

Orlando Monthly Meeting
Meeting for Business
April 8, 2018

Opening of Worship The Supporting Clerk, Jerry Knutson, called for Friends to gather at 11:45 am. The Meeting for Worship With An Attention to Business settled with a brief time of silent worship.

Presiding Clerk Comments With Stephanie in Ohio, as the Supporting Clerk, Jerry Knutson clerked the April Meeting for Worship with Attention to Business. As an introduction and reiteration of comments in the weekly *Quaker Notes* e-newsletter, he stated, " I'd like to propose that we try a few slight changes to make the Business Meeting more of a Meeting for Worship. Near the end of Coffee Hour, I will be partially shutting the divider doors, so Friends will know that Meeting for Worship is already in progress—please enter gracefully. During the Business Meeting, I hope to remember to call for silence often so we can return to being Spirit-led. The microphone will be placed facing the meeting and the clerks' table. After being recognized by the Clerk please proceeded to the mic and speak loudly, clearly, and concisely. As usual, I'd hope that participants would avoid having side conversations."

Meeting Clerk Update During April, Orlando Meeting Clerk, Stephanie Preston-Hughes, is taking a leave of absence from work and the Meeting to attend to her mother's care in Ohio. Meeting holds the both of them in the Light.

Treasurer's Report Treasurer Greg Allen-Anderson presented the March accounting. Some line items are expectedly over budget, including Housekeeping and Facilities. Current cash flow and seasonal expenses, specifically insurance premiums, contribute to the temporary imbalance. A question raised regarding the payment of the Meeting parking lot rental by Lake Highland Prep School will be addressed by the Treasurer. The Treasurer's Report was accepted. [Attachment]

SEYM Youth Worker At the Annual Gathering Business Sessions, SEYM approved the position of Youth and Young Adult Coordinator.

18YM11 Southeastern Yearly Meeting of Friends approves the establishment of a Youth and Young Adult Coordinator position as proposed in the Youth Committee report with financial details to be discerned by the Finance Committee, Trustees, and Youth Committee at the Executive Committee Sixth Month 2018.

The SEYM Youth Committee also drafted an initial job description for the Coordinator position. [Attachment]

As discussed at Orlando's December (2017) Meeting for Business, Orlando Friends were asked to provide living accommodations in Webster Cottage for the Coordinator.

The Recording Clerk read the December 2017 minutes narrative which explains the Youth Coordinator proposal and OMM members' initial concerns. [Attachment]

Based on business which transpired at YM Gathering business sessions and OMM's involvement with the project, the Supporting Clark proposed an Ad Hoc Committee be appointed to consider the SEYM's recent approval of a Youth and Young Adult Coordinator and Orlando Meeting's role in the proposal.

Bill Carlie stated SEYM is yet to determine how to fund the project. While the job will be advertised internally, Kody Hersh, who was led to propose the role of youth Coordinator as a ministry, will likely be chosen for the position.

Friends offered comments and considerations as we move forward, including insurance, length of occupancy and the proper (or legal) naming of the resident guest. One expense already foreseen by Orlando Meeting will be insurance costs of housing a resident guest at Webster Cottage. As there are other considerations to be discerned, the following was adopted:

2018.04-01 Friends approve an Ad Hoc Committee comprised of Minerva Glidden (Clerk), Bill Carlie and Ray Jenkins to discern and recommend to the Meeting a course of action regarding accommodating the proposed SEYM Youth and Young Adult Coordinator position. The Ad Hoc Committee will report its recommendation to the 6th Month 2018 business meeting.

Property Committee Ray Jenkins, Committee Clerk, reported face-to-face interviews for the Property Caretaker paid position will commence in a few days. There will be some preliminary phone interviews with other applicants, too.

In order to comply with the local Fire Code, the security bars on Webster Cottage's windows will be removed. Before removing the window bars, a security system will be installed and tested. This system will increase the current monthly fee by \$10.00. In consideration of guests' privacy in the Cottage, the alarm system will not have inside cameras. Cameras may be used for exterior approaches to the cottage.

Groundskeeping was identified to be an ongoing problem. The situation may require engaging another company to service the property.

Friends are in unity that Property Committee should go forward in addressing issues raised by their report.

Worship & Ministry: Friend Minerva explained, and Friends viewed a trailer from the 90-minute film "Quakers – Quiet Revolutionaries." It is proposed to show the video in the meetinghouse on a Mid-July evening. An emphasis is placed on joining with the meeting's youth as a full community in this viewing venture.

Given several questions, suggestions, and concerns, the Worship & Ministry Committee will consider Friends' input and report a recommendation to the Meeting.

Trustees Chris Laning, Clerk of Trustees, reports that \$690,000 was transferred to Orlando Meeting's account with Friends Fiduciary. A deposit will be made each of four consecutive quarters.

Hospitality The April calendar provides us with a 5th Sunday. Therefore, a pot luck luncheon can be enjoyed, or there is the opportunity for visitation to another SEYM monthly meeting.

