

**Orlando Monthly Meeting
Meeting for Business Minutes
6-11-2017**

Meeting Clerk, Stephanie Preston, convened the meeting at 11:48 am.

Friends settled into worshipful, attentive silence in preparation for 6th-month Meeting for Worship with an Attention to Business.

Presiding Clerk's Message and Queries – Stephanie Preston

Reading

“You are the light of the world. A city on a hill cannot be hid. No one after lighting a lamp puts it under a bushel basket, but on the lamp-stand, and it gives light to all the house. In the same way, let your light shine before others, so that they may see your good works, and give glory to your Father in heaven.” *Matthew 5:14-16*

“Each of us has unique and creative contributions to make as we allow the Light to shine through us. A meeting community needs the God-given leadings and spiritual gifts of each of its members. Individuals, in turn, need the meeting community to be a safe place to explore whether their leadings are from the Light and to exercise their gifts and abilities. This individuality and diversity of gifts can develop and be celebrated because the unity of the group resides in the Spirit through real connections and commitments to God and to each other, not in outward conformity.” Excerpt From: *SEYM Faith and Practice, Chapter 4. Blessed Community*. Southeastern Yearly Meeting of the Religious Society of Friends.

Queries

Do we recognize that the Spirit works in the world through us?
Are we patient and considerate towards those we find difficult to understand or like?
Are our meetings accessible and welcoming to everyone?

Treasurer Report – Tom Gottschalk The Treasurer said OMM had completed payment for the A-V System. The system will be insured as part of the Meeting's current insurance coverage for \$15,000 at a nominal fee. The system purchase is noted on line 6500 of the Treasurer's report.

Unused and static line item accounts were noted. Charitable Contributions, for example, shows only 7.57% spent in the fiscal year. The General Fund (Checking Account + Savings Account) balance is \$84,269.53. The half-year report will be given at the July business meeting.

Trustees' Update - Chris Laning, the Trustees' clerk noted the investment challenges brought on by the recent sale of Cisney House. The Clerk discussed the sale in relation to the OMM investment policy. We have been advised that investment prospects are difficult to project.

The Trustees will receive additional input from Friends Fiduciary in assessing the funds from the Cisney House sale. In line with OMM policy, the central concern is with long-term investment and appreciation along with income for the Meeting's operation. Also to be considered is the flexibility in the OMM investment policy.

The Trustees' Clerk shared an allocation pie graph (June 2017) of the OMM portfolio distribution. (Attached)

The report is accepted with gratitude.

Property Committee - Ray Jenkins. Ray explained the committee's report on the process of employing a property caretaker. This new position replaces the previous Property Manager role. The Property Committee's report is attached.

Our new audio-visual system has been installed. Many thanks go to our Property Committee. The wireless microphones and projector are already being used. The June Meeting for Worship with an Attention to Business is the first meeting using the new audio and video system.

Following comments, a minute was approved. The Property Committee report was accepted.

2017-06.01 Friends authorize the Property Committee to see a way forward in the retaining of an independent contractor as a part time Property Caretaker according to the committee's report. The committee will provide an update at the July meeting.

Grants Committee - Bill Carlie Bill noted for Friends that \$16000 is provided in the 2017 budget for grants to Quaker, local and overseas organizations.

The preliminary recommendations for grants for 2017 include some organizations which we have supported for several years and a few new names.

We recommend that money is sent to several organizations immediately and have held some over until year end.

We also recommend that some portion of the grants budget remains unallocated until the end of the year in case something occurs which we may wish/need to support.

The Committee recommends distribution of \$10,250 in grants to specified Quaker, local and overseas organizations. The remaining \$5750 is retained for future disbursement. The specific recipients and amounts are on file with the Treasurer.

2017-06.02 OMM approves the Grants Committee Report and distribution of funds as stated in the guidelines and the report.

Hospitality Committee - Kate Joseph. The committee will organize, with the assistance of the Meeting, a September Jumble sale (i.e., a "yard sale" fundraiser) which is still in the preliminary planning stage. There is support for such a project. A similar sale was held two years ago. The event is to be advertised in the weekly Quaker Notes.

