

FRIENDS MEETING OF SAN ANTONIO

Meeting for Worship with Attention to Business

June 18, 2017

Attending: Laura Claghorn, Joni Mize, James Mize, Pat Sweet, Val Liveoak, Bill Sweet, Marian Carter, Peggy Dial, Stephen Shearer, Jim Spickard, Michelle DiGiacomo, Carol Redfield, Crystal Redfield, Joe Redfield, Gretchen Haynes, Mimi Moore, Alice Partain.

Meeting began in silence at 11:43am .

1. Minutes from May Meeting for Worship with Attention to Business. **Approved.**
2. Treasurer's Report – Pat Sweet reporting.

Friends Meeting of San Antonio

Treasurer's Report

May 2017

Balance Sheet

- ✓ The balance remains stable and positive with little activity to report.

Statement of Activities

Income:

- ✓ The income deposited in late April was credited to the May bank statement and as a result of this and the Quaker Fair the Meeting deposited just over \$5,000 in revenue during May.

Expense:

- ✓ Childcare expenses appear higher because the month closed the last payment of April did not get recorded until May; so May includes payment for 5 Sundays. There will not be a paid childcare worker again until the Sunday following Labor Day.
- ✓ No other unusual expense activity is noted.

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

3. Property Committee – Bill Sweet reporting.

Property Committee Report

18 June 2017

1. The part to repair the water fountain was received and installed. Unfortunately, about 3 days later another failure occurred. It was determined that professional service was needed, and the service call made. Expense is expected to be about \$200. Completion of service, much slower than initially estimated, was reported on Wednesday, 14 June, but the water fountain was found to be nonfunctional the following day (Thursday). The repair service is returning to attempt a resolution.

2. As directed by the Meeting in May, the Property Committee accepted the Etter Tree Care proposal. They are scheduling work now for late June or July. We have not received a specific date for completion.
3. The Committee contacted the architect, Lake Flato, twice by email and six times by voice mail and has received no reply, therefore no help with the rotted roof decking on the Meetinghouse. Bill Sweet contacted an architect Friend in his Meeting in Massachusetts. Good information was given in a phone call and a series of emails, but not being on site precludes definitive advice. Stephen Shearer met on-site with a second contractor, who intends to submit a low and high estimate for our planning purposes: this is not a formal proposal. Stephen intends to contact other contractors. Several in Meeting thought they had possible contacts with Lake Flato and other entities involved with the construction of the Meetinghouse. As of the drafting of this report, no results of these attempts have been presented. As a result, the Property Committee offers two draft Minutes.
 - a. Given the reasonable likelihood that the original design and construction will not be used for the repair, an engineering analysis of the static (gravity), wind and other loadings on the structure will be required for the new design, the Property Committee offers the following draft minute.

Minute: FMSA approves the expenditure by the Property Committee of up to \$5000 for any design and engineering analysis required for the repair/replacement of the roof decking on both sides of the Meetinghouse. Funds will be drawn from the Sinking Fund in the checking account. **Approved.**
 - b. Communication with the architect has been attempted by email and telephone so far. As a next attempt, a letter by U.S. Mail is suggested. A draft letter is attached.

Minute: FMSA directs the Co-Clerk to send a letter by U.S. Postal Service to Lake Flato Architects, asking for assistance in designing a durable structure while maintaining the original architectural design intent. Timing of the sending to be determined by the Property Committee. **Approved.**

James Goslin, James Mize, Stephen Shearer, Bill Sweet

Water fountain was found disassembled on day of Business Meeting. Recommendation by repair service company is to replace unit. Property Committee will return to Business Meeting next month with proposals. The electrical cord has been cut from unit for safety. In regards to tree trimming service, Friend suggested not sealing cuts made to trees to preserve their health; Property Committee is in agreement with this recommendation and has not seen evidence of this done by Etter Tree Care in the past. Mesquite, Huisache and Box Elder species were identified as the trees to be trimmed. Still no replies from Lake Flato contact attempts. Minute proposed in report is in the event an expenditure is needed so Property Committee can proceed forward and is not an exact amount to be spent. Property Committee has discussed repair options that take into account durability, sustainability and aesthetics. Friend suggested that if a second letter to Lake Flato is required, it should be sent by Registered Mail. The first letter, if sent, will be sent regular mail. The Property Committee has discussed if consultation with the architect is necessary or if they may proceed with input from the construction company. A question was brought up about ownership of the architectural design (perhaps belonging to Lake Flato) and if architecture firm should therefore be consulted.

Report Accepted.

4. M&O Report – Jim Spickard reporting.

Ministry and Oversight has not met this month but expects to meet within the next two weeks. We are still working with an applicant for membership and have provided a Clearness Committee for an attender with a personal issue.