Following the reading of the one numbered minute, the Presiding Clerk ended the Meeting with silent worship at 12:54 PM.

In attendance: Bill Carlie, Vicki Carlie, Minerva Glidden, Greg Allen-Anderson, Jerry Knutson, Kate Joseph, Tom Gottshalk, Gary Evans, Chris Laning, Ray Jenkins, Liz Jenkins and Ed Lesnick (Recording Clerk).

OMM TREASURER'S BUDGET REPORT FOR March 2018

Chart of Accounts	2017 Budget	2018 Revenue	% of Budget	2018 Budget	Remaining
-------------------	-------------	--------------	-------------	-------------	-----------

REVENUE

Target 25%

5100 Support Gifts	9,000.00	1,346.00	27%	5,000.00	3,654.00
5200 Reimbursement/Use of MH	2,000.00	750.00	31%	2,400.00	1,650.00
5500 Trustee transfers, yearly	62,000.00	62,000.00	100%	62,000.00	0.00
5600 Trustee transfers, Grants	16,000.00	16,000.00	100%	16,000.00	0.00
5700 Return Credit					0.00
5850 Donations for Special Ministry			0%	5,500.00	5,500.00
TOTAL REVENUE	89,000.00	80,096.00	88%	90,900.00	10,804.00

EXPENSES

OPERATING EXPENSES	Budget 2017	2018 Expenses	% of Budget	Budget 2018	Remaining
6010 Repairs & Maintenance	12,000.00	1,425.59	14%	10,000.00	8,574.41
6040 Housekeeping	1,800.00	2,950.00	37%	8,000.00	5,050.00
6045 Pest Control	2,000.00	234.00	12%	2,000.00	1,766.00
6050 Grounds Care	3,600.00	360.00	10%	3,600.00	3,240.00
6090 Utilities, MH	3,000.00	1,185.63	33%	3,600.00	2,414.37
6100 Insurance	4,000.00	1,293.54	29%	4,500.00	3,206.46
6110 Utilities, WC	1,200.00	276.16	23%	1,200.00	923.84
6120 Taxes, City Services	1,300.00		0%	1,300.00	1,300.00
6150 Professional fees	900.00	70.00	8%	900.00	830.00
6160 Property Agent	12,000.00		0%	8,000.00	8,000.00
6500 Other Property Expense	12,000.00	50.36	1%	6,000.00	5,949.64
TOTAL OPERATING EXPENSES	53,800.00	7,845.28	16%	49,100.00	41,254.72
6060 Bank Service Charges	75.00		0%	250.00	250.00
6070 Phone	600.00	88.42	15%	600.00	511.58
6155 Treasurer's expenses	600.00	132.30	22%	600.00	467.70
7030 Outreach & Adult Ed.	1,000.00		0%	1,000.00	1,000.00
7050 Fellowship & Hospitality	3,000.00	651.84	22%	3,000.00	2,348.16
7070 Library & Subscriptions	250.00		0%	500.00	500.00
7080 Archives	50.00		0%	50.00	50.00
7090 Communications	400.00		0%	400.00	400.00
7100 Travel	2,000.00		0%	1,000.00	1,000.00
7110 Travel for SEYM	2,000.00		0%	2,000.00	2,000.00
7150 Care & Community	1,000.00		0%	1,000.00	1,000.00
7170 Peace & Social Concerns	100.00		0%	100.00	100.00
7200 SEYM Field Secretary for Earthcare	1,250.00		0%	1,250.00	1,250.00
7210 Young Friends Group	3,000.00	850.00	28%	3,000.00	2,150.00
7220 SEYM	5,998.00		0%	5,998.00	5,998.00
7230 Worship & Ministry	250.00		0%	500.00	500.00
7500 Other expenses	300.00		0%	300.00	300.00
TOTAL ACTIVITIES	21,873.00	1,722.56	8%	21,548.00	19,825.44

Cash Flow Forecast Vs Actual

	Budget	Actual
Beginning Cash	54,300.71	54,300.71
Change In Net Assets	(15,338.00)	70,528.16
Ending Cash	38,962.71	124,828.87

Presented by Gregory Allen-Anderson, Treasurer
Orlando Monthly Meeting of the
Religious Society of Friends, Inc.

Budget Report For Mar 2018

From OMM Minutes, December 2017

Request for Discernment for a SEYM Youth Secretary

Mira Tanna brought forth a request from the SEYM Youth Committee.

SEYM is discerning the position of Youth Secretary, a volunteer position for a two-year term, with a small stipend and health care benefits. Cody Hirsch, (Miami) has proposed the ministry in which he would serve. The position will begin in January 2019.

SEYM Youth Committee requests Webster Cottage as the residence for the Youth Secretary.

Friends offered several observations on the use of Webster Cottage as an accommodation for a permanent guest. There is regular Sunday morning use of the Cottage by OMM youth group (First Day School) and other activities (spiritual deepening, piano lessons, etc.) conducted on the premises. If we are to go forward, the OMM Youth should be part of the discernment.

