- *Friends accept the report. Friends approve the establishment of the JYM Program Committee and understand that the details of the job description of the committee may change. The JYM Program Committee will begin its work after this year's yearly meeting sessions. Friends ask that the Yearly Meeting Planning Committee consider the question of waiving yearly meeting costs for registrars, and that the Ad hoc committee on Religious Education reconsider their proposed budget for 2006 with the concerned raised.*

111 - 16 Personnel Committee

Kristi Estes reported for the committee:

The committee recommends a cost of living adjustment of 2.7% for each employee to become effective with the next fiscal year.

111 - 17 Ad Hoc Committee on e-Communications

Bill Reynolds reported for the committee.

The committee is working on its charges and has subcommittees working in the areas of e-communications, the web site and the list serve. The committee plans to send proposals to monthly meetings and bring recommendations to YM probably in 2006.

111 - 18 Faith and Practice Committee

Barbara Esther has a copy of the current draft for each monthly meeting. She asked SAYMA representatives to facilitate the distribution of the draft to people who will be attending yearly meeting in the hope that people will be prepared to consider the recommendations. Any substantive concerns should be brought to yearly meeting. If monthly meetings make additional paper copies, please bring them to yearly meeting. The material is also posted on the SAYMA web site.

111 - 19 Finance Committee

Chris Berg reported for the committee.

**Finance Committee Report to SAYMA Representative Meeting
West Knoxville Meeting House, TN
Fourth Month 2, 2005**

The finance committee met this morning, and addressed four concerns:

1. SAYMA Treasury cash flow
2. Official address of SAYMA and related issues
3. Wider Quaker Organizations: Delegate Expenses
4. Wider Quaker Organizations: Contributions

1. SAYMA Treasurer David Ciscel has consulted with SAYMA Clerk Kristi Estes, and they are satisfied that SAYMA will meet its 2005 budget (for the year ending 9/30/2005).

Concerns remain that funds will be available when most needed in the future. Finance Committee brainstormed the issue and will consider whether quarterly or monthly reminders to monthly meeting treasurers and/or worship group contacts will be a better way to address this need in the future.

2. Finance Committee has a continuing charge to evaluate and propose arrangements to incorporate SAYMA as a corporation not for profit. This action would permit an application to the IRS (and, if required, to state officials) for recognition as a 501(c)(3) organization with an income tax deduction privilege available for donors to SAYMA and its components. There is an issue of what state this corporation would reside in, or where it would maintain a registered agent. SAYMA's official address is in Administrative Assistant Mary Calhoun's town of residence, which is in Virginia. The process of obtaining liability insurance has made us aware that Virginia is probably not a good choice for siting this incorporation. In effect Finance Committee is left with a charge to discern a suitable official address.

Finance Committee (FC) proposes to place the issue of a long term address on the agenda at the upcoming Yearly Meeting. FC is also concerned that some sort of backup exist

for the Administrative Assistant I case of her incapacity, etc. We intend to resolve this informally.

3. The FC has a concern that the practice of supporting Wider Quaker Organization delegates to travel, register, and pay expenses of attending WQO meetings is showing signs of strain. The frequent past practice of such delegates absorbing significant portions of their costs as a personal donation is being less often exercised. Travel costs are rising sharply. The result is that since SAYMA in 2004 had 19 such named delegates, and a \$6800 budget for expenses, there is an average of slightly over \$350 per delegate-year available. The only exception is the FWCC Triennial representative, which is handled through a separate dedicated fund.

The Treasurer would prefer not to have to arbitrarily limit reimbursements for requests late in the fiscal year, which is the likely default practice without other guidance. The FC offered informal guidance that delegations closer geographically should receive some priority, as should 'core' WQO support organizations.

FC will report this concern to the Yearly Meeting, and will attempt to advise delegates if pre-clearance of expenses to be reimbursed becomes necessary.

4. The Treasurer reports that the contributions to Wider Quaker Organizations have been delayed this year because of cash flow concerns. The Finance Committee advises representatives that it does not intend to recommend new contributions or increases to contributions unless the proposal includes a budget reduction in some other line item. The FC hopes in this way to retain the annual assessment level of \$55 per member and regular attender.

Respectfully submitted,
Chris Berg, clerk

Clerk's note: I have asked the *Southern Appalachian Friend* editors to print short versions of the cash flow and WQO delegate expense concerns in the upcoming issue.

