

## FRIENDS MEETING OF SAN ANTONIO

### Meeting for Worship with Attention to Business

March 19, 2017

Come, you who are blessed by my Father, inherit the kingdom prepared for you from the foundation of the world. 'For I was a stranger in this land and you welcomed me, I was naked and you clothed me, I was sick and you visited me, I was in prison and you came to me.' Then the righteous will answer him, saying, 'Lord, when did we see you hungry and feed you, or thirsty and give you drink? And when did we see you a stranger and welcome you, or naked and clothe you? And when did we see you sick or in prison and visit you?' And the Lord will answer them, 'Truly, I say to you, as you did it to one of the least of these my brothers, you did it to me.' (Matthew 25:34-40, ESV)

Attending: Bill Wilkinson, Gretchen Haynes, Ken Southwood, Bill Sweet, Pat Sweet, David Novogrodsky, Margarita McAuliffe, Janet Southwood, Carol Balliet, Joni Mize, James Mize, Douglas Balfour, Michelle DiGiacomo, Alice Partain

Meeting for Worship with Attention to Business began in silence at 11:45am.

#### 1. Clerk's Report

Two letters were received in response to mailings sent out on behalf by the co-clerks of Friends Meeting of San Antonio to state representatives about Senate Bill 6 "the bathroom bill". Ina Minjarez of District 124 strongly agreed with Friends Meeting of SA and will vote in opposition to the bill should it come to a vote. Dan Patrick, the lieutenant governor of Texas, also responded, stating that Senate Bill 6 should be supported.

#### 2. Minutes from February Meeting for Worship with Attention to Business. **Approved.**

#### 3. **Treasurer's Report February 2017** – Bill Wilkinson reporting

##### **General**

- ✓ The Meeting's books have now been transferred successfully to QuickBooks, which offers a more stable program environment and provides excellent end user support; which the treasurer needs on occasion.

##### **Balance Sheet**

- ✓ The balance of the Relief Fund is now \$1,195 as the result of transferring last year's unspent budget of \$100 to that fund.

- ✓ \$20,000 was transferred from the Meeting savings account to the Sinking Fund as approved by the Meeting in February.
- ✓ (\$11,913.64) noted in “Unrestricted Net Assets” is the result of transactions that cut across the fiscal year. This included a deposit made on 12/31/2016 that was not credited at the bank until 01/03/2017 and two large checks that were not deposited by the payee until January.
- ✓ There are no other notable activities to report.

### **Statement of Activities**

#### Income:

- ✓ Contributions are tracking well to budget.
- ✓ The only unusual activity to report was that a Friend made a \$25 contribution to the Meeting and designated to support Pam Wilkinson’s participation in the CROP Walk in Austin in remembrance of the previous participation of FMSA children in that same walk in San Antonio.

#### Expense:

- ✓ Childcare expense includes federal incomes taxes owed for the first half of 2016 for our former worker. This expense happens each year in January.
- ✓ Contributions to Others reflects a \$100 gift to David Bristol to support the efforts at Standing Rock and \$25 to Pam Wilkinson for her CROP Walk.
- ✓ Property/Liability insurance was less expensive than budgeted.
- ✓ No other unusual expenses are noted.

Faithfully submitted, Bill Wilkinson, Treasurer

**Report accepted.** Please find Balance and Statement of Activities in the Minutes Appendix.

**4. Finance Committee.** No report.

**5. Ministry and Oversight Committee** - Douglas Balfour reporting.

The members of Ministry and Oversight met at the Meetinghouse on March 1<sup>st</sup>.

- We discussed a recent request to use the Meetinghouse. We decided that the organization involved was not closely enough connected to Quaker principles, so we decided not to approve the use.
- We chose queries for the next two months and outlined a set of forums.
- We were brought up to date on the progress of the Clearness Committee for a recent membership request. (It seems to be going well.)
- We discussed the then-future visit of members of the SCYM Ministry and Care committee, and tasked the Clerk and the Meeting co-Clerk with drafting a letter to them describing what we hoped they could accomplish. (This was done by email later that week.)

