

**Third Haven Friends Meeting  
Meeting for Business  
Minutes for the 6<sup>th</sup> Month, 9,2013**

1. **Call to order:** Candace Shattuck, Clerk of Meeting, gathered together the meeting for worship with attention to business at 11:30AM after a brief period of silence.
2. **Attending:** Luisa Adelfio, Mark Beck, Paige Bethke, Posey Boicourt, Molly Bond, Molly Burgoyne, Larny Claggett, Tom Corl, Mary Cotton, Debbie Cox, Debbie Danser, Doreen Getsinger, Peter Howell, Bill Lane, Connie Lewis, Erik Neil, Sumner Parker, Cynthia Quast, Dee Rein, Nancy Robbins, Adrienne Rudge, Candace Shattuck, Robert Shattuck, Ben Tilghman, Frank Zeigler, and Joyce Zeigler.
3. **Minutes from previous Meeting for Business:** Meeting **approved** the minutes for meeting for business 5<sup>th</sup> Month, 2013.
4. **Overseers:** The Clearness Committee for the membership of Dona Sorce comprised of Molly Burgoyne, Norval Thompson and Adrienne Rudge met on May 27<sup>th</sup> and recommended her approval to Overseers who in turn, brings the recommendation to Meeting. Dona will be a wonderful addition to our Meeting and all **approved** of her membership. A welcoming committee comprised of Adrienne Rudge (convener), Pete Howell and Mary Cotton will meet with Dona soon to express our joy that she is part of our community. For information only, Anne Rouse has communicated that she would like to retain her membership with THFM but will continue as a sojourner at her current Meeting in Greensboro, NC.
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5. **Treasurer's Report:** Treasurer Cynthia Quast gave an updated report of our Income and Expenses and our Balance Sheet. Both of these will be reprinted on the website and placed in the newsletter. Through May, we have received \$55,689.16 or about 90% of our budget. Our total expenses are \$46,943.66 or about 76% of our budget. She estimates that the monthly expense for June will run about \$9000, including our final \$4000 payment to PYM and \$1500 in planned contributions to Quaker organizations. We have received a \$4500 reimbursement from the Trustees for the new mower. Bottom line, she believes that it will be close at the end of our fiscal year, June 30, but she estimates that annual income should be close to equal with expenses. The Meeting **approved** that checks amounting to \$250 each be sent to the following six organizations: American Friends Service Committee, Friends Committee on National Legislation, Friends General Conference, Friends Journal, Friends Peace Team and Quaker Earthcare Witness.
6. **Budget & Finance- Approval of Budget for FY13-14:** Bill Lane, Clerk of B&F, reviewed the proposed budget. This will be published on our website and in the newsletter. The income of \$58,400 equals our expenses. A lower amount for member contributions from \$53,850 to \$48,000 has been proposed giving us a more realistic picture of the amount we actually receive from our members.
7. Several individual items were discussed in detail. The first item of discussion was to clarify the Contingency fund. It has primarily been used for Property & Grounds unexpected expenses. Last year it was not used at all.

8. The second item discussed regarded the health insurance policy we currently pay for our caretaker. A notice was received this past week stating that the policy premium would be increased from \$400/month to \$608/month beginning this July. Several suggestions were made regarding this. One was to take the extra money needed from the contingency fund and have the Meeting pay the total amount of the premium. The second was to have our caretaker pay the extra amount while we continue the amount we agreed upon paying last year. The third was have B&F give us more information about the increase in September and let a decision be made then. The Meeting proposed a combination of these suggestions and approved the following plan. We agreed as a Meeting to pay the full \$608/month for July, August and September. In September, P&G will give another report at meeting for business with more information regarding the upcoming changes in health insurance policies with possible recommendations for changes. We agreed for the time being to stay with our allotted budget amount of \$4800 for the caretaker's health insurance. The Dental plan will be dropped but this only amounts to about \$150. P&G is now working on a thorough job description that should cover all expectations better and they will report to Meeting in September on their progress.
  