Minute -- *Friends accept the report. Individuals with thoughts or concerns about any of these issues should contact the finance committee.*

111 - 20 Nominating Committee

Sharon Annis reported for the committee.

The nominating committee is pursuing its work. Several positions are still vacant.

The committee makes the following nominations:

Interim Local arrangements -- Bob Welsh . Bob Welsh and Barbara Esther will try to recruit someone who Bob will train since he will not be at yearly meeting.

Registrar assistant (not co-registrar) -- Carol Ciscel

Clerk of Ministry and Nurture (no longer interim) -- Bob McGahey

Resignations:

Anne Welsh from Personnel Committee

Penelope Wright and Nancy Beecher from Faith and Practice Revision Committee

Deborah Johnson from AFSC/SERO Executive Committee.

Proposed change in Nominating Committee:

Background

The current Faith and Practice and Handbook indicate that the Nominating Committee is made up of appointed representatives from the Monthly Meetings, with the past clerk of SAYMA serving as the Clerk of the committee. This has proved to be non-functioning for several reasons--Monthly Meetings did not appoint anyone, they assumed that the Representative could do the job, and the committee ended up meeting during Yearly Meeting

to do its work.

Recommended changes

- The Nominating committee for SAYMA should be composed of members:
 - Clerk – the past SAYMA clerk to serve as clerk
 - Members – from 4 different Monthly Meetings, who are active in the Yearly Meeting.

These individuals would serve for 2 years.

The committee is encouraged to work with the other committees and officers of SAYMA to identify persons who have gifts in the various areas of service needed and who have indicated an interest, and to seek input from Monthly Meetings and Worship Groups about individuals that are interested in extending their involvement in Wider Quaker Organizations including SAYMA.

- That a Naming committee composed of 3 individuals be appointed at Yearly Meeting to identify and bring forth names to serve on the Nominating committee. This ad hoc committee would be appointed by the presiding clerk and serve during the yearly meeting session.

***Minute** -- Friends approve the above nominations. Friends approve the recommended changes for the nominating committee including the establishment of a naming committee except that we suggest no longer automatically linking the position of nominating clerk to that of the former SAYMA clerk. The naming committee would also bring forth the name of the nominating committee clerk.*

111 - 21 SAYF Steering Committee

Kathleen Mavournin reported for the committee.

SAYF has been having a successful and interesting year. In addition to teens, we have had a baby attending SAYF retreats since January, the daughter of one of the SAYFers. This led to the adoption of some guidelines concerning the presence of younger children at SAYF events, approved by the SAYF Steering and Nurturing Committees at a joint meeting. All children under the age of 12 attending SAYF events will be under the care of their parents at all times. Arrangements for infants at SAYF events will be worked out between the planning committee for that retreat and the parent(s) to ensure the safety of the child and minimize disruption of the SAYF program. In general, it is not appropriate for children between the toddler age and twelve years old to be present at SAYF events for extended periods.

The process by which the SAYF Nurturing Committee selects a clerk or co-clerks has been changing over the past two years and there have been some difficulties. This year the co-clerks and the SAYF community as a whole have undergone training and grown in understanding of Quaker practice. An adult has been and will continue to be present during all meetings of the Nurturing Committee, not to participate in the substance of discussion but to serve as a monitor of Quaker process. This year, SAYFers will adopt the Quaker tradition of a Nominating Committee to select candidates for clerk(s), recording clerk, and supporting clerk of the Nurturing Committee.

***Minute** -- Friends accept the report.*

111 - 22 Junior Yearly Meeting

Ron McDonald asks that Friends announce that volunteers are needed to help with Junior Yearly Meeting. In addition, this is his last year as JYM coordinator so he asks that Friends consider who might fill that position next year.

111 - 23 Yearly Meeting Planning Committee

Ceal Wutka reported for the committee; committee minutes are attached as **Appendix D**.

111 - 24 Friends for Lesbian, Gay, Bisexual, Transgender and Queer Concerns (FLGBTQC)

Gary Briggs reported as a YM representative to FLGBTQC.

