

**Concord Quarterly Meeting - Birmingham Monthly Meeting**  
**April 24, 2016**

**Opening Worship**

The meeting opened with a period of worship at 8:30 am.

**Welcome** -- Representatives were present from all meetings save Wilmington. We also welcomed Pastor Elie Nahimana from Burundi Yearly Meeting and coordinator there of the African Great Lakes Initiative.

**Approval of Minutes** -- Bruce Harrison (Clerk)

The minutes of the Quarterly Meeting held on January 31, 2016 were approved.

**Nomination of Recording Clerk** -- Charles Spadoni (Clerk, Nominating Committee)

David Leonard was nominated and approved as Recording Clerk for an additional 3 year term beginning in July.

**Treasurer's Report** -- Tom Haviland (Treasurer)

The Treasurer's Report is attached to these minutes as Appendix 1. Our accounts continue to be in excellent condition. One Friend was concerned to understand why we are projected to not be able to meet our expected contribution to Philadelphia Yearly Meeting (PYM). This contribution is a pass-through from what comes from individual monthly meetings and it is possible that some meetings have not yet made their full intended contributions. The payments from monthly meetings are irregular in their timing, so it is difficult to know what to expect.

**Proposed Budget** -- Tom Haviland (Treasurer)

The proposed budget for next years is attached as Appendix 2. The Coordinator line item represents two adjustments – a reduction in the over-budgeting that we did while trying to build up a cushion for this personnel commitment and a 5% increase in compensation for next year. This is a net reduction on the income side of 15% for the coordinator. On the other hand there is an increase in the Quarter program budget, which reallocates a portion of the salary savings. We hope to be able to provide PYM the amount we had originally budgeted for this year. Meeting contributions for the Tuition Endowment Fund have been well below budget this year, so a smaller amount is budgeted for next year. The total budget for next year is a reduction from this year. The approval of the budget will be considered at the next Quarterly Meeting session. One Friend asked the Planning Committee to develop a better understanding of where the irregular contributions of meetings are coming from. Another Friend suggested that meetings consider following a regular schedule for their contributions. And still another Friend felt that we should adopt a policy of making financial relations between monthly meetings and the Yearly Meeting direct rather than through the Quarter.

**National Bank of Malvern Minute** -- Tom Haviland (Treasurer)

- Bruce Harrison (current Clerk) is hereby removed as an authorized signatory of the primary checking account at The National Bank of Malvern, and Deb Wood of Westtown Meeting (rising Clerk) and Thomas Haviland of Westtown Meeting (Treasurer) are authorized signatories of such account.
- The minute adopted at the January 26, 2014, Quarterly Meeting authorizing the establishment of a Coordinator expense checking account at The National Bank of Malvern is hereby rescinded.

**Coordinator's Report** - Charles Spadoni (Coordinator)

The report was received with appreciation and is attached to these minutes at Appendix 3.

**Refugee Resettlement Report** -- Susan Brodesser (Birmingham)

A large number of congregations are involved in the project and are well prepared to receive refugees. Our receipt of a refugee family has been delayed because the Lutheran Children and Family Services was forced to shut-down its Pennsylvania offices because of financial problems (partly related to the state's budget impasse). We are seeking a relationship with another support agency, possibly Church World Service in Lancaster.

**Joys and Challenges Reports**

The report of Birmingham MM was presented by Chris McKenney and is attached to these minutes as Appendix 4. The report of West Chester MM was presented by Deb Lyons and is attached to these minutes as Appendix 5. Both reports were received with appreciation.

**Count of those in Attendance:** As the meeting ended 35 Friends were present.

**Announcements and Events:** Attached to these minutes as Appendix 6.

The meeting ended with a period of worship at 9:59 am.