5. Peace & Social Concerns – Jim Spickard reporting.

P&SC met June 13 2017, with Jim Spickard, Val Liveoak, Margaret Engel and Gloria Almeda attending.

Follow up on discussion about Sanctuary and support of immigrants.

After discussion, the following **Minute** was drafted to propose to MfB on June 18:

MINUTE 2017.06.01: *P&SC recommends that FMSA affirms the importance of supporting individuals in Spirit-led activism for peace and justice. We encourage members and attenders who feel a leading to engage in activities such as those on the list “Spectrum of Sanctuary Support” to request a Clearness Committee from Ministry and Oversight Committee to aid in discernment of their calling. As part of that discernment, the Clearness Committee should ask what support and resources the person expects to need from FMSA. As a part of FMSA’s acceptance of the Clearness Committee’s report, Meeting should discern what support and resources it is called to provide. **Minute Approved.***

As a supplement to that proposed Minute, we also propose:

MINUTE 2017.06.02: *FMSA authorizes P&SC to convene a monthly mutual support group for those engaged in Quaker activism. We foresee being able to oversee this process through the end of 2017. **Approved.***

Concern regarding support of prisoners and their families in the US

We received a request of an attender that FMSA consider support of imprisoned people in the US as well as of their families. Since FMSA’s social action and support is focused on groups and issues our members and attenders are active in, we plan to respond with a query regarding the attender’s activism in response to the concern, and if it is something the attender wants to bring to FMSA (in a Forum, budget proposal or other way) to propose support for the leading.

The attender responded only that she thought such support ought to be considered, but that she was not seeking Meeting support at this time.

Request from the Meeting’s FCNL contact

For several months, the FCNL contact has requested that P&SC recommend a donation of \$10,000 to FCNL’s current Capital campaign, proposing a draft Minute.

After discussion, the draft **Minute** was revised and now reads:

MINUTE 2017.06.03: *FMSA commits \$10,000 to the FCNL “The World We Seek: Now is the Time” capital campaign. P&SC recommends the funds be donated to support the Young Fellows and Advocacy Corps programs of FCNL; to be divided among the programs at the FCNL’s discretion. The funds will be drawn from the Meeting’s investment account(s), and, at the discretion of the Treasurer, may be paid in installments before the end of 2020. **Minute Approved.***

(The revision involved the second sentence, proposed as “This donation will not be designated to specific purposes, but for use as FCNL determines best fits its needs.”)

P&SC Forums

Jim Spickard will plan forums for July through Sept.

Respectfully submitted, Val Liveoak

The approved minute regarding individual support about sanctuary and support of immigrants does not preclude FMSA from supporting sanctuary as a Meeting. Friend requested Meeting to consider affiliation with Sanctuary Network. Peace & Social Concerns would need to know what the meeting's obligations would be to consider proposal.

MINUTE 2017.06.04: FMSA names Gretchen Haynes to act as representative to the Sanctuary Network to obtain information about the Meeting's obligations in joining the Network. **Approved with Thanks.**

A member of the Finance Committee brought forward the question of how we (FMSA) want to invest our money in the future; making a plan for investments instead of piece meal approval. Peace and Social Concerns is aware of desire and committee is in agreement that Meeting needs to have that discussion in the near future.

6. Other Concerns

- Possible Amnesty International House Concert – Ken Southwood.

In September, So Far Sound and Amnesty International will be holding 300 house concerts around the world to energize peoples about the protection of refugees. Ken suggested the Meeting House as concert site. Co-Clerk spoke to Celebration Circle and they expressed interest in hosting. Ken will contact So Far Sound to gather information about concert. September 20th is the set event date.

- Assisting Ken and Janet Southwood

Laura Claghorn has volunteered to be coordinator for those wanting to assist the Southwoods in whatever way is needed at this time.

- More opportunities for Meeting for Worship in Meeting building - Peggy Dial.

Friend was guided to submit idea proposal to M&O. There is a current list in Meeting House foyer of when house is occupied.

- Donation to FMSA – Gretchen Haynes

An \$82.76 check in the name of the Rushmores was presented to FMSA from the sale of a wedding dress with the help of Gretchen Haynes and Marion Carter.

There being no further business to come before Meeting, it closed with silent worship at 12:43pm to reconvene on July 16, 2017.