Report to SAYMA from

Friends for Lesbian, Gay, Bisexual, Transgender, and Queer Concerns

Midwinter Gathering

Ghost Ranch, Abiqui, NM, Feb. 18-21, 2005

About 120 (F)friends gathered once again in the awe-inspiring setting of Ghost Ranch in New Mexico. Our theme this year was “Spiritual Work at the Edge of Uncertainty”. We had ample time and opportunity to reflect on the “edges”, or places of growth in our lives, and how we could be creative with the work that Spirit was calling us to, as individuals and as a community. In our few days there, at 6500' in a green valley below towers of vermilion and yellow-layered cliffs, we saw nearly every variety of winter weather twice- rain, snow, sunshine. The brilliance of the sun on the heavy-frosted fields the last morning lingers in our memory.

Friends General Conference Gathering is being held in Blacksburg, VA this July, a state that recently passed very strong anti-gay legislation which null and voids any contracts between same sex partners at their border. Jean-Marie Prestwidge-Barch and Frank Barch, co-clerks of Friends General Conference 2005 Gathering, and Bruce Birchard, General Secretary of Friends General Conference, joined our gathering and we welcomed their presence and support. Bruce Birchard talked about the epistle and minute from FGC affirming the gifts of FLGBTQC Friends, and FGC’s support of our struggle for equal rights. Jean-Marie and Frank informed us about the legal papers we would need to bring to Gathering to maintain normal spousal and child-custody protections in Virginia, considering this state's recent virulently anti-gay "marriage protection" law. They spoke of the positive connections they have been making in Blacksburg regarding our safety issues and welcome.

There was much worshipful discussion of how to “witness” in Blacksburg in support of the sanctity of all our spousal and family-creating commitments, but no decisions were made. An ad-hoc committee was initiated to lead some form of witness; we hope this will be one which many non-GLBT attenders and local people can also support.

Our representative to the Pendle Hill Peace Network reported on a conference she attended last April on “Forgiveness, Reconciliation, and Restorative Justice”. There will be another conference held April 8-10th (see www.phpeace.net for more information).

We have been invited by American Friends Service Committee to participate in the “Together in Faith” conference August 5-7th at Eastern Michigan University. This is a national conference for people of all religions and spiritualities having Lesbian, Gay, Bisexual and Trans-gender affirming communities. Friends felt led to become an active sponsor of this event. We hope to also make a presentation and to have an information table about our group.

Midwinter Gathering 2006 will be held at Camp Copneconic in Fenton, MI. All are welcome to attend. Financial support is available, so don’t stay away because of lack of funds.

As always, thank you so much for letting us be your representatives to this great community of people. If you have any questions feel free to ask either of us -- Gary Briggs (Asheville MM) or Annie Black (Cookeville PM).

111 - 25 Gwinnett Worship Group

Gwinnett Worship Group requests that they be considered a SAYMA worship group under the care of Atlanta Monthly Meeting.

“We at Gwinnett Friends Worship Group send warm greetings! We are currently officially under the care of Atlanta Monthly Meeting, and have met together and grown in numbers since our first meeting for worship in Third Month 2004. Please add us to any lists that might be appropriate, keep us on mailing lists, know that we do exist, and especially hold us in the Light of Love and Wisdom continually as we perhaps seek Preparative Meeting status in the near future!” (Scott King, Gwinnett Friends Worship Group)

Minute -- Friends warmly welcome Gwinnett Worship Group to SAYMA.

111 - 26 FGC minute

FGC has sent out the following minute and asked that Friends consider and share back with them from their own experience:

“Our experience has been that spiritual gifts are not distributed with regard to sexual orientation or gender identity. Our experience has been that our Gatherings and Central Committee work have been immeasurably enriched over the years by the full participation and Spirit-guided leadership of gay, lesbian, bisexual, transgender, and queer Friends. We will never go back to silencing those voices or suppressing those gifts. Our experience confirms that we are all equal before god, as God made us, and we feel blessed to be engaged in the work of GFC together.”

Kristi will consider how to disseminate and carry forward this minute.

111 - 27 Site Selection

Kristi Estes will ask the site selection committee to consider Berea College and Hiawasse College as possible sites for YM 2007.

111 - 28 Minute of Appreciation

We thank West Knoxville Friends Meeting and particularly Millie Gimmel for the hospitality in hosting this meeting. We appreciated the overnight hospitality and arrangements when we arrived in driving rain and enjoyed the variety and abundance of soups at lunch. The fellowship and the setting of the West Knoxville meeting room have provided a good backdrop for our sessions. The blooming forsythia provided a particularly beautiful framework. We have been able to both work hard and find joy in our deliberations. We have a sense of holding the rest of SAYMA in the light as we do the business of the yearly meeting and holding each other in the light as we depart for our homes.