**Respectfully submitted,** David Leonard (Recording Clerk) and Bruce Harrison (Clerk)

## **Appendix 1: TREASURER'S REPORT – FISCAL YEAR 2015-2016 Q3 (Jan – Mar)**

**April 24, 2016**

### **Income and Expenses Report**

- Total Income from Covenant checks for 3Q was \$32,780. Total Expenses were \$44,633 of which \$39,540 was a contribution made to PYM where the funds were accrued mostly from 2Q.
- Coordinator expense of \$4,525 represented the other large expenditure for the quarter. This line item expense was down \$1,400 from 2Q due to one fewer payroll cycles in 3Q and no Ailes Graphic Services submitted costs in 3Q.
- Income and Expenses for the first three quarters appear to be mostly in line with the 2015-2016 Fiscal Year Budget. Projecting out year-to-date figures (a very rough estimate at best),
  - Operating/Program, TEF, and PYM receipts from Covenant checks will fall short of budget.
    - Operating/Program income and expenses will both fall short of budget by \$500-\$800.
    - TEF contributions from Coord Surplus funds offsets this shortfall (\$10,968 budget).
    - PYM contribution will most likely finish \$6K-\$10K below budget amount of \$98,997
  - Coordinator income will finish very close to budget. Coordinator expenses should fall below budgeted amount.

### **Concord Quarterly Meeting Income and Expenses (report date 4/20/2016)**

**[Redacted]**

### **Assets Report**

- Covenant funds received 3Q outpaced spending increasing Coordinator Payroll, PYM, and TEF sub accounts.
- \$3,960 was sent to FF TEF accounts on April 11<sup>th</sup>. Consolidated Fund unit value increased from \$46.21 to \$46.40 per unit. Growing concerns over a slowing global economy the first half of the quarter was alleviated by US job growth and economic reports the second half allowing March end unit values to finish slightly higher.
- All PYM contributions currently being held and all new funds received will be sent to PYM by June 30, 2016. Contributions from the Quarter to PYM are made twice a year in January and June.

### **Concord Quarterly Meeting Assets (report date 4/20/2016)**

**[Redacted]**

## **Appendix 2 – PRELIMINARY BUDGET - FISCAL YEAR 2016-2017 April 24, 2016**

### **Discussion Notes**

- At the end of February, a Budget Planning Working Group (BPWG) gathered and drafted a preliminary budget for fiscal year 2016-2017. This budget was based on this year's actual year-to-date and budgeted income and expenses. Several years of historical performance was also considered.
- The following factored into the decisions.
  1. Reduce Coordinator contribution to true costs, provide 5% increase, and leave a small cushion.
  2. Increase Operating/Programs to account for more programs and rising costs. Keep in-line with this year's budget.
  3. Maintain current PYM budget. Giving this year will finish below budget around \$90,000 so Meetings giving less this year are encouraged to consider increased giving next year.
  4. In order to grow TEF and provide more tuition aid, it is important to maintain giving. The BPWG is decreasing the budget amount to \$7,000 encouraging a minimum contribution of \$800/year. Meetings who contributed above \$800 this past fiscal year are encouraged to continue to do so.
  5. FFC Consolidated Fund's annual distribution rate will decrease slightly from 4.25% to 4% in 2017. Given our modest budgeted contribution to the principal we can reasonably expect \$7,900 income from the account.

- Due to the variation in Monthly Meetings' fiscal years and the different timing of when Covenant funds are sent to the Quarter, and to differences in the amount of support Meetings are able to make from one contribution to the next, it is not possible under this current system to provide a precise budget amount that each Meeting should give for next fiscal year. Instead, the following guidelines can be used to provide direction in your Meeting's conversations around providing financial support to the Quarter.
  1. The Quarter's overall budget is being reduced by 5% from \$147k to \$139k.
  2. We are asking all Meetings to maintain contribution levels similar to this fiscal year and shift the designation of the funds as noted in the table below between Coordinator, Operating/Programs, and TEF line items.
  3. Meeting contributions for PYM and TEF support will not reach this year's budgeted amount. In order to reach this budget next year, it is important that all Meetings support each line item at some minimum level that is financially possible.

[Redacted]

#### 4. Appendix 3: Coordinator's Report

Concord Quarterly Meeting is one of only four PYM quarterly meetings that have coordinators. The others are Bucks, Philadelphia and Western. The coordinators meet twice a year with PYM's youth program staff to discuss how we can help them deliver their program to PYM's youth. To that end, on April 29, 2016, I will be driving a van carrying middle school and high school students to Camp Swatara, Bethel, Pennsylvania (Berks County) where they will be enmeshed in a 2-day PYM-sponsored retreat. I am doing so to encourage more middle school and high school students from Concord and Western Quarters to attend that retreat. If your child has not been to Camp Swatara, I recommend that she or he go to make new friends and continue developing existing friendships in the context of a safe and welcoming Quaker community that focuses on Spirit-led activities.