Worship & Ministry Committee - Vicki Carlie

To expand topics and interest in the weekly Conversation to Explore the Committee recommends that individuals outside of the Meeting be invited to share a topic in line with Quaker testimonies and concerns. Vicki presented proposed guidelines for outside (guest) presenters.

Following consideration of the proposed guidelines, Friends spoke to inviting presenters to worship with us on the day of their visit and to include the clock times in the Guidelines.

2017-06.03 Friends approve the Guidelines for Outside Presentations at Conversion to Explore, as amended. Vicki Carlie will make the needed changes as requested. [Note: The revised guidelines are attached to these minutes with the changes to Item #9.]

Liz Jenkins brought forward an item of immediate concern regarding the Young Friends weekly program. To wit:

While the program has shown good results, the Young Friends need more teachers and adult members to fulfill the role of the second person to be present policy requirement. Changes in current personal commitments have exacerbated the problem. Happily, in open discussion of the upcoming YF first day sessions, the necessary Friends offered to fulfill these critical needs.

Peace & Social Concerns (Committee of the Whole) - In remembrance of the Pulse tragedy (one year ago to the date) and dedication to the 49 victims, "Orlando United Day: A day of love and kindness," was proclaimed by the city. There are numerous events, exhibits and vigils in the area on Monday, June 12. This information was shared with Friends.

Following the reading of the numbered minutes and brief, silent worship, the Clerk ended the meeting at 1:20 pm.

In attendance:

Bill Carlie	Kate Joseph	Steven Riddle
Cathy Gatskill	Liz Jenkins	Tom Gotschall
Chris Laning	Minerva Glidden	Vicki Carlie
Ed Lesnick	Ray Jenkins	
Greg Allen-Anderson	Stephanie Preston	

Faithfully submitted by Ed Lesnick, Recording Clerk

OMM TREASURER'S BUDGET REPORT FOR May 2017

Chart of Accounts	2016 Budget	2017 Revenue	% of Budget	2017 Budget	Remaining
				Proposal	
5100 Support Gifts	\$ 9,000.00	\$2,272.00	25.24%	\$ 9,000.00	\$ 6,728.00
5200 Reimbursement/Use of MH	\$ 4,125.00	\$2,310.00	115.50%	\$ 2,000.00	\$ (310.00)
5500 Trustee transfers, yearly	\$ 49,350.00	\$62,000.00		\$ 62,000.00	
5600 Trustee transfers, Grants	\$ 16,875.00	\$16,000.00		\$ 16,000.00	
5700 Return Credit		\$1,238.82			
5800 Reserves allocated to budget	\$ 6,900.00	\$6,900.00		\$ 6,900.00	
TOTAL REVENUE	\$ 86,250.00	\$90,720.82		\$ 95,900.00	