Kristi Estes, Clerk
(archive copy signed)

Lee Ann Swarm, Recording Clerk
(archive copy signed)

Appendix A
List of Attenders

Gary Briggs Asheville
Barbara Esther Asheville
Beth Ensign Atlanta
Karen Morris Atlanta
Ronald Nuse Atlanta
Perry Treadwell Atlanta
Ceal Wutka Atlanta
Mark Wutka Atlanta
Beth Myers Berea
Marmon Thompson Celo
Wren Hendrickson Chapel Hill
Bill Reynolds Chattanooga
Deanna Nipp Cookeville
Margaret Haun Crossville
Mary Calhoun Foxfire
Christopher Berg Greenville
Susan Phelan Huntsville
Carol Ciscel Memphis
David Ciscel Memphis
Kristi Estes Memphis
Dick Houghton Nashville
Susan Carlyle New Moon
Douglas Price Sevier County
Jane Price Sevier County
Constance Rizner Sevier County
Susan Carlyle Swannanoa
Bob Welsh Swannanoa
Sharon Annis West Knoxville
Missy Ivie West Knoxville
Turtle MacDermott West Knoxville
Kathleen Mavournin West Knoxville
Sharon Phelps West Knoxville
Lee Ann Swarm West Knoxville

Appendix B
Treasurer's Report

SAYMA
Southern Appalachian Yearly Meeting and Association
P.O. Box 2191
Abingdon, VA 24212-2191

Treasurer's Address:

David H. Ciscel
1950 Nelson Ave.
Memphis, TN 38104-5418
ciscel@bellsouth.net

April 2, 2005 Treasurer's Report:

1. We are halfway through our new fiscal year (2005). Generally speaking, SAYMA is spending money faster than it is receiving donations and assessments. For the fiscal year, SAYMA has an operational deficit of \$9,241.58. If the Transitional Budget deficit is added to that and the transfer to funds is subtracted (obligated, not spent), then SAYMA is \$11,263.06 behind expected receipts.
2. Clearly assessments are not coming in as expected. Last year, we received a total of \$39,619 in assessments. This year the total is \$16,427 at the halfway mark. And the budget projected assessments to increase slightly for fiscal 2005.
3. We are running ahead of budget in expenditures in several areas.
 - a. We budgeted \$3,000 for SAYF. So far we have spent \$2,400 this fiscal year, plus \$1,500 in the transition budget.
 - b. Liability insurance (we now have it through GuideOne (Policy 1237-174), effective February 15, 2005) cost slightly more than expected. This is a basic policy. Various add-ons would bring the cost up dramatically.
 - c. The cost of our office expenses is quite high. We have spent \$3,536.63 so far this fiscal year, more than we budgeted for the entire year. I have not seen any expenses that seem inappropriate. We are just spending more money.
4. I expect no IRS penalties or interest this year, so that line should remain empty.
5. The reason we have only paid two of our contributions to Wider Quaker Organizations is that we have been short of funds.
6. There are problems on both sides of the budget. However, I think the problems are larger on the contribution side. We may have overestimated the revenue from assessments, but clearly they are below the last fiscal year. Note the nine month total by adding in the transition budget income is still only half of what we received last fiscal year (2004).
7. Note the Accounts Balances Report. We have \$18,515 in funds available, down dramatically from the end of the last fiscal year. The various funds have claims against these funds of \$11,496. We have net financial assets of \$7,019.

SAYMA Fiscal Year 2005 -- Approved at YM June 2004

Fiscal Year: October 1, 2004 through September 30, 2005 (transition quarter 7/1/04-9/30/04) -- Complied for April 2, 2005 for Representative Meeting