Continuous use will impact maintenance and utility costs. Possible increased Insurance coverage may occur. Webster Cottage is customarily used to host traveling Friends for a day or two. Hosting a permanent resident would constrict, if not eliminate, such use. A cautionary parallel was made with Cisney House and using Orlando MM property as rental space and the resources (human and financial) required in managing the abode.

Friends will continue their discernment.

Youth Committee Report • Yearly Meeting 2018

Proposed SEYM Youth & Young Adult Coordinator

Job Description – SEYM Youth and Young Adult Coordinator

This is a part-time volunteer position. The coordinator is expected to work an average of 24 hours / week, or equivalent of 3 days per week.

The SEYM Youth Coordinator will coordinate events for youth at SEYM gatherings and youth retreats, support monthly meetings in their outreach to youth and in religious education, and will connect SEYM youth to opportunities in the wider Quaker fellowship.

Qualifications:

The individual must:

- Be thoroughly familiar with SEYM's Quaker Faith and Practice and be experienced in Quaker process;

- Be knowledgeable of Friends organizations and institutions, particularly those involving youth;

- Certification as a successful completer of the SEYM Child Abuse Prevention Program (CAPP);

- Complete the Child Abuse Prevention Training and comply with any additional screening required by state law, SEYM or SEYM's insurance provider;

- Provide at least two professional references from someone familiar with the individual's work with children, preferably in a Quaker setting.

The individual should have:

- At least one year of successfully experience working with youth in a Quaker setting;

- At least one year of experience in successfully planning events, with preferred experience in planning youth retreats;

- An understanding of child development and conscious discipline techniques;

- Strong written and verbal communication skills, and an ability to communicate with a wide variety of people using a variety of communication platforms;

- The ability to acquire a Florida Driving License;

- The ability to create a welcoming and inclusive environment for all youth participants in SEYM.

Preferred Qualifications:

- Be a member of Southeastern Yearly Meeting;

- Experience in curriculum development for Quaker religious education.

Responsibilities:

- Help coordinate youth programming for SEYM Yearly Meeting, including recruiting and training volunteers, in consultation with the SEYM Youth Committee;

- Attend Half Yearly Meeting and provide support and fellowship for participating youth, setting an inclusionary tone for this unprogrammed gathering;

Organize at least two all ages family retreat or gathering a year, for SEYM families with children, secondary school aged youth and / or young adult Quakers outside of Yearly / Half-Yearly Meeting;

Conduct at least one training per year on religious education for SEYM monthly meetings;

Provide guidance, curriculum and resources on working with youth, on First Day School, and on Child Abuse Prevention at the request of monthly meetings within SEYM;

Develop a list of curriculum resources for youth programming within SEYM;

Conduct outreach to Quaker youth and youth who may be interested in Quakerism in the SEYM region, producing outreach materials that can be used by SEYM monthly meetings;

Provide information and resources on volunteer and educational opportunities in the wider Quaker fellowship to SEYM youth;

Provide quarterly reports to the Youth Coordinator Support Committee on work undertaken, on upcoming plans and on challenges encountered;

Attend Fall Interim Business Meeting and Winter Interim Business Meeting to report on youth activities in coordination with the Youth Committee;

Provide support for the Child Abuse Prevention Program (CAPP) in partnership with the CAPP Coordinator, assisting with trainings, background checks and ensuring the integrity of the CAPP program as needed;

Supervision and Support:

The SEYM Youth Coordinator will be supervised and supported by the Youth Coordinator Support Committee, composed of the clerk and one other member of the SEYM Youth Committee and two members appointed by SEYM Executive Committee. The Support Committee will meet monthly by phone or in person to assess the progress of the Youth Coordinator, to support the Youth Coordinator in any challenges they have encountered, to determine the duration of service for the Youth Coordinator, and to develop a plan for laying down the position when the time comes in a manner that sustains the participation of SEYM youth and families.

Stipend and Benefits:

The Youth Coordinator receives a monthly stipend to cover food and toiletries, transportation and health care needs not met by insurance. The Youth Coordinator receives housing which includes a private bedroom, and may include shared or private kitchen, bathroom and living quarters. SEYM will cover a reasonable cost of utilities and health insurance for the Coordinator. The Youth Coordinator may be asked to use their personal computer for work-related activities.

Budget for Youth Coordinator Position	Month	Year
Housing		
Utilities payment to monthly meeting host	85	1020
In-Kind provision of housing and internet by a monthly meeting		
Monthly Stipend		
Food / grocery allowance	400	4800
Cell phone allowance	50	600
Bus Pass for Local Transportation	50	600
Medical expenses (co pays, medication, etc.)	150	1800
Personal expenses	100	1200
Health Insurance	250	3000
Regional Transportation	50	600
Development (conferences, retreats)		800
Total	1135	14420