We had a sell-out crowd at the fifth almost-annual square dance held at Willistown MM. The center of attention were several children who often followed the caller's instructions better than some of the adults (including me). Also, we collected a great deal of clothing for Wilmington MM's "Clothes Closet" for use by former prisoners who are transitioning back to their communities and food for the West Chester Food Cupboard.

For three consecutive First Days (February 28, March 6 and March 13) Tom Woodward led 15 or so intrepid soles (Quaker and non-Quaker) into the exploration of the Friends and the Gospel of Thomas. We tried to get Tom to return to his didactic role as a teacher, but he did not succumb. Instead, he led us in thoughtful discussions about the parallels between the synoptic gospels and the *Gospel of Thomas*, the meaning of several of the "sayings," and how they spoke to the condition of the Quakers and Presbyterians in the group. The experience was thought provoking and moving.

At the next Planning Committee meeting, we will be discussing future workshops. So if you have not already done so, please send any ideas for workshops to me, and I will place them on the agenda.

On March 6, 2016, Goshen MM held its open house for families of children attending Quaker schools (including Goshen Friends School, West Chester Friends School, Westtown School and Wilmington Friends School). No families attended, but a couple (one of whom coaches at Westtown School) came as a result of the invitation that Westtown School extended to its community. On April 10, 2016, Westtown MM held its open house. Several families new to Quakerism attended. At the next Planning Committee meeting we will be discussing the future of the Quarter's open-house program.

Unfortunately, we had to cancel our planned ropes course youth event scheduled for April 23, 2016, at Westtown School because of an insufficient number of instructors. At the next Planning Committee meeting we will be discussing whether to reschedule that event in the fall of 2016.

We meet next at Concord MM on July 26, 2016. I hope to see you there.

In Faith, Charles B. Spadoni, Coordinator

#### Appendix 4: Joys and Challenges Report of Birmingham MM– Chris McKenney (Clerk, Birmingham)

The issue of Birmingham Meeting's joys and challenges was brought before our business meeting on Sunday, March 6, 2016. A hearty discussion ensued, and there was a good deal of enthusiastic input from those gathered. The Clerk suggested that, in reality, there are three categories: our joys, our challenges, and those items which are both joys and challenges. This report attempts to enumerate a good deal of the input.

Our joys include our community, the depth of our worship, our business meeting, and the numerous activities and items that are included in the annual letter which we send to Friends who do not live in proximity to the meeting or are otherwise unable to attend worship with us. We are blessed to be in a rural setting where we maintain a beautiful Peace Garden. Our opening exercises are a joy to our members and attenders. Our monthly fellowship luncheons are a blessing

which contribute to our sense of community. Finally, our annual Chicken Barbeque and Harvest Buffet, whose proceeds are given to charity, are a joy to us.

As with any organization, we are faced with a number of challenges including our ability to maintain and/or increase membership, along with being able to maintain the financial resources necessary for our yearly budget. Our members identified a number of other challenges as well. How are we able to talk about our faith when we have visitors or when we are out in the world? There is a separateness that some members feel during the week – we are together and connect with one another on Sundays, but during the week, there is a break from that connection and cohesiveness. How do we bridge that gap? There are also people in the community who are seeking, so how do we connect with them? How can we improve our outreach? It seems that the Quaker footprint in the community is not sufficient to reach many of the individuals who may be attracted to our form of worship, so how can we improve that footprint? Within the meeting, it is a challenge to find individuals who are willing to be committee clerks. We also have experienced scheduling issues after worship on Sundays which makes it difficult to plan other events or activities. Our lack of diversity is another challenge which lies before us and warrants our attention.

Finally, there are any number of items that are both combined joys and challenges. Primary amongst them is our beautiful meeting house and grounds, which are a joy to worship and congregate in, but which are a continuous challenge to maintain as there are always repairs, upgrades, or routine maintenance which must be attended to. Our first day school is a joy to us as we see our children grow in years and in faith, but it can be difficult finding teachers who are willing to volunteer in our first day school. Our music ministry has been a joy for years, but we are now challenged by a lack of piano players who can lead us in our hymns during our opening exercises. Committee work also is a joy and challenge - there is a great personal reward in committee participation, but it can also be difficult to get individuals who are willing to donate their time to this endeavor, while recognizing that people lead busy lives and that life is not so simple as it once was.