	Budget FY2004	Actual FY2004	Transition Budget	Budget FY 2005	Actual FY2005
Income					
Assessments	\$32,500	\$39,619.27	\$3,179.75	\$44,200	\$16,427.50
Bank Interest	\$100	\$235.76	\$25.86	\$50	\$52.45
Contributions	\$100	\$645.00		\$300	\$110.00
F&P Sales	\$100	\$386.34		\$250	\$45.10
Newsletter					
SAYF Receipts	\$5,100			\$500	
YM Total Receipts	\$26,500	\$24,565		\$25,000	\$0
YM Receipts	\$24,100	\$22,109.00		\$25,000	
YM Scholarship Donations	\$900				
YM Book Sales	\$1,500	\$2,456.22			
Total Income	\$64,400	\$65,451.59	\$3,205.61	\$70,300	\$16,635.05
SAYMA OPERATIONAL EXPENSES					
Yearly Meeting	\$25,000	\$25,471.94		\$25,000	\$512.09
Yrly Meeting - Facilities		\$20,805.99			
Prtng/Mail/Phone/Minutes/Misc					\$512.09
Junior Yearly Meeting -- JYM Coordinator	\$1,500	\$2,406.52			\$0.00
Ass't Coordinator					
Supplies/Sitters/Misc					
Scholarship WQO Reps					
YM Bookstore		\$2,259.43			
SAYF Operation & Admin Transfers	\$2,600	\$2,300.00	\$1,500.00	\$3,000	\$2,400.00
SAYF Retreats	\$7,100				
Delegate Expenses	\$6,800	\$4,891.89	\$1,337.95	\$6,800	\$3,731.22
Rep Mtgs	\$300	\$429.75		\$300	\$60.00
Del to WQOs	\$6,500	\$4,462.14	\$1,337.95	\$6,500	\$3,671.22
Committees	\$1,200	\$387.81	\$148.16	\$1,200	\$345.64
Ministry and Nurture	\$1,000	\$158.72		\$700	\$128.00
Ecological Concerns	\$200	\$200.00		\$300	\$49.00
Faith and Practice		\$29.09	\$148.16	\$200	\$168.64
SAYMA Liability Insurance	\$400			\$500	\$615.00
SAYMA Personnel	\$16,600	\$15,573.68	\$4,576.20	\$18,400	\$9,410.76
SAYMA Staff Training	\$1,000			\$0	\$180.00
SAYMA Office Administration	\$3,000	\$2,862.23	\$187.03	\$3,000	\$3,536.63
Phone & Office Expenses					\$495.54
Postage					\$756.16
Duplication					\$1,380.21
Misc. Office					\$904.72
SAYMA Newsletter	\$2,000	\$1,011.42	\$277.75	\$1,300	\$525.18
SAYMA Directory	\$600			\$600	
SAYMA Treasurer		\$438.77		\$300	\$220.11
SAYMA F&P	\$500	\$388.25		\$500	
SAYMA IRS Penalties, Interest		\$1,366.10			
Total Operational Disbursements	\$68,300	\$54,692.09	\$8,027.09	\$60,600	\$21,476.63
YEARLY MEETING PROJECTS					
Transfers To Funds	\$2,800	\$2,800.00		\$3,300	\$3,300.00
Spiritual Development Fund	\$500	\$500.00		\$500	\$500.00
Released Friend Fund	\$400	\$400.00		\$400	\$400.00
FWCC - 3rd Wld Del	\$650	\$650.00		\$650	\$650.00
FWCC Triennial Fund	\$1,000	\$1,000.00		\$1,000	\$1,000.00
YouthQuake	\$250	\$250.00		\$250	\$250.00
Young Adult Friends Scholarships				\$500	\$500.00
Contributions Wider Quaker Org	\$6,250	\$6,250.00		\$6,400	\$1,600.00
AFSC	\$800	\$800.00		\$800	\$800.00
FCNL	\$800	\$800.00		\$800	\$800.00
FGC	\$800	\$800.00		\$800	
FWCC	\$800	\$800.00		\$800	
Right Sharing of World Res	\$800	\$800.00		\$800	
Quaker House	\$800	\$800.00		\$800	
Friends for LGBTQ Concerns	\$200	\$200.00		\$200	
Quaker Earthcare Witness	\$400	\$400.00		\$400	
Friends Peace Teams	\$150	\$150.00		\$300	
Wm Penn House	\$200	\$200.00		\$200	
Quaker Eco-Witness NL	\$400	\$400.00		\$400	
Guilford College Archiving	\$100	\$100.00		\$100	
Rural Southern Voice for Peace	\$0			\$0	
Other	\$100				
Total Projects	\$9,150	\$9,050.00	\$0.00	\$9,700	\$4,900.00
Total Disbursements	\$77,450	\$63,742.09	\$8,027.09	\$70,300	\$26,376.63
Surplus (Deficit)	(\$13,050)	\$1,709.50	(\$4,821.48)	\$0	(\$9,741.58)