EXPENSES

OPERATING EXPENSES		Expenses	% of Budget		Remaining
6010 Repairs & Maintenance	\$ 8,000.00	\$805.03	6.71%	\$ 12,000.00	\$ 11,194.97
6040 Housekeeping	\$ 1,800.00	\$1,550.00	86.11%	\$ 1,800.00	\$ 250.00
6045 Pest Control	\$ 2,000.00	\$390.00	19.50%	\$ 2,000.00	\$ 1,610.00
6050 Grounds Care	\$ 2,600.00	\$1,060.00	29.44%	\$ 3,600.00	\$ 2,540.00
6090 Utilities, MH	\$ 2,800.00	\$929.63	30.99%	\$ 3,000.00	\$ 2,070.37
6100 Insurance	\$ 4,000.00	\$2,969.96	74.25%	\$ 4,000.00	\$ 1,030.04
6110 Utilities, WC	\$ 1,200.00	\$404.71	33.73%	\$ 1,200.00	\$ 795.29
6120 Taxes, City Services	\$ 1,300.00	\$0.00	0.00%	\$ 1,300.00	\$ 1,300.00
6150 Professional fees	\$ 900.00	\$70.00	7.78%	\$ 900.00	\$ 830.00
6160 Property Agent	\$ 12,000.00	\$4,000.00	33.33%	\$ 12,000.00	\$ 8,000.00
6500 Other Property Expense	\$ 500.00	\$12,800.54	106.67%	\$ 12,000.00	\$ (800.54)
TOTAL OPERATING EXPENSES	\$ 37,100.00	\$24,979.87	46.43%	\$ 53,800.00	\$ 28,820.13
6060 Bank Service Charges	\$ 75.00	\$50.00	66.67%	\$ 75.00	\$ 25.00
6070 Phone	\$ 500.00	\$221.05	36.84%	\$ 600.00	\$ 378.95
6155 Treasurer's expenses	\$ 550.00	\$87.66	14.61%	\$ 600.00	\$ 512.34
7030 Outreach & Adult Ed.		\$0.00	0.00%	\$ 1,000.00	\$ 1,000.00
7050 Fellowship & Hospitality	\$ 400.00	\$445.44	14.85%	\$ 3,000.00	\$ 2,554.56
7070 Library & Subscriptions	\$ 250.00	\$220.96	88.38%	\$ 250.00	\$ 29.04
7080 Archives	\$ 50.00	\$0.00	0.00%	\$ 50.00	\$ 50.00
7090 Communications	\$ 400.00	\$0.00	0.00%	\$ 400.00	\$ 400.00
7100 Travel	\$ 2,000.00	\$0.00	0.00%	\$ 2,000.00	\$ 2,000.00
7110 Travel for SEYM	\$ 2,000.00	\$0.00	0.00%	\$ 2,000.00	\$ 2,000.00
7150 Care & Community	\$ 1,000.00	\$500.00	50.00%	\$ 1,000.00	\$ 500.00
7170 Peace & Social Concerns	\$ 100.00	\$0.00	0.00%	\$ 100.00	\$ 100.00
7200 SEYM Field Secretary for Earthcare	\$ 1,250.00	\$0.00	0.00%	\$ 1,250.00	\$ 1,250.00
7210 Young Friends Group	\$ 3,000.00	\$1,300.00	43.33%	\$ 3,000.00	\$ 1,700.00
7220 SEYM	\$ 4,911.00	\$5,998.00	100.00%	\$ 5,998.00	\$ -
7230 Worship & Ministry	\$ 250.00	\$0.00	0.00%	\$ 250.00	\$ 250.00
7500 Other expenses	\$ 300.00	\$0.00	0.00%	\$ 300.00	\$ 300.00
TOTAL ACTIVITIES	\$ 17,036.00	\$8,823.11	40.34%	\$ 21,873.00	\$ 13,049.89

CHARITABLE ACTIVITIES

7300	Homeless Ministry	\$ 4,000.00	\$0.00	0.00%	\$ 4,000.00	\$ 4,000.00
7400	Special Ministry Projects	\$ 5,000.00	\$2,137.00	42.74%	\$ 5,000.00	\$ 2,863.00
8240	Meeting Projects	\$ 190.00	\$0.00	0.00%	\$ 190.00	\$ 190.00
8330	Scholarships	\$ 1,500.00	\$180.00	12.00%	\$ 1,500.00	\$ 1,320.00
8500	Donations	\$ 1,000.00	\$300.00	30.00%	\$ 1,000.00	\$ 700.00
8600	Grants	\$ 15,875.00	\$0.00	0.00%	\$ 16,000.00	\$ 16,000.00
9000	Pendle Hill S.F. Award	\$ 6,900.00	\$0.00	0.00%	\$ 6,900.00	\$ 6,900.00
TOTAL CHARITABLE ACTIVITIES		\$ 34,465.00	\$2,617.00	7.57%	\$ 34,590.00	\$ 31,973.00
TOTAL EXPENSES		\$ 88,601.00	\$36,419.98	33.03%	\$110,263.00	\$ 73,843.02

