

Orlando Monthly Meeting
Meeting for Business Minutes
10-9-2016

Meeting Clerk, Stephanie Preston, opened the meeting at 11:48 am. Friends settled into silent worship.

The Agenda is displayed on a whiteboard for members to view.

Assistant Clerk, Liz Jenkins, gave the monthly reading.

You are the light of the world. A city that is set on a hill cannot be hidden. Nor do they light a lamp and put it under a basket, but on a lampstand, and it gives light to all who are in the house. Let your light so shine before men, that they may see your good works and glorify your Father in heaven. - Matthew 5:14-16

Treasurer's Report – Tom Gottshalk: At the end of the Ninth month, the 3rd quarter of the fiscal year. Expenditures are mostly in the 70-75% range of expenditure compared to revenue allocated in the budget. Funds in checking and savings accounts are shown on the second page. Tom concluded the meeting is financially "in good shape."

In response to a question, the SEYM assessment/apportionment was explained. Friend Vicki Carlie also added the monthly meeting's contribution is a guideline or recommended amount. Some meetings pay more; some pay less.

The Treasurer's report is attached.

Committee Reports

Property Committee Report – Ray Jenkins: The committee continues to pursue the purchase of an audio-video system for the meeting house. One estimate received is considered too high. A re-bid and other sellers will be considered. A possible option to decrease cost is to separate audio and video into two separate bids.

Friends pointed out the need for included service and warranty. It is essential the system is easy to use. Tom Gottshalk emphasized that "utility" is an important factor. A higher cost unit can bring about savings through easy user operation and minimized maintenance.

We await a response from the plumber regarding the installation of accessible toilets.

Thankfully, the meetinghouse suffered minor damage from Hurricane Matthew. Loose grocery carts left on or near the property have been tied and secured, and are now being removed. There are a few ceiling stains and discoloration which will be repaired.

Worship and Ministry Committee Report – Vicki Carlie: Worship and Ministry Committee joins with Young Friends in a recommendation to alter responsibilities for our meeting's mission with Orlando Young Friends. These changes are in response to the limited human resources of the Meeting. We believe this would be in scale with the small number of youth, and the energy and capabilities of OMM at this time. The real work (and joy!) of guest speaking and regular teaching will continue, as it has been, dependent on members and attenders volunteering their time. There is no change the policy or procedures regarding Young Friends in any way.

10-2016.01 Friends approve the following organizational changes:

Young Friends scheduler and Young Friends Committee responsibilities are under the care of Worship & Ministry, instead of having a Young Friends Committee. This change would be experimental for the 2017-2019 term.

Young Friends will be on the Worship & Ministry agenda each month. The committee would help the Young Friends scheduler test and develop ideas for curriculum, discern behavior agreements, and address other issues that may arise.

The Young Friends scheduler will work with teachers, parents, and young friends to understand what they would like to do or contribute to the Young Friends Program.

Young Friends Committee is temporarily laid down as of December 31, 2016.

Young Friends Report - Liz Jenkins: Policy and procedure for the use of a minor's image were presented. It is standard for organizations which work with children. The OMM consent and release form is patterned after the one used by Southeastern Yearly Meeting. The forms will be kept on file in Webster Cottage. Following discussion, Friends agreed to any updating to the document will be considered when the occasion arises.

10-2016.02 Friends approve the Orlando Monthly Meeting Media Consent and Release Form, as presented. (Attached)

Care and Community Report – Minerva Glidden: Meeting Clerk Stephanie Preston stated due consideration has been given, and she encouraged unity on the report "Rights and Responsibilities at Orlando Quaker Meeting House." Minerva Glidden, the committee clerk, stated the committee addressed the request to assure an affirmative, non-punitive emphasis in the policy as requested at a previous business meeting. After the document had been distributed to members, Friends offered comments and recommendations for revision.

Bill Carlie was pleased as the document "captures what we are trying to do." Kate Joseph had a specific concern regarding the original item #6. Her suggested edit was addressed and agreed upon. A Friend felt the provision concerning sanitary use should be extended to the entire property. Friends concurred. Jerry Knutson requested the problem of abandoned shopping carts be addressed, specifically. Item #1. was modified to address this concern, and was extended to include all stolen items. The concern about possible drug use on the property was elaborated to include being "under the influence of illegal drugs." Ed Lesnick stated a concern about the perceived meaning and possible misrepresentation of the policy's title. After discussion and modification, it was decided to change the document title to "Basic Rights and Responsibilities for All While Present at Orlando Quaker Meeting House and Property."

10-2016.03 Friends approve “Basic Rights and Responsibilities for All While Present at Orlando Quaker Meeting House and Property,” as amended. (Attached)

A plea to make a monetary contribution to hurricane relief for Haiti is referred to the Grants Committee. Following today's regular meeting for worship, Orlando Young Friends made a collection for UNICEF relief.

Following the reconsideration of the numbered minutes, the Clerk closed the meeting at 1:20 PM. The Incorporated Trustees met following the meeting for business.