**Appendix B
Treasurer's Report
(cont'd)**

**SAYMA Account Balances Report
Monday, March 29, 2004**

	Fiscal Year				
	2001	2002	2003	2004	2005
	6/30/2001	6/30/2002	6/7/2003	6/30/2004	3/29/2005
ASSETS					
Bank Accounts					
Checking (Bank of America)	\$17,963	\$5,399	\$5,529	\$18,694	\$4,153
Money Market (Self Help)	\$13,173	\$10,960	\$5,900	\$14,229	\$9,362
Savings (Self Help CD)	\$5,460	\$7,934	\$8,244	\$0	\$5,000
SAYF Checking (off books in 2004)	\$1,884	\$1,413	\$784		
Total Available Funds	\$38,480	\$25,706	\$20,457	\$32,923	\$18,515
Set Aside Budgeted Funds					
FWCC Third World Delegate	\$650	\$1,300	\$0	\$650	\$1,300
FWCC Triennial Delegates	\$905	\$1,905	\$2,115	\$667	\$1,667
Released Friend	\$1,950	\$1,850	\$2,250	\$2,650	\$3,050
Spiritual Development	\$782	\$1,282	\$1,782	\$2,182	\$2,582
Youth Quake	\$845	\$1,095	\$1,345	\$1,395	\$1,645
Young Adult Friends Scholarship					\$500
Accumulated Funds					
YM Scholarship	\$328	\$502	\$502	\$502	\$502
SAYF Scholarship Fund			\$250	\$250	\$750
Claims against Available Funds	\$5,460	\$7,934	\$8,244	\$8,296	\$11,996
Net Assets	\$33,021	\$17,773	\$12,213	\$24,627	\$6,519
Fund Expenses in Fiscal Year					
FWCC Triennial Delegate				\$2,447	
Spiritual Development Fund				\$200	
Total				\$2,647	\$0

Appendix C
Report from Ad Hoc Committee on
Worship Group/ Preparative/Monthly Meeting/Yearly Meeting Relationships

Our charge was to look at the sections of Faith and Practice concerning these issues, make recommendations and send to the Ministry and Nurture Committee. After their discernment the information would be sent to the Faith and Practice Committee for review and inclusion in Faith and Practice.

Ministry and Nurture Committee made changes and sent on to Faith and Practice. During their discernment Faith and Practice Committee determined that the original recommendation by the Ad Hoc Committee needed to be presented to the Representative Meeting for further direction.

Discernment of Ad Hoc Committee on Worship Group/Preparative/Monthly Meeting/ Yearly Meeting Relationship.

In our discernment of paragraphs of **Part Three: Proceeding in the life of the Spirit of A Guide to Our Faith and Our Practice** we formed the following suggestions. We do not suppose that the language below is the language that will be used in the final proposal; rather the Faith and Practice Revision Committee will have responsibility for final wording.

Retain introduction paragraph and first paragraph of *Forming a worship group*.

Second paragraph of *Forming a worship group*:

For the purposes of deepening the life of the Spirit and understanding of Friends' faith and practice worship groups are encouraged to seek out a relationship with a monthly meeting. The monthly meeting assumes the functions of nurture, guidance and fiscal support of the worship group and appoints a committee whose responsibility is tending to the needs of the worship group. Such a relationship can include shared worship, intervisitation, and observation of and participation in meetings for the conduct of business of the monthly meeting. Additionally worship groups are encouraged to participate in yearly meeting activities.

Should an individual in a worship group desire membership in the Religious Society of Friends, application is made to the monthly meeting for consideration.

A worship group can request recognition from the yearly meeting, preferably through recommendation from a caring monthly meeting but lacking that option, by direct request. Should the worship group be recognized by the yearly meeting, support and nurture becomes the responsibility of the yearly meeting Ministry and Nurture Committee as they are able to provide.

In the event that a recognized worship group not under the care of a monthly meeting finds way open to move into preparatory status, it is necessary for that worship group to establish a mutually acceptable relationship with a monthly meeting.