9. The third item of discussion regarded the Scholarship Fund allocation. A presentation was made bringing us up to date with current finances. The Scholarship Committee has done an excellent job in building an endowment now valued at over \$64,000. Their goal is \$100,000. The first year, they awarded 6 grants at \$5150 total. The second year they awarded 9 grants at \$5250 total. This year they have 11 requests for a total of \$6500 promised. They have \$1887.15 in the bank, \$1000 from the Trustees, and \$1100 from FFF distribution. The shortfall is \$2513. The committee requests \$3000 for this coming FY. Many shared varied opinions regarding this expenditure. Some feel that Scholarships are so integral to our Meeting and support of our young members that all money is well spent. Some felt the one-time increase to \$4000 given last year should not be expected every year and the goal of this endeavor was to be more self-sufficient. Some were concerned about approaching people to contribute to the Scholarship Fund may prevent those members from giving otherwise to the Meeting. Some felt that if the committee has more than enough money in the endowment currently to cover their expenses this year as the Meeting itself is struggling to make sure ends meet. In the end, an agreement was reached. This year, we will approve \$2000 in our budget for the Scholarship Fund but request that \$1000 from the proceeds of the Carriage Shed Sale be given to the Scholarship Fund to help make up the difference in the money they have already promised. We also requested that the committee try to come up with a better yearly schedule that is more in sync with the FY calendar of Meeting. This way we hope they will be able to award grants once they know how much they have to give realizing that every year there may be more and more requests. The committee will give their annual report in September. This was approved with Tom Corl requesting to stand aside.
  10. Carriage Shed Sale: Paige Bethke will be clerk of the Sale. The date picked is Saturday, Oct. 5<sup>th</sup>. We will follow guidelines from the previous year dividing proceeds three ways- Meeting, Local and Non- local needs. Please contact Paige to help her with this project.
  11. FDS Annual Report: Please see the full report. This committee does so much to improve the lives of our children. The report was approved with much thanks.
  
12. Meeting for business was adjourned at 1PM
  
13. Respectfully submitted, Molly Burgoyne
  
14. IMPORTANT POINTS:
  - Approval of membership for Dona Sorce

- Up to date Treasurer's Report given
- FY2013-14 Budget approved with discussion in particular re: Health Insurance premium costs and Scholarship Fund
- Date of CSS set for Saturday October, 5<sup>th</sup>.
- FDS Annual Report approved

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## FDS REPORT TO THE MEETING

June 8, 2013

### TEACHING

This year we focused on teaching about Quakerism including lessons on the Queries, important historical figures, and evolution/ divisions within the faith. A number of Godly plays were given, especially to the younger children.

During the past summer there was a series of programs directed at enlarging the understanding of world issues in emerging nations. This was followed up by students helping to decide on how some Shoffner funds would be directed through various non-profit agencies.

### ATTENDANCE

Attendance was highly variable ranging from zero to eight on any given Sunday, both for the younger, and for the older children. We do not see this changing. We are thinking about having all children retain a notebook and check-off list for the teaching they have been in attendance for. This may mean some one on one teaching sessions.

### SERVICE & APPLICATION

- Jointly with Testimony & Concerns, offered financial support and maintained correspondence with 2 Bolivian students.
- Studied options for allocating Schoffner funds and presented results to the Meeting.
- Maintained Third Haven FDS traditions: carried doves in PEACE sponsored parade, decorated wreaths for TH buildings, presented a short holiday program, colored eggs for Easter egg hunt, and staffed a prayer flag booth at the Multicultural Festival.

### THANKS

We are grateful to all those who helped teach the children this year: Catherine Cripps, Cathy Thompson, Susan Claggett, Sally Claggett, Lorraine Claggett, Larny Claggett, Lisa Johnson, Paige Bethke, Candace Shattuc, Ralph Young, Mark Beck, & Beth Mufson.

### CHANGES

We are very sad to see the Barrett family leave since they have been such a big part of the program for the past several years; they assure us that they will continue to visit when they are back in the area.

Submitted by Beth Mufson.