- We considered the issue of Meetinghouse signage, which would indicate more clearly that ours is a religious organization. We think that clear signage will help alleviate our problems with outsiders' misuse of our property
  - We were informed of a proposed wording for signs for the Meetinghouse courtyard. We did not, however, see this wording; the proposer was unable to attend. We are supportive of this effort.
  - We did consider wording for signs at the property margins (at the two entrances from Eisenhower Road, at the entrance from the La Fiesta Apartments, at the other end of the hedge facing those apartments, at the entrance to our parking lot, and other places of the Property Committee's choosing). We suggest the following, on plain signs perhaps 10" wide and 14" high:

This is a church.  
 You are welcome here.  
 Please respect our space.  
 No weapons.

Though the "church" language is a tad unusual for Quakers, we thought that it would be the easiest term for our readers to understand. The last line addresses an issue that the Meeting considered some time ago, in as gentle a way as possible.

We thought we should check this wording with the other groups that use our space, but we have not yet done so.

- We hope to meet again in late April when the Clerk is next in town.

Report written by Jim Spickard

Douglas Balfour verbally added to the report that the committee continues to minister to Friends in need to the degree that they are invited to do so.

Discussion over the wording of the proposed signs and their message for both interior and exterior guests was diverse. The proposed wording for the interior and exterior signs will be disseminated widely through email to the Meeting by the co-clerk. Responses to the wording should be sent back to the co-clerk. Implementation of installing and securing the signs will be done by the Property Committee.

**6. Peace and Social Concerns** – no report.

Verbal update on activity given by co-clerk. Margaret Engle is working on a forum for April 9<sup>th</sup> with RAICES and the pros and cons of using the Meeting House facility as a sanctuary for immigrants.

**7. Property Committee** - Bill Sweet reporting

The Property Committee has accomplished several relatively minor tasks such as landscaping, mostly weeding and fire ant control, and storage area housekeeping.

The major problem of rot in the wood soffits, or roof decking, on both sides of the Meetinghouse is still without resolution. The committee is gathering information and will bring a proposal to Meeting for Business for decision.

Ministry and Oversight Committee has discussed wording and design for signage and the Property Committee is looking at possible frames or posts for these signs.

A few verbal suggestions or comments received by the committee are still under active consideration, without decision or action at this time.

Faithfully submitted, James Goslin, James Mize, Stephen Shearer, William Sweet

**Report accepted.**

**Other Concerns:**

**8. Spring Fair, March 19, 2017** - Gretchen Haynes reporting

The official name is Friends' Festival. Most of the personnel lines are filled, but we still need someone to help with the publicity. We have 5 vendors confirmed and Interfaith Welcome Coalition. See the list that is circulating.

Gretchen added to the report verbally that RAICES has also committed to a table and that Stephen Shearer has arranged for a puppy adoption event to be held during the Fair by a local organization. The pony rides and petting zoo that came for the Fair last year has also confirmed for this year.

Bill Wilkinson, as Treasurer, stated that all requests for cash or checks need to be given to him by the week of May 1<sup>st</sup> so that they can be issued on May 7<sup>th</sup>, the Sunday before the Fair.

Bill Wilkinson made clear that had he been at the Meeting for Business last year when the pony rides and petting zoo were approved he would have stood in the way of approval. He will stand aside on this issue because decisions had already been made and acted on, but did want Meeting to know he had previously worked in animal rescue organizations and his view is that "all pony rides and circuses of that type are abusive to animals."

**9. Change of date of April Meeting for Business.**

Meeting date was changed to April 23<sup>rd</sup> to accommodate that many Friends will be attending South Central Yearly Meeting on the regularly scheduled date.

**10. Yearly Meeting Home Groups.**

Gretchen Haynes announced the need for facilitators for Home Groups during the South Central Yearly Meeting, April 13-16, 2017.