Establishing a New Friends Meeting

“Other worship groups may in time mature to the point the attenders feel a commitment to their ongoing corporate life and decide to undertake the responsibilities of becoming first a preparative meeting and then a monthly meeting.” *Fostering Vital Friends Meetings: A Handbook for Working with Quaker Meetings.* (Recommended for Monthly Meeting and worship groups)

Becoming a preparative meeting

Several sentences need editing. But **OMIT** the option of a preparative meeting being placed under the care of the yearly meeting.

Becoming a monthly meeting within the Yearly Meeting

Procedure for certification moved to Handbook.

ADD: When a monthly meeting applies for membership in the yearly meeting, a committee will be appointed by the yearly meeting to meet with the members of the monthly meeting to discern whether the two are in accord concerning membership. If accord is found, the monthly meeting will then be accepted into membership of the yearly meeting.

Appendix D
Yearly Meeting Planning Committee
Minutes -- West Knoxville, Tennessee -- April 2, 2005

Worship was held in conjunction with the Representative Meeting.

Present: Errol Hess (clerk), Kim Carlyle, Ron McDonald, Carole Ciscel, Beth Ensign, Deanna Nipp, Ceal Wutka (recorder), Bob Welsh, Wren Hendrickson

Tony and June Bing have agreed to be site coordinators, however they are in Peru at this moment. Bob Welsh will be able to do coordination up to the time of SAYMA but will be unable to attend. His email is Bobwel2@charter.net

Bob Welsh was present to take notes on our needs. We had a question about the use of church space and swimming pool. Jon Verner was talking to Errol yesterday. The person who runs the pool is retiring at the end of May so they may be in transition at that point. Times need to be set for SAYF, JYM and family swim. Notify Bob Welsh of requests.

Nurture centers: There is an Interest in Men's worship. We have a volunteer for FLGBTQC and women's worship. Tell Bob Welsh what you need to schedule and for how many. There are three small dining rooms for extra meetings/interest groups during mealtimes. Contact Ceal if you want to hold a meeting during Friday committee meeting time. She will send these to Bob to get a room for them.

Drivers for transportation earn \$200 for driving the cart for the weekend. Transportation should hang around during registration. Bobwel2@charter.net

Location of Talent Show: We cannot have a piano in Canon Lounge. There is an auditorium but we need to check if a piano is there. Ron and Bob will decide on a the location. Can SAYF hold graduation in Bryson Gym? How often can SAYF use the gym? Bob will work this out with Wren. The Pavilion is also available.

Deanna Nipp: Bookstore will need nine tables. Bob Welsh's address will be used to receive books for the bookstore.

Errol has the list of dorms available. Bob will arrange for the Pavilion for early morning worship.

Ministry & Worship may do a quiet room. Bob will arrange space.

Sound system in Canon Lounge: Thursday and Friday need to do a sound check in Canon Lounge. Sound system needs to be available ahead of time.

Parental permission forms: Ceal will send the names and addresses of young folk under 12 who are coming to the JYM program to Ron McDonald, who will send them a welcome letter and medical form.

SAYF sends all current SAYF children information about SAYMA. Ceal will inform Wren when new teens sign up for SAYF. She will give list of names, addresses and grade just finished to Wren.

Beth Ensign has given Bob her list of needs for the workshops.

Evaluation form: Suggested that not too much time be spent on this at the wrap up session in June. Each person on the committee can review the part that applies to them.

Emergency phone number: We have campus office and the security numbers as printed for last year. Few cell phones work on this campus.

Displays: Display space will be in same place - 4 ft of table space for each display. In the past, folks just bring their stuff and set up. This year the committee decided there should be a person to coordinate the displays to be sure there is enough space. We talked about asking Bob to find us some additional space for these displays. Canon Lounge is not a good place and no displays will be permitted there. The invited WQO's are assured table space. We will set up guidelines that will be followed for next year with a deadline for request for display space. Errol will coordinate table space this year and mark off each table with tape down the middle. Each space will be marked for the organization. Kim can contact the WQO's and the information will be placed on the web site and in the additional mailing to the meetings. There will be a couple extra tables in the bookstore area since registration will be upstairs.

Selling of items not related to Quakerism: the person doing this is totally responsible for their items and money. We discussed the possibility of a special area for the sale of items and that someone outside the planning committee should handle this. We also discussed the possibility of just making the yearly meeting a commerce-free zone. We have two different kinds of sales -- some raising money for Quaker-related organizations and others for personal benefit. Nothing is to come into Canon Lounge. Errol will put up a sign to this effect at the registration desk or on the door to Canon Lounge.

