

Minutes
FMSA Meeting for Business
December 15, 2019

Attending: Val Liveoak, Michelle DiGiacomo, Bill Wilkinson, Carol Redfield, Pat Sweet, Bill Sweet, Pam Spurgeon, Marian Carter, Laura Claghorn, Greg Casillas, Peggy Dial, Stephen Shearer, Rick McClatchy, Katherine Fitzgerald-Hernandez, Ben Fitzgerald-Hernandez, Greg Koehler, Oliver Gerken, David Hayes, Julia Hitz, George Feden, Danielle Linde, James Mize, Joni Mize, Kellie Price, Jim Spickard

Opening Worship: *Jim Spickard*

Clerk's Comments

We are experimenting with having the agenda and key points of each report on PowerPoint slides.

November minutes were approved.

Treasurer's Report: *Bill Sweet*

Balance Sheet

- ✓ No unusual activity to report.

Statement of Activities

- ✓ General contributions are below budget: 68% of the budgeted general contributions have been received through 92% of the year. That is, contributions from members and attenders is tracking well below budget. Adding in other income sources, total income is 6% below budget.
- ✓ Facilities Use in 2020 was prepaid through October in the amount of \$855. Therefore, this will not appear in the 2020 financials.
- ✓ Religious Education renovated the Children's Room and purchased the Godly Play resources and other supplies.
- ✓ All other expenditures were routine.

Faithfully submitted,
William D. Sweet, Treasurer

There was discussion regarding the sensitive nature of the funding model, wherein the majority of the budget is made up of giving from about 12 family units. There are some additional expected donations in December that have not yet been accounted for, but as of right now prior to accounting for December, we are about \$10k short of the projected donations from members and attenders.

Report accepted.

Committee Reports:

Finance: *Pat Sweet*

We decided it would be better to combine the proposed budget with the Treasurer's report for ease of understanding and to save paper.

Comments:

Religious Education: \$500 for children's curriculum and supplies to present them. \$150 for a Christmas bonus for the Child Care worker.

Utilities: Electric: The Solar is in place but has not been enabled. We should receive a reduction of up to 87% on the electricity portion of our bill. CPS adds fees, etc. Until we know, the estimated expense has been set at ½ of the previous cost.

Phone Now Spectrum Phone/Internet: Only one bill for just the service (no Installation, /etc.) for \$80.41. This is about \$965/year. The budget has been set at \$1000.

Report accepted.

Religious Education: Greg Koehler

The feedback from the Orientation series has been overwhelmingly positive, suggesting a repeat of the series in the Spring. We determined that this will use a more standard format, emphasizing discussion, with visuals when available, and a review of the reading to start each session. We are looking at the best dates in March and April. There are also requests for follow up opportunities to explore Quaker spirituality. We will explore this with M & O.

Volunteer training for the children's program has been postponed because materials are on back order with no delivery date. We will reschedule once we know the materials will be available.

Report accepted.

Ministry & Oversight: Laura Claghorn

Val Liveoak, Jim Spickard, and Laura Claghorn met on December 10 to focus on several items.

1. We began final edits on Last Wishes. We will present the forms for review and comments at the February 23 forum.
2. We will facilitate a forum on January 26 on the state of the meeting.
3. Finally, Gretchen reported on the positive responses from the Religious Education's Orientation sessions, and we explored other ideas for new attenders to learn about Quakers.

After the M&O meeting on December 10, we were notified that the clearness committee for Greg Koehler has recommended his membership into our Meeting.

MINUTE 2019.12.1: *Friends Meeting of San Antonio welcomes Greg Koehler into membership.*
Approved.

It was explained that when Ruth Lofgren passed away, it took people several days to find her materials regarding her last wish information. By having Friends' last wishes on file, this can be avoided in the future for Friends who wish to have this information on file with the Meeting.

Greg Casillas offered his services as a notary.

Pat Sweet suggested eventually having emergency contact information for members and attenders. She will remind M&O to discuss further. Oliver reminded Friends to have similar info for pets.

Bill Sweet consulted the handbook, and first and second readings are NOT required for welcoming new members, so we gladly welcomed Greg Koehler.

Report accepted.

Nominating: *Laura Claghorn*

Copies of the roster were passed out. First reading for Petra Ramirez (Peace and Social Concerns) and Second reading for Emily Wood (Community Engagement).

It is required for Trustees and the Clerk of the Meeting to be a member of the Religious Society of Friends (any Meeting). The handbook indicates that the clerk of M&O is *normally* a member of the Meeting, but is not strictly required, nor is it required that members of M&O be members of the Meeting.

There was a question as to whether Quarterly Meeting representative should be rostered or not. It's being seasoned as to whether to combine Yearly Meeting representative and Quarterly Meeting representatives into a committee. The handbook indicates that Yearly Meeting representatives are officers and not part of a committee. Peggy suggested that these could be an ad hoc committee outside of Nominating Committee's responsibility. There was not a sense that there was a obvious solution, nor that there was a major problem. Friends were clear to set aside for now.

Report accepted.

Community Engagement: *Greg Casillas*

Members in attendance Jillian Randles, Gretchen Haynes, Bill Sweet, Jim Spickard & Greg Casillas

Jim S. has set up the voicemail. It is arranged that the incoming message will be sent to his email and to any other individual that would like to be responsible for answering messages.