General Fund 2017 Budget

Revenue	\$ 90,720.82
Expenses	\$ 36,419.98
Trustee Transfer	\$78,000.00
SEYM Budget for FY2017 will be:	\$5,998.00

General Fund Assets

Checking Acct. Bal.	\$54,105.98	As of 6/8
Savings Account	\$30,163.55	As of 6/8
TOTAL	\$84,269.53	

PENDLE HILL SCHOLARSHIP FUND

Beginning Balance	\$ 7,500.00	
Awards	\$ 600.00	
Ending Balance	\$ 6,900.00	(\$1225.00 Refunded)
Reserves in Checking (#9000)		

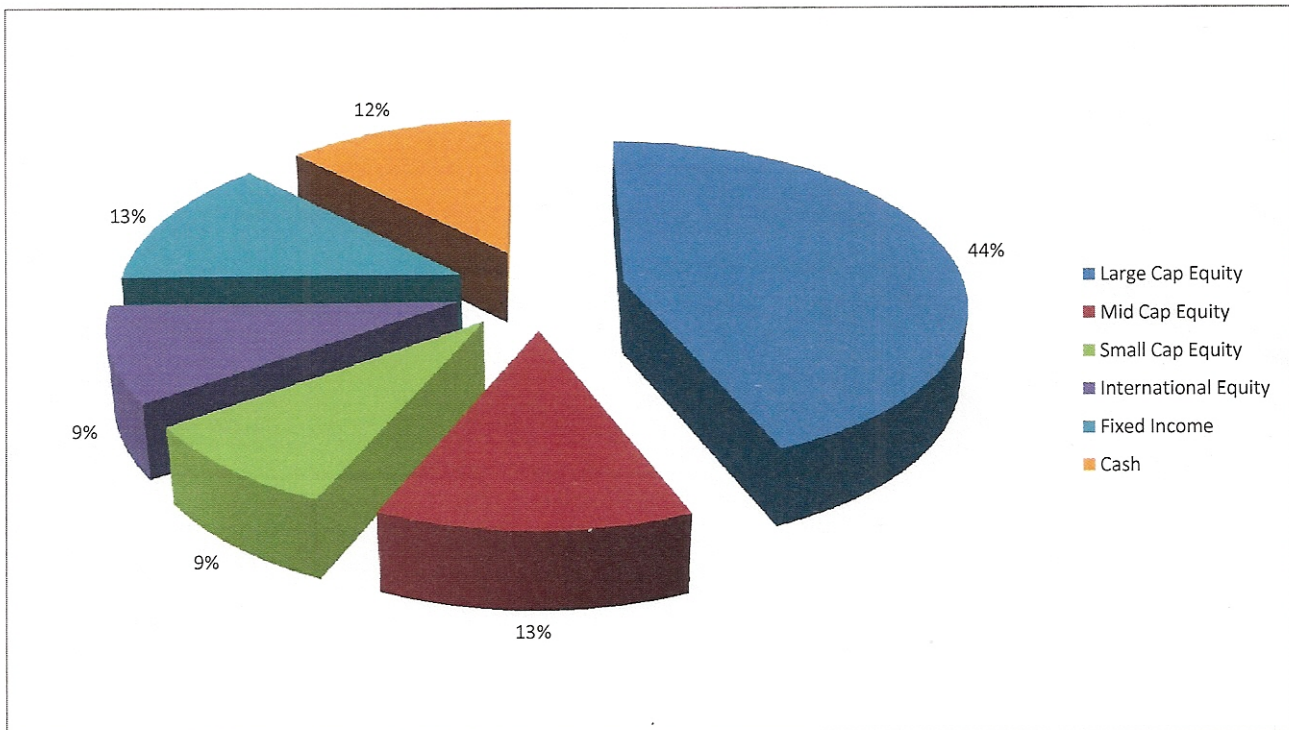
Presented by Tom S. Gottshalk, Treasurer
Orlando Monthly Meeting of the
Religious Society of Friends, Inc.
Budget Report for May, 2017