Appendix

FMSA Statement of Activities

May 2017

| | <u>May 2017</u> | <u>2017 YTD</u> | <u>2017 Budget</u> |
|---|--------------------|---------------------|------------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 43400 · Contributions | | | |
| 43410 · General Contributions | \$ 2,963.00 | \$ 10,804.00 | \$ 24,000.00 |
| 43440 · Designated Contributions | | | |
| 43441 · General Maintenance | \$ - | \$ - | \$ - |
| 43442 · Immigrant Aid | \$ - | \$ - | \$ - |
| 43443 · Meetinghouse | \$ - | \$ - | \$ - |
| 43444 · RAICES Bond Fund | \$ 1,120.81 | \$ 1,120.81 | \$ - |
| 43445 · Miscellaneous | \$ - | \$ 25.00 | \$ - |
| Total 43440 · Designated Contributions | \$ 1,120.81 | \$ 1,145.81 | \$ - |
| Total 43400 · Contributions | \$ 4,083.81 | \$ 11,949.81 | \$ 24,000.00 |
| 45000 · Bank Interest | \$ 1.38 | \$ 7.64 | \$ 25.00 |
| 46400 · Other Income | | | |
| 46431 · Facilities Use | \$ 930.00 | \$ 2,310.00 | \$ 4,500.00 |
| 46432 · Yard/Online Sales | \$ - | \$ - | \$ 500.00 |
| 46433 · Miscellaneous | \$ - | \$ - | \$ - |
| Total 46400 · Other Income | \$ 930.00 | \$ 2,310.00 | \$ 5,000.00 |
| Total Income | \$ 5,015.19 | \$ 14,267.45 | \$ 29,025.00 |
| Expense | | | |
| 62100 · Ministry & Oversight | | | |
| 62110 · FJ/QL Subscriptions | \$ - | \$ 48.00 | \$ 100.00 |
| 62140 · Relief Fund | \$ - | \$ - | \$ 100.00 |
| 62150 · Travel Fund | \$ 100.00 | \$ 100.00 | \$ 450.00 |
| Total 62100 · Ministry & Oversight | \$ 100.00 | \$ 148.00 | \$ 650.00 |
| 62500 · Religious Education | | | |

| | | | |
|--|------------------|--------------------|---------------------|
| 62510 · Childcare | \$ 450.00 | \$ 1,954.12 | \$ 3,200.00 |
| 62520 · Library | \$ - | \$ - | \$ 100.00 |
| 62530 · Supplies & Misc | \$ - | \$ - | \$ 300.00 |
| | <hr/> | <hr/> | <hr/> |
| Total 62500 · Religious Education | \$ 450.00 | \$ 1,954.12 | \$ 3,600.00 |
| 62800 · Building & Grounds | | | |
| 62810 · Cleaning Services | | | |
| 68811 · Supplies | \$ - | \$ - | \$ 200.00 |
| 62810 · Cleaning Services | \$ 280.00 | \$ 1,400.00 | \$ 3,400.00 |
| | <hr/> | <hr/> | <hr/> |
| Total 62810 · Cleaning Services | \$ 280.00 | \$ 1,400.00 | \$ 3,600.00 |
| 62830 · Grounds Maintenance | \$ 300.00 | \$ 1,200.00 | \$ 3,600.00 |
| 62840 · Major Repairs | \$ - | \$ - | \$ - |
| 62870 · Minor Repairs & Maintenance | \$ - | \$ 719.34 | \$ 2,000.00 |
| 62890 · Utilities | | | |
| 62891 · Electric & Gas | \$ 277.55 | \$ 952.24 | \$ 3,000.00 |
| 62892 · Phone | \$ - | \$ 186.33 | \$ 450.00 |
| 62893 · Water & Sewer | \$ 104.88 | \$ 764.61 | \$ 2,000.00 |
| | <hr/> | <hr/> | <hr/> |
| Total 62890 · Utilities | \$ 382.43 | \$ 1,903.18 | \$ 5,450.00 |
| | <hr/> | <hr/> | <hr/> |
| Total 62800 · Building & Grounds | \$ 962.43 | \$ 5,222.52 | \$ 14,650.00 |
| 63000 · Contributions to Others | | | |
| 63100 · Emerging Issues | \$ - | \$ 100.00 | \$ 500.00 |
| 63200 · Designated Gifts (Unbudgeted) | \$ - | \$ 25.00 | \$ - |
| 63300 · Local Organizations | \$ - | \$ - | \$ 1,200.00 |
| 63400 · Quaker Organizations | \$ - | \$ - | \$ 700.00 |
| 63500 · RAICES | \$ - | \$ - | \$ - |
| | <hr/> | <hr/> | <hr/> |
| Total 63000 · Contributions to Others | \$ - | \$ 125.00 | \$ 2,400.00 |
| 65000 · Outreach | | | |
| 65010 · FJ/QL Advertisement | \$ 140.00 | \$ 140.00 | \$ 150.00 |
| 65020 · Website/New Media | \$ - | \$ - | \$ 100.00 |
| 65030 · Publications, Printing, Copying | \$ - | \$ 71.97 | \$ 350.00 |
| 65040 · Supplies | \$ - | \$ - | \$ 125.00 |