We are going to observe this year and see if this commerce increases. For now, only WQO's, presenters, yearly-meeting committees, or Quaker-related groups will have space on a table reserved for display. Twenty-four spaces are available in the small room plus a couple tables in the bookstore area. Others may use remaining space on a first-come-first-serve basis. We will revisit this issue at the closing meeting on June 12.

Beth needs hymnals for the workshop on singing. Asheville Meeting has a large supply.

Joe Taylor will do music Thurs and Fri and Ron McDonald will do Sat night.

At the yearly meeting, problems or issues should be taken to Errol. Announcements will also be passed to Errol.

Ad Hoc Committee meetings: Space needs to be assigned for any committees that may be set up and need to meet.

Copying during SAYMA: Jon Verner is asking Pat Willever about this from Swannanoa Valley meeting. This can be done during business hours Thursday and Friday. (She has an account for SAYMA) People are being encouraged to use overheads.

The local medical clinic has been closed. Non-emergencies need to go to Mission Hospital and we should provide directions to this. Ceal needs to have this at the registration table.

Airport and Bus station pick-ups: need a volunteer. They need to tell the registrar ahead of time that they need to be picked up Ceal will ask Mark Wutka to pick up any speakers or invited guests.

Chat & Chew: Kim organizes this and already has three monthly meetings that will be asked to do this year. Beth reported that *Friends Journal* is celebrating an anniversary and want to bring a cake.

Hospitality for YM speakers/guests: Something will be on the name tag indicating the first-time attenders. Hospitality could be a volunteer opportunity on the registration form in the future. There are four organizations plus the speaker.

Paid positions: Full time SAYF FAPs do not pay anything. Wren will email Ceal with the list of these people. The invited WQO's and the speaker also do not pay. These folks should fill in a registration form to send to Ceal. We learned that Ministry and Worship set up workshops with four people and we don't know at this

time what arrangements were made with the presenters. Is SAYMA paying their fees and room & board. M & N will be asked what plans were made. We will get clarity from M & N before sending workshop leaders a registration form. Kim found a policy had been set in previous years that the workshop leaders were not included in the paid positions. Beth will coordinate registration forms for workshop leaders. (Six non-SAYMA workshop leaders this year)

Should we get volunteers to help drive around handicapped in the volunteer's vehicles? Someone did this unofficially last year to help.

The Clerk needs to be informed of all non-SAYMA visitors. We need to flag these somehow in registration so Ceal knows when they arrive. The person at registration will let Kristi and/or Errol know when these visitors arrive. If anyone knows of a person intending to visit SAYMA, please inform the registrar or SAYMA office so we can send them a registration form. Some will show up at the yearly meeting with no prior knowledge.

Yearly meeting wrap-up is very important. Please plan on attending.

Ministry and Worship: needs to be contacted about the quiet room.

Worship groups: Ceal will give names to Kim and let him know if they are handicapped. Teens will be coming to the Worship Groups on Friday. Wren and Kim will coordinate this. Groups will be posted at registration.

Wren said at least three teens need to be in each worship sharing group for them to feel comfortable. That may mean only some groups will be visited by teens.

We need someone to clerk the memorial worship group. Ministry and Nurture?

Ceal asked about a policy for surprise non-SAYMA visitors people who show up unexpected. They have to pay registration fee. Give list of local motels. Meals can be bought at the cafeteria.

Threshing Session: We discussed the Threshing session on Friday night. The schedule had been full when this issue arose. This is possibly a distraction just before our main plenary session. The committee is going to move this to Sat night with Kristi's approval. [later approved]

We need to form more detailed guidelines for the Planning Committee. Ceal will pull out policies she can find in the minutes. Each member will write down the tasks for their portion of the committee. Also need to include a time line for things needed.

Booklet information needs to be submitted to Errol by May 1 in final form. Be sure your area of this booklet is updated. Ceal has a couple changes to make to the schedule.

The committee dispersed to join the Rep meeting.

-- Ceal Wutka

SAYMA Positions of Responsibility Roster

is posted at

http://www.sayma.org/online_documents/PositionsOfResponsibility.pdf

published 5-29-05

last approvals RM 111

last corrections 5-29-05
(min/eml)