ALLOCATION REPORT

Prepared for Incorporated Trustees of Orlando Religious Society of Friends

PORTFOLIO ALLOCATION (as of 06-06-17)

Large Cap Equity	\$923,369	43.85%
Mid Cap Equity	\$266,899	12.68%
Small Cap Equity	\$184,379	8.76%
International Equity	\$198,418	9.42%
Fixed Income	\$271,400	12.89%
Cash	\$261,145	12.40%
TOTAL	\$2,105,611	100.00%



ORLANDO QUAKERS
PROPERTY COMMITTEE
AGENDA NOTES

DATE: JUNE 8, 2017

LOCATION: ORLANDO QUAKER MEETING HOUSE

MEMBERS IN ATTENDANCE: Ray Jenkins (clerk), Chris Laning and
Gary Evans

ITEMS:

1. CHANGE the position title title from to property manager
To Part Time Property Caretaker.

2. DUTIES POSITION

Perform light maintenance and cleaning, oversee contractors, create and maintain maintenance records, monitor parking lot, purchase supplies.

Be able to work with minimal supervision as Independent Contractor; Requires reliable transportation, good credit, references, background check, and insurance. Near downtown Orlando

3. MONETARY COMPENSATION FOR THE POSITION.
\$20-25 per hour 8 hours per week

4. PROPERTY POSITION WAY FORWARD.

Property Committee presents these criteria to the Meeting with the request to provisionally hire a qualified candidate if such a candidate is found, subject to final approval by subsequent meeting for business.

Ad placement: Craigs List
ORANGE Technical College
Employment Websites
Park Lake Presbyterian

Set up contact venues

Create and post an ad

Property Committee will meet to create application form review resumes.
Property Committee will make recommendations to meeting for business.

5. SECURITY CONCERN FOR THE PROPERTY
yes

6. OPTIONS TO ADDRESS PROPERTY SECURITY CONCERN.

Research law enforcement monitored systems (installation, monitoring, false alarms)

7. SECURITY CONCERN / WAY FORWARD.

Check with Treasurer about insurance discount.
Check with LHPS to partner for night security sweep.
Meet Security systems reps as needed.
Present recommendations to meeting for business.

The members in attendance will discuss the agenda items and produce appropriate minutes to determine way forward.

Ray Jenkins
Clerk
Property Committee

GUIDELINES FOR PRESENTATIONS BY ORGANIZATIONS
AT CONVERSATION TO EXPLORE

Quakers of Orlando • 316 E. Marks St., Orlando, FL 32803

Thank you for agreeing to come and to make a presentation to Orlando Friends Meeting.

Here are a few pointers and parameters that we ask you follow:

- (1) Since Orlando Friends Meeting is a not for profit religious institution with a 501-C3 tax exempt status, we require that your presentation be non- partisan. We ask that your presentation be issue and fact based.
- (2) We ask that you not express support or displeasure for any particular political party or any particular political figure.
- (3) We ask that you limit the lecture portion of your presentation to 20 minutes and then open the presentation to questions- make it as participatory as possible.
- (4) We ask that you be inclusive in your questions, answers and comments, during the open period- giving everyone a chance to participate.
- (5) We ask that everyone's opinion be listened to and respected.
- (6) We ask that you not solicit funds but you may bring materials for distribution.
- (7) We ask that you keep your total presentation to an hour.
- (8) We have audio/visual capabilities- if you wish to use these, please arrive at the rise of Meeting at 11:10 am, and someone will help with set up and familiarize you with the equipment.
- (9) Conversation to Explore begins around 11:30. You are invited to attend our Meeting for Worship (10:00 – 11:00 am), as well as the social time (11:15 am), which is an opportunity to mingle with our membership in a social setting.
- (10) If you have any questions or concerns with these guidelines, please feel free to be in touch with our Conversation to Explore coordinator, Minerva Glidden, at minervaglidden@gmail.com, or 407-438-4145.