Currently Jim S. is working with Oliver G. on the process of announcements. Val L. is also aware of how to distribute announcements.

Jillian R. has set up Facebook and Instagram for Emily W. to have access as she will be joining the committee in January.

Gretchen H. has assumed the responsibilities of the Directory. As discussed in our committee meeting on June 3, "Directory that may be distributed to Members and available to long time Attenders." We have yet to determine what constitutes a "long time Attender".

In January, we will post a calendar for anyone to sign up for Opening/Closing and Greeter responsibilities through each month and for the year.

Jim S. will continue to be responsible for the Newsletter, but he encourages content be submitted early to ensure there is enough information to be shared.

Gretchen H. will coordinate the IWC lunch activity, but will need consistent volunteers from Meeting in order to continue the project. The next lunch will be provided on December 17. Community Engagement will ask Peace & Social Concerns to include financing for this endeavor in their yearly budget.

There was an indication that there was some difficulty getting volunteers for the IWC lunches. Four volunteers are needed. Marian suggested a reminder email would also be helpful.

There are four opportunities for volunteer on Sundays: opening (unlocking the doors), closing (locking the doors), greeting, and hospitality (community room, coffee setup, dishwasher).

Report accepted.

Peace & Social Concerns: Val Liveoak

Katherine Fitzgerald Hernandez and Val Liveoak met on December 12. We were later joined by Gretchen Haynes. Greg Casillas and Ben Hernandez sent regrets.

We discussed several areas of concern:

Val and Karen Ball, are meeting with the Poor Peoples' Campaign San Antonio Chapter. The PPC is building energy for a major March on Washington in June. We plan to consider whether to ask FMSA if Meeting wants to become a sponsor of the PPC and the March.

Friends from Houston have asked if there's interest in collaborating with AFSC's campaign "No way to treat a child" regarding Israeli detention and prosecution of Palestinian youth. The Friends will send a short article to the Newsletter asking for response from FMSA Friends to this issue.

Since the tiny house village project of Catholic Worker has been approved by the City, we agreed to request that our budgeted donation toward that project be forwarded to the project as soon as possible by the Treasurer.

Gretchen brought a concern that the project of making lunches for migrants should be under the P&SC Committee. A member who is nominated to join the Committee next year has participated in making the lunches. We would like to see a budget for the project, and will discern if some of our undesignated funds in the 2020 budget could be applied to this project.

We discussed the developing Alternatives to Violence Project work in Bastrop Federal Prison. Katherine may find a way to participate with that.

Report accepted.

Property: James Mize

The property committee met on December 12, 2019 to discuss the following issues:

1. Scheduling a workday, which will be January 25, 2020 from 9:30 to 2:30, eating arrangements were not discussed as the date is so far out; TBD later.

2. We have electricity routed to the North East corner of the property that, at one time, illuminated the old sign. The new sign's foundation cannot be started until we know the conduit's route. We will pursue a bid for finding and mapping the buried electrical line, which will be isolated, controlled or disconnected.
3. Pursuing a bid for Phase one lighting replacement, preferring to go with LED over the existing, spotty fluorescent fixtures.
4. North East stone wall repair; we have one repair bid for \$850.00 and are pursuing another for comparison.
5. Scheduling the gutter service to come back to tweak the gutters after the major repairs.
6. Assessment and bid for replacing roof substructure rot.
7. Contacting Etter Tree service to remove damaged tree limbs. We will ask Etter's fee to survey the property for responsible tree removal and trimming.
8. We are waiting for three bids on resurfacing and repainting the main parking lot. The secondary lot refurbishment will be discussed for future bids, but will not be included in this one.
9. Contract negotiations are ongoing for the HVAC service contract we now have.
 - a. We are now evaluating a proposed contract with AC Technical Survives Ltd.
10. We are going to get another assessment of refurbishing our piano and keep a lookout for a possible replacement.

Report accepted.

Long-range Planning: No Report

Other Reports:

Quarterly Meeting: *Jim Spickard*

We are hosting Quarterly Meeting, March 7, 2020, theme is Quakers Building Community. Simple fellowship and meal on Friday, March 6. Needs: places for travelers to stay on March 6 and 7. We invite participants to come to Meeting for Worship on Sunday.

Announcements:

The books need to be audited, especially since we have just changed Treasurers. Those auditing cannot be members of the Finance Committee. Trustees appoint committee (at least two people) in March who are not Trustees to audit the books. Volunteers will be needed. It is not onerous.

Catholic Worker House will have a mass and brunch on Christmas Eve 9:00 AM. Val Liveoak has more information for interested Friends.

At this point when we get a phone message, it gets transcribed and will go to Clerk and another person who volunteers to receive the messages.

Reminder to send content for newsletter.

If anyone wants to volunteer to sell sellable items on eBay, etc, please see Jim.

We have a number of mailings from other Quaker groups, will be available for Friends to view.

Once the Randles identify a meeting in their new home, FMSA will draft and send a letter of introduction.

Closing Worship

Respectfully submitted,

Jim Spickard
Clerk

Kellie Price
Recording Clerk