## 11. Change name of Religious Education Committee

Name change discussion and its potential impact on the Handbook will be taken back to the RE Committee for discussion.

## 12. Handbook Final Draft

Report of the Handbook Copy Editor

Meeting for Business, March 19, 2017

The most recent version of the Handbook was distributed on February 23 by email to the same email addresses as originally used, except for one person who does not presently have a functional email account and who declined receipt in hardcopy or other form. The deadline for comments was March 10. As of that date, one comment was received.

That comment noted that “stewardship” was omitted from the list of testimonies, the “SPICES”, in Part 1: The Basis. Stewardship was added from the same source as community, the 2011 AFSC booklet *An introduction to Quaker Testimonies*.

As noted in the transmittal email and the attached report, there remain three unresolved issues that the Copy Editor suggests need resolution before the Handbook is approved. These issues are:

- 1) In Part 2, the By-laws Article II states that the 1978 Philadelphia Yearly Meeting Faith & Practice should be consulted for additional, definitive information, whereas Part 3: The Meeting (page 13, lines 8 and 9) states the most recent Philadelphia Yearly Meeting Faith and Practice should be consulted.
  
- 2) The tasks and division of labor between Ministry and Oversight and Inreach/Outreach Committees regarding use of our facilities by outside groups is, or at least, seems, ambiguous. See the comments in red in the Ministry and Oversight section and Annex A, Use of the Meetinghouse. See Appendix 1.
  
- 3) There is unclear text in the By-laws which was present in the electronic version originally given to the present copy editor. See Section I, Article III, 2 and 3, which is reproduced in Appendix 2: the issues is in red typeface and by yellow highlight.

### Appendix 1

#### Ministry and Oversight

- preparing, regularly reviewing, and recommending to business meeting a list of conditions for the use of the meetinghouse by outside groups, **function has been moved to Inreach/Outreach**
- approving applications by new outside groups for use of the meetinghouse premises **when there is a question of their being in** in accordance with the conditions for use approved by Meeting,

## Inreach/Outreach

- Take applications from outside groups that seek to use of meeting premises, referring applications to M&O if they do not conform to current guidelines.

## Appendix 2

2. Trustees: The number of Trustees shall in no event be fewer than three (3). The officers shall be a Clerk, a Treasurer and a Secretary. The term of office of each shall commence in January and shall terminate in January of the following year. Trustees may serve consecutive terms.

Trustees, to whom the title to Meeting property has been entrusted, ordinarily act only under the direction of the Meeting and do not have independent authority to administer or regulate the use of property. Full authority in that regard remains at all times with the Meeting except to the extent that the latter has expressly delegated any such authority to its Trustees.

Discipline, page 180

3. Annual Meeting of the Corporation: An annual meeting shall be held in January of each year at the time of Monthly Meeting for Business. This annual meeting shall be Revised and Approved, 09/19/2010 2

convened by the Trustees at the offices of the Corporation for the purpose of affirming Trustees (and officers) approved by the Meeting and for the transaction of such other business as may come before the Corporation meeting.

Regarding Issue 1; meeting agreed that in Part 3 of the Handbook (page13, lines 8 and 9) it will reference the 1978 Philadelphia Yearly Meeting Faith and Practice instead of “the most recent”.

Regarding Issue 2; meeting agreed that the red lettering in the first item in Appendix 1, “function has been moved to Inreach/Outreach” will be removed and that the red lettering in the second item will be included so that the item should read, “approving applications by new outside groups for use of the meetinghouse premises when there is a question of their being in accordance with the conditions for use approved by Meeting,”.

Regarding Issue 3; notes from the previous handbook revision will be consulted to try to understand the intention of the items in red.

### **MINUTE 2017.03.01: Meeting approved the adoption of the Handbook with the two revisions.**

Great gratitude was expressed to Bill Sweet for all of his hard work, faithfulness and patience in this difficult task. Gratitude was also extended to Carol Balliet for her work to gather materials an advance the issue of having the Handbook revised.