Overall, we at Birmingham feel that we have a vibrant community for which we are thankful, but we also recognize that we must continue to address the challenges which lie before us.

#### Appendix 5: Joys and Challenges Report of West Chester MM – Deb Lyons

West Chester Monthly Meeting of the Religious Society of Friends continues to support, encourage, and inspire its members and attenders. While this has been an eventful year, it carries with it a promise of more to come:

#### JOYS

1. Several committed and engaged attender families are regularly present at Meeting for Worship – and they are increasingly active in Meeting-related projects.
2. Our First-Day School has been revitalized by Teacher Bonnie McLennan's willingness and ability to engage children in meaningful exercises and discussions on a wide variety of spiritual topics.
3. We have refurbished and refinished both our roof and our lovely front porch.
4. We continue to develop and strengthen our connections with The Hickman and West Chester Friends School.
5. We've hosted a Quaker/Bolivia Link fundraiser at our Meetinghouse.
6. We've made major upgrades to the Meeting's website – and will be "showing it off" during an upcoming Social Hour.
7. We now have a Picture Bulletin Board which encourages everyone to learn everyone else's name – at their own pace.

#### CHALLENGES

1. We've encountered difficulty in finding a piano player or other musician to accompany us for hymn singing before Meeting for Worship.
2. We've also encountered difficulty in finding regular baby sitters for our children who are too young for First Day School.
3. We have yet to develop a consistent method of "checking in" with members and/or attenders whom we've not seen recently.
4. Several of our members cannot drive themselves to Meeting for Worship, and we are working to develop a mechanism whereby these folks can be picked up before Meeting and returned home afterward at times convenient for them. *(continued)*

5. We explore ways in which we can draw members and attenders – new and otherwise – into a deeper experience and understanding of Quaker practices and Quaker worship.

## Appendix 6

### Concord Quarterly Meeting's May 2016 Announcements and Calendar of Events

#### ANNOUNCEMENTS

**Minutes of the January 31, 2016, Quarterly Meeting have been posted on the Quarter's website (<http://concordquarter.org/documents/?category=Minutes>). If you have any comments on those minutes, please send them to David Leonard, Recording Clerk, at [leonard@berkeley.edu](mailto:leonard@berkeley.edu).**

**Each Thursday** The Hickman holds mid-week meeting for worship from 6:30-7:15 p.m. in The Hickman Living Room. All are cordially invited to attend.

**Workshop Survey** Concord Quarterly Meeting's Planning Committee would like input from the Quarter's members on the topics a workshop or other program conducted by the Quarter should address. Members or attenders may submit their responses to the Coordinator via email ([concordquarter@pym.org](mailto:concordquarter@pym.org)) or first class mail (116 South New St., West Chester, PA 19382). They can also complete the questionnaire on the Quarter's website: <http://concordquarter.org/lets-try-this/>.

#### Calendar of Events

**April 23, 2016** "The Crisis in Burundi and the Quaker Response," a talk by Elie Nahimana, the Administrative Coordinator of the Healing and Rebuilding Our Communities Program in Burundi, a part of the Friends Peace Teams African Great Lakes Initiative. (Saturday) 11:00 a.m. in the Farm House at Kendal at Longwood CCRC, 1109 East Baltimore Pike, east of Kennett Square, PA. Those who wish can talk to Elie over lunch in the Kendal Cafeteria.

**April 30, 2016  
CANCELLED** Quaker Minister Ralph Green's One-day Workshop "LOOK TO THE LIGHT – Our Spiritual Basis for Action" (Saturday) 10:00 a.m. to 2:00 p.m., Middletown MM, Lima, PA.

**June 26, 2016** Tubing on the Brandywine (Sunday) 12:30-4:30 p.m. Details to follow.

**July 24, 2016** Concord Quarterly Meeting at Concord Monthly Meeting. Details to follow.

**July 27-31, 2016** Philadelphia Yearly Meeting's Annual Sessions (Wednesday to Sunday) Muhlenberg College, Allentown

**Oct. 2, 2016** Hayride and Bonfire (Sunday) 5:00-8:00 p.m. Details to follow.

**October 16, 2016** Meeting for Worship at Chichester Meetinghouse, 611 Meetinghouse Rd., Boothwyn, PA 19061 (Sunday) 11:15 a.m.

**October 23, 2016** Concord Quarterly Meeting at Middletown Monthly Meeting. Details to follow.