| | | | |
|---|------------------------|-------------------------|-------------------------|
| 65050 · Refreshments | \$ - | \$ 150.00 | \$ 250.00 |
| Total 65000 · Outreach | \$ 140.00 | \$ 361.97 | \$ 975.00 |
| 65100 · Other Types of Expenses | | | |
| 65120 · Property/Liability Insurance | \$ - | \$ 2,697.00 | \$ 3,000.00 |
| 65140 · Bank Charges | \$ - | \$ - | \$ - |
| 65160 · Miscellaneous | \$ - | \$ 160.00 | \$ 750.00 |
| Total 65100 · Other Types of Expenses | \$ - | \$ 2,857.00 | \$ 3,750.00 |
| 66900 · Reconciliation Discrepancies | \$ - | \$ - | |
| 68300 · Yearly & Quarterly Meeting | | | |
| 68310 · Cielo Grande Quarter | \$ - | \$ - | \$ 500.00 |
| 68320 · South Central YM | \$ - | \$ - | \$ 2,500.00 |
| Total 68300 · Yearly & Quarterly Meeting | \$ - | \$ - | \$ 3,000.00 |
| Total Expense | \$ 1,652.43 | \$ 10,668.61 | \$ 29,025.00 |
| Net Ordinary Income | \$ 3,362.76 | \$ 3,598.84 | \$ - |
| Net Income | \$ 3,362.76 | \$ 3,598.84 | \$ - |

FMSA Balance Sheet

May 2017

| | <u>31-May-17</u> | <u>28-Apr-17</u> | <u>Difference =/-</u> |
|-------------------------------------|------------------|------------------|---------------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | | | |
| 10000 · Frost Bank - Checking | \$ | \$ | |
| 10010 · Cash Flow Reserve | 6,000.16 | 6,000.16 | |
| 10020 · Operating Cash | 7,062.65 | 7,267.08 | |
| 10030 · Relief Fund | 1,195.00 | 1,195.00 | |
| 10040 · Sinking Fund | 20,237.47 | 20,037.47 | |
| 10050 · Immigrant Aid | 2,176.41 | 2,176.41 | |
| 10060 · RAICES Bond Fund | 950.49 | 129.68 | |
| Total 10000 · Frost Bank - Checking | \$ | \$ | \$ |

| | | | |
|---|--------------------------|--------------------------|---------------|
| | 37,622.18 | 36,805.80 | 816.38 |
| | \$ | \$ | \$ |
| 11000 · Frost Bank - Savings | <u>26,996.98</u> | <u>26,995.60</u> | 1.38 |
| | \$ | \$ | \$ |
| Total Checking/Savings | 64,619.16 | 63,801.40 | 817.76 |
| Other Current Assets | | | |
| 18000 · Friends Fiduciary Corporation | | | |
| | \$ | \$ | |
| 18100 · FFC Consolidated Fund | 450,501.87 | 450,501.87 | |
| | \$ | \$ | |
| 18200 · FFC Short-Term Investment Fund | <u>101,884.92</u> | <u>101,884.92</u> | |
| | \$ | \$ | \$ |
| Total 18000 · Friends Fiduciary Corporation | <u>552,386.79</u> | <u>552,386.79</u> | - |
| | \$ | \$ | |
| Total Other Current Assets | <u>552,386.79</u> | <u>552,386.79</u> | |
| | \$ | \$ | |
| Total Current Assets | <u>617,005.95</u> | <u>616,188.19</u> | |
| | \$ | \$ | \$ |
| TOTAL ASSETS | <u>617,005.95</u> | <u>616,188.19</u> | 817.76 |
| LIABILITIES & EQUITY | | | |
| Equity | | | |
| | \$ | \$ | |
| 30000 · Opening Balance Equity | 607,761.95 | 607,761.95 | |
| | \$ | \$ | \$ |
| 32000 · Unrestricted Net Assets | (11,913.64) | (11,913.64) | - |
| | \$ | \$ | \$ |
| 45500 · Investment Inc/Dec | 17,558.80 | 17,558.80 | - |
| | \$ | \$ | \$ |
| Net Income | <u>3,598.84</u> | <u>2,781.08</u> | 817.76 |
| | \$ | \$ | \$ |
| Total Equity | <u>617,005.95</u> | <u>616,188.19</u> | 817.76 |
| | \$ | \$ | \$ |
| TOTAL LIABILITIES & EQUITY | <u>617,005.95</u> | <u>616,188.19</u> | 817.76 |