Two hardcopies of the Handbook will be produced; one copy to be kept in the library, the other copy to be kept in the book of minutes for 2017.

There being no further business to come before Meeting, it closed with silent worship at 1:22pm to reconvene on April 23, 2017.

Gretchen Haynes, Co-Clerk

Alice Partain, Recording Clerk

**Appendix**

**FMSA Balance Sheet**

**February 2017**

	<u>28-Feb-17</u>	<u>31-Jan-17</u>	<u>Difference =/-</u>
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · Frost Bank - Checking	\$	\$	
10010 · Cash Flow Reserve	6,000.16	6,000.16	
10020 · Operating Cash	4,755.67	4,315.30	
10030 · Relief Fund	1,195.00	1,195.00	
10040 · Sinking Fund	19,837.47	(362.53)	
10050 · Immigrant Aid	2,176.41	2,176.41	
10060 · RAICES Bond Fund	264.68	264.68	
Total 10000 · Frost Bank - Checking	34,229.39	13,589.02	20,640.37
11000 · Frost Bank - Savings	26,993.09	46,991.34	(19,998.25)
Total Checking/Savings	61,222.48	60,580.36	642.12
Other Current Assets			
18000 · Friends Fiduciary Corporation	\$	\$	
18100 · FFC Consolidated Fund	433,339.89	433,339.89	
18200 · FFC Short-Term Investment Fund	101,488.10	101,488.10	
Total 18000 · Friends Fiduciary Corporation	534,827.99	534,827.99	-
Total Other Current Assets	534,827.99	534,827.99	





# FMSA Statement of Activities

February 2017

	<u>Feb 17</u>	<u>2017 YTD</u>	<u>2017 Budget</u>
Ordinary Income/Expense			
Income			
43400 · Contributions			
43410 · General Contributions	\$ 4,670.00	\$ 5,496.00	\$ 24,000.00
43440 · Designated Contributions			
43441 · General Maintenance	\$ -	\$ -	\$ -
43442 · Immigrant Aid	\$ -	\$ -	\$ -
43443 · Meetinghouse	\$ -	\$ -	\$ -
43444 · RAICES Bond Fund	\$ -	\$ -	\$ -
43445 · Miscellaneous	25.00	25.00	-
<b>Total 43440 · Designated Contributions</b>	<b>25.00</b>	<b>25.00</b>	<b>-</b>
<b>Total 43400 · Contributions</b>	<b>\$ 4,695.00</b>	<b>\$ 5,521.00</b>	<b>\$ 24,000.00</b>
45000 · Bank Interest	1.75	3.75	25.00
46400 · Other Income			
46431 · Facilities Use	255.00	810.00	4,500.00
46432 · Yard/Online Sales	-	-	500.00
46433 · Miscellaneous	-	-	-
<b>Total 46400 · Other Income</b>	<b>255.00</b>	<b>810.00</b>	<b>5,000.00</b>
<b>Total Income</b>	<b>\$ 4,951.75</b>	<b>\$ 6,334.75</b>	<b>\$ 29,025.00</b>
Expense			
62100 · Ministry & Oversight			
62110 · FJ/QL Subscriptions	-	48.00	100.00
62140 · Relief Fund	-	-	100.00
62150 · Travel Fund	-	-	450.00
<b>Total 62100 · Ministry &amp; Oversight</b>	<b>-</b>	<b>48.00</b>	<b>650.00</b>
62500 · Religious Education			
62510 · Childcare	270.00	784.12	3,200.00
62520 · Library	\$	\$	\$