In attendance for all or part of the Meeting for Worship with an Attention to Business:

Bil Meeler

Bill Carlie

Cathy Gaskill

Chris Laning

Ed Lesnick

Eduardo Ysern

Gary Evans

Greg Allen-Anderson

Ingrid Swenson

Jerry Knutson

Kate Joseph

Liz Jenkins

Minerva Glidden

Ray Jenkins

Robin Sibley

Stephanie Preston

Tom Gottshalk

Vicki Carlie

Respectfully Submitted,

Ed Lesnick, Recording Clerk

OMM TREASURER'S BUDGET REPORT As of 9/30/16

Chart of Accounts	2015 BUDGET	2016 Revenue		2016 Budget	
REVENUE					
5100 Support Gifts	\$ 11,000.00	\$4,358.00		\$ 9,000.00	48.42%
5200 Reimbursement/Use of MH	\$ 2,600.00	\$1,390.00		\$ 4,125.00	
5500 Trustee transfers, yearly	\$ 49,350.00	\$50,350.00		\$ 49,350.00	
5600 Trustee transfers, Grants	\$ 10,000.00	\$15,875.00		\$ 16,875.00	
5800 Reserves allocated to budget	\$ 7,500.00			\$ 6,900.00	
TOTAL REVENUE	\$ 80,450.00	\$71,973.00		\$ 86,250.00	
EXPENSES					
OPERATING EXPENSES		Expenses	% of Budget		Remaining
6010 Repairs & Maintenance	\$ 17,000.00	\$6,227.71	77.85%	\$ 8,000.00	\$ 1,772.29
6040 Housekeeping	\$ 1,800.00	\$1,320.00	73.33%	\$ 1,800.00	\$ 480.00
6045 Pest Control	\$ 1,600.00	\$1,183.00	59.15%	\$ 2,000.00	\$ 817.00
6050 Grounds Care	\$ 2,200.00	\$2,350.00	90.38%	\$ 2,600.00	\$ 250.00
6090 Utilities, MH	\$ 2,300.00	\$1,925.74	68.78%	\$ 2,800.00	\$ 874.26
6100 Insurance	\$ 3,900.00	\$2,955.69	73.89%	\$ 4,000.00	\$ 1,044.31
6110 Utilities, WC	\$ 1,200.00	\$898.25	74.85%	\$ 1,200.00	\$ 301.75
6120 Taxes, City Services	\$ 1,250.00	\$0.00	0.00%	\$ 1,300.00	\$ 1,300.00
6150 Professional fees	\$ 1,500.00	\$70.00	7.78%	\$ 900.00	\$ 830.00
6160 Property Agent	\$ 9,000.00	\$9,100.00	75.83%	\$ 12,000.00	\$ 2,900.00
6500 Other Property Expense	\$ 300.00	\$429.64	85.93%	\$ 500.00	\$ 70.36
TOTAL OPERATING EXPENSES	\$ 42,050.00	\$26,460.03	71.32%	\$ 37,100.00	\$ 10,639.97
6060 Bank Service Charges	\$ 75.00	\$57.50	76.67%	\$ 75.00	\$ 17.50
6070 Phone	\$ 480.00	\$353.68	70.74%	\$ 500.00	\$ 146.32
6155 Treasurer's expenses	\$ 59.00	\$191.29	34.78%	\$ 550.00	\$ 358.71
7030 Outreach & Adult Ed.	\$ 105.00	\$0.00			\$ -
7050 Fellowship & Hospitality	\$ 300.00	\$149.95	37.49%	\$ 400.00	\$ 250.05
7070 Library & Subscriptions	\$ 150.00	\$201.00	80.40%	\$ 250.00	\$ 49.00
7080 Archives	\$ 50.00	\$0.00	0.00%	\$ 50.00	\$ 50.00
7090 Communications	\$ 400.00	\$62.93	15.73%	\$ 400.00	\$ 337.07
7100 Travel	\$ 2,000.00	\$0.00	0.00%	\$ 2,000.00	\$ 2,000.00
7110 Travel for SEYM	\$ 2,000.00	\$395.00	19.75%	\$ 2,000.00	\$ 1,605.00
7150 Care & Community	\$ 1,000.00	\$0.00	0.00%	\$ 1,000.00	\$ 1,000.00
7170 Peace & Social Concerns	\$ 100.00	\$0.00	0.00%	\$ 100.00	\$ 100.00
7200 SEYM Field Secretary for Earthcare		\$0.00	0.00%	\$ 1,250.00	\$ 1,250.00
7210 Young Friends Group	\$ 2,800.00	\$1,700.00	56.67%	\$ 3,000.00	\$ 1,300.00
7220 SEYM	\$ 4,911.00	\$4,958.21	100.96%	\$ 4,911.00	\$ (47.21)
7230 Worship & Ministry	\$ 200.00	\$0.00	0.00%	\$ 250.00	\$ 250.00
7500 Other expenses	\$ 300.00	\$46.92	15.64%	\$ 300.00	\$ 253.08
TOTAL ACTIVITIES	\$ 14,930.00	\$8,116.48	47.64%	\$ 17,036.00	\$ 8,919.52