	-	-	100.00
	\$	\$	\$
62530 · Supplies & Misc	-	-	300.00
	<u>\$</u>	<u>\$</u>	<u>\$</u>
<b>Total 62500 · Religious Education</b>	<b>270.00</b>	<b>784.12</b>	<b>3,600.00</b>
<b>62800 · Building &amp; Grounds</b>			
<b>62810 · Cleaning Services</b>			
	\$	\$	\$
68811 · Supplies	-	-	200.00
	\$	\$	\$
62810 · Cleaning Services	560.00	840.00	3,400.00
	<u>\$</u>	<u>\$</u>	<u>\$</u>
<b>Total 62810 · Cleaning Services</b>	<b>560.00</b>	<b>840.00</b>	<b>3,600.00</b>
	\$	\$	\$
62830 · Grounds Maintenance	300.00	600.00	3,600.00
	\$	\$	\$
62840 · Major Repairs	-	-	-
	\$	\$	\$
62870 · Minor Repairs	25.69	25.69	2,000.00
<b>62890 · Utilities</b>			
	\$	\$	\$
62891 · Electric & Gas	168.77	385.68	3,000.00
	\$	\$	\$
62892 · Phone	37.24	74.53	450.00
	\$	\$	\$
62893 · Water & Sewer	128.96	455.60	2,000.00
	<u>\$</u>	<u>\$</u>	<u>\$</u>
<b>Total 62890 · Utilities</b>	<b>334.97</b>	<b>915.81</b>	<b>5,450.00</b>
	<u>\$</u>	<u>\$</u>	<u>\$</u>
<b>Total 62800 · Building &amp; Grounds</b>	<b>1,220.66</b>	<b>2,381.50</b>	<b>14,650.00</b>
<b>63000 · Contributions to Others</b>			
	\$	\$	\$
63100 · Emerging Issues	-	100.00	500.00
	\$	\$	\$
63200 · Designated Gifts (Unbudgeted)	25.00	25.00	-
	\$	\$	\$
63300 · Local Organizations	-	-	1,200.00
	\$	\$	\$
63400 · Quaker Organizations	-	-	700.00
	\$	\$	\$
63500 · RAICES	-	-	-
	<u>\$</u>	<u>\$</u>	<u>\$</u>
<b>Total 63000 · Contributions to Others</b>	<b>25.00</b>	<b>125.00</b>	<b>2,400.00</b>
<b>65000 · Outreach</b>			
	\$	\$	\$
65010 · FJ/QL Advertisement	-	-	150.00
	\$	\$	\$
65020 · Website/New Media	-	-	100.00

65030 · Publications, Printing, Copying	\$ 71.97	\$ 71.97	\$ 350.00
65040 · Supplies	\$ -	\$ -	\$ 125.00
65050 · Refreshments	\$ -	\$ -	\$ 250.00
<b>Total 65000 · Outreach</b>	<b>\$ 71.97</b>	<b>\$ 71.97</b>	<b>\$ 975.00</b>
<b>65100 · Other Types of Expenses</b>			
65120 · Property/Liability Insurance	\$ 2,697.00	\$ 2,697.00	\$ 3,000.00
65140 · Bank Charges	\$ -	\$ -	\$ -
65160 · Miscellaneous	\$ 25.00	\$ 25.00	\$ 750.00
<b>Total 65100 · Other Types of Expenses</b>	<b>\$ 2,722.00</b>	<b>\$ 2,722.00</b>	<b>\$ 3,750.00</b>
<b>66900 · Reconciliation Discrepancies</b>	\$ -	\$ -	\$ -
<b>68300 · Yearly &amp; Quarterly Meeting</b>			
68310 · Cielo Grande Quarter	\$ -	\$ -	\$ 500.00
68320 · South Central YM	\$ -	\$ -	\$ 2,500.00
<b>Total 68300 · Yearly &amp; Quarterly Meeting</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000.00</b>
<b>Total Expense</b>	<b>\$ 4,309.63</b>	<b>\$ 6,132.59</b>	<b>\$ 29,025.00</b>
<b>Net Ordinary Income</b>	<b>\$ 642.12</b>	<b>\$ 202.16</b>	<b>\$ -</b>
<b>Net Income</b>	<b>\$ 642.12</b>	<b>\$ 202.16</b>	<b>\$ -</b>