CHARITABLE ACTIVITIES

7300	Homeless Ministry	\$ 3,200.00	\$126.00	3.15%	\$ 4,000.00	\$ 3,874.00
7400	Special Ministry Projects	\$ 3,000.00	\$2,414.70	48.29%	\$ 5,000.00	\$ 2,585.30
8240	Meeting Projects	\$ 270.00	\$0.00	0.00%	\$ 190.00	\$ 190.00
8330	Scholarships	\$ 1,000.00	\$240.00	16.00%	\$ 1,500.00	\$ 1,260.00
8500	Donations	\$ 1,000.00	\$725.00	72.50%	\$ 1,000.00	\$ 275.00
8600	Grants	\$ 10,500.00	\$875.00	5.51%	\$ 15,875.00	\$ 16,000.00
9000	Pendle Hill S.F. Award	\$ 7,500.00	\$0.00	0.00%	\$ 6,900.00	\$ 6,900.00
TOTAL CHARITABLE ACTIVITIES		\$ 26,470.00	\$4,380.70	12.71%	\$ 34,465.00	\$ 30,084.30
TOTAL EXPENSES		\$ 83,450.00	\$38,957.21	43.97%	\$ 88,601.00	\$ 49,643.79

General Fund 2016 Budget

Revenue	\$71,973.00
Expenses	\$38,957.21
Received from Trustees for 2016	\$66,225.00
SEYM Budget for FY2017 will be:	\$5,998.00

General Fund Assets AS of 9/30/16

Checking Acct. Bal.	\$40,339.07
Savings Account	\$30,113.39
TOTAL	\$70,452.46

PENDLE HILL SCHOLARSHIP FUND

Beginning Balance	\$ 7,500.00
Awards	\$ 600.00
Ending Balance	\$ 6,900.00
Reserves in Checking (#9000)	

Presented by Tom S. Gottshalk, Treasurer
Orlando Monthly Meeting of the
Religious Society of Friends, Inc.

**Orlando Monthly Meeting
Media Consent and Release Form**

Youth's Name _____

I hereby consent to the participation in interviews, the use of quotes, and the taking of photographs, movies or video recordings of the Youth named above by Orlando Monthly Meeting.

I also grant to Orlando Monthly Meeting the right to edit, use and reuse said products for non-profit purposes including use in print, on the internet and all other forms of media.

I also hereby release Orlando Monthly Meeting and its agents and employees from all claims, demands, and liabilities whatsoever in connection with the above.

Name of Parent/Guardian _____

Signature of Parent/Guardian _____

Date _____

Address of Parent/Guardian _____

**Basic Rights and Responsibilities for All While Present
at Orlando Quaker Meeting House Property**

We agree to respect each other's rights while we are at Orlando Quaker Meeting House and to behave in a manner consistent with the purposes, values and goals of the Quakers of Orlando.

Our rights and responsibilities on Quaker Meeting House and property include but are not limited to the following:

1. I have the right to have my belongings untouched. I will not touch or take any items that do not belong to me nor will I bring stolen items to the property, such as shopping carts.
2. I have the right to say "No." I will accept "No" as an answer without arguments or any threat.
3. I have the right to seek help safely by speaking to the Clerk of the Meeting or other designated person. I will not beg others for money or other favors.
4. I have the right to feel safe at Orlando Quaker Meeting House. I will act safely and respectfully toward others and never use any threatening behavior.
5. I will not engage in any illegal activity or behavior.
6. I have the right to a drug and alcohol-free space at Orlando Quaker Meeting House. I will not use or be under the influence of illegal drugs or alcohol in any area of Orlando Quaker Meeting House property.
7. I have the right to use the toilet and wash my hands after using the toilet. I will not use the toilet area or any other area on the property for bathing, shaving or any other lengthy purpose that prevents others in need from using the toilet.
8. I have the right to a clean, dry, safe toilet and sink area. I will leave this area clean, dry and safe for the next user.
9. I have the right to a quiet, undisturbed worship hour at Orlando Quaker Meeting House. I will support the worship hour by sitting quietly and not making a disturbance. I will not repeatedly get up and go to the toilet, kitchen or other areas, then return to the worship space.
10. I have the right to be fully clothed at Orlando Quaker Meeting House, and a collection of clean shirts and sweaters is available if needed. I will be fully clothed at all times both indoors and outdoors.

I understand that when one or more of these agreements is broken, these consequences will follow.

1. First verified breach of the agreement: I will be given one reminder of the agreement by the Clerk of the Meeting or other designated person.
2. Second verified breach of the agreement: I will have to leave the Meeting House property immediately. I will be welcomed to return in one week.

3. Third verified breach of the agreement: I will have to leave the Meeting House property immediately. I will be welcomed to return in one month.
4. Fourth verified breach of the agreement: I will have to leave the Meeting House property immediately. I will be welcomed to return only with the approval of the Meeting as a Whole at a Meeting for Worship with Attention to Business.
5. Illegal Behavior: The Quakers of Orlando reserve the right to call for assistance from law enforcement with any illegal behavior at the Orlando Quaker Meeting House.

My attendance at Orlando Quaker Meeting House implies my consent to this agreement.