

Annapolis Friends Monthly Meeting (AFM)
Meeting for Worship with Attention to Business (MfW wAtB)
7th Month, 5th Day, 2020
(07/05/2020)
Meeting Minutes - Approved

Note: The MfW wAtB was conducted using Zoom.

Present: Martha B. (clerk), Ellen M. (recording clerk), Dot W., Ann R., Carl B. (Zoom Host), Nathan S., Peter M., Jean C., Ria H., Cairn K., Azita N., Tom W., Margaret H., Nan E., Sky E., Patty R., Karen C., Barb T., Wes J., Pat S., Marjorie W., Patricia H., Margaret C., Will C., Jack L., Kim F., Jeanne W., Phil C., Larry M., Sheila M., Marcia O., and Lee L.

9:00 am Opening: We began with centering silent worship. The 7th Month Queries from Baltimore Yearly Meeting Faith and Practice (revised 2001) were displayed on the screen and read aloud for those on the phone. The agenda was displayed on the screen and everyone was welcomed. The clerk read the list of those who were present at the meeting.

Agenda Items:

1. 6th Month MfW wAtB Meeting Minutes Review & Approve

- a. The meeting minutes were approved from the previous meeting held on 06/03/2020. See the attached.

2. Stewardship & Finance (S&F)

- a. Dot W. presented the Treasurer's Overview Report as of July 2, 2020. Gratitude was expressed for Julie R's. role as co-Treasurer, her expertise with QuickBooks and the development of reports. See the attached. As of July 1, we have raised 46% (\$30,658) of our \$66,675 for year 2020 budget. At the same time, 62% (\$41,041) of our budget was spent. Actual expenses exceed actual income by \$10,383. Rental income is down. Most large-ticket items have already been paid, with the exception of Quaker Causes (~\$4,500). We are doing okay and we have significant reserves. The Outreach Committee will make a request to the Treasure to pay the annual Greater Annapolis Interfaith Network (GAIN) dues of \$100 payment that are coming up on renewal.
- b. The S&F Mid-Year Report was presented by Wes J. who said that we ought to feel very good due to the level of giving from members and attenders. At the midpoint of the year, we are at 46% of expected contributions. Because of adjustments due to coronavirus, rentals are not going to provide as much revenue as what was budgeted. Many renters will not be able to continue with their plans. S&F will monitor the budget closely.
 - i. Internal designated funds summary – An excel spreadsheet will be provided to all committees, so that they can review it and make changes, as needed. The request is for the committees to look at the details and make any recommendations for changes. They are asked to evaluate if the thresholds currently reflected are accurate for the needs. If a committee feels that they will not need their originally budgeted funds, that information will be helpful for S&F to understand.
 - ii. Impact of the rental shortfall – we may not get much more rental income than we have already received. This should not be a significant threat to us, but the situation will be monitored. We were reminded that there are significant reserves available.

1. A Friend commented that there are Quaker support organization that are struggling to meet their financial obligations. It was recommended that we each look at how we can support the Quaker organizations, such as Friends General Conference (FGC), Friends World Committee on Consultation (FWCC), American Friends Service committee (AFSC), Friends Committee on National Legislation (FCNL) and others.
2. Phil C. reminded Friends that AFM has an annual custom of providing funds through Quaker Causes, not all of which are Quaker-based.
3. It was noted that AFM support of Quaker Causes is something that is usually provided at the end of the year, but it would be a good thing this year to provide that funding sooner.
4. Phil C. reminded Friends that an email was sent to AFM-announce email address by P&SC last month asking for recommendations for Quaker Causes that we should support. P&SC was seeking Meeting support for distributing funding earlier in the year than normal. The committee received two suggestions for changes to the list, including the addition of Quaker Voice for Peace.
5. Phil C. took this opportunity to present the current Quaker Causes list on behalf of P&SC and said that the committee considered several organizations before determining the current list for AFM to support.
 - a. A Friend mentioned that one of the local organizations had received a significant grant and could come off of the AFM Quaker Causes list at this time.
 - b. It was clarified by two Friends that it is not necessary for Meeting to approve the list of Quaker Causes and that the committee can move forward as they have discerned. P&SC will work with the Treasurer to disperse the funds. Friends were asked to make any additional recommendations as soon as possible directly to P&SC.
- iii. Special needs to augment Baltimore Yearly Meeting (BYM) – S&F recommends that we keep with normal processes and that we consider the Quaker Causes through Peace & Social Concerns (P&SC).

3. Zoom Break

- a. The clerk suggested that we take break for 3 or 4 minutes to prevent Zoom-fatigue and Friends appreciated for the opportunity to stretch and look away from the screens.

4. Path Forward – Planning for Physical Return to the Meetinghouse

- a. On behalf of the AFM Path Forward team, Karen C. presented an update as to considerations for in-person meetings and the plan that the Path Forward team is developing. The group met twice and focused on gathering information as to the variety of ways that the meetinghouse and grounds is used, regulatory information, and the overarching principles that guide our work, including the AFM Anti-Racist Declaration.
- b. The team is planning to send a short survey out on the Announce List this during the week of 07/05/2020 to gather information from the AFM community as to how they feel about resuming in-person use of the meetinghouse. The survey is meant as a pulse-check and to accumulate the range of feelings from Members and Attenders.
- c. The team reinforced its understanding that the meetinghouse is closed for all except essential AFM business. We have asked Meeting House & Land (MH&L) committee to create a log-in system to help monitor who has been in the building and help with safety

protocols. Everyone who is in the building is expected to wear a mask and maintain social distancing.

- d. Due to the complexity of indoor use of the meetinghouse while protecting the health and wellbeing of all concerned, the priority will be determining how we can safely resume small outdoor MfW at the meetinghouse. Protocols and safety guidelines are needed and the team hopes to have recommendations for these procedures ready within the month. The team is asking for the Meeting's patience while the Team uses Quaker process to get through this time stronger and united.
- e. On behalf of the Path Forward team, Karen C. asked the Meeting for its discernment: If the Path Forward team has a plan for outdoor worship that they are confident follows all applicable safety guidelines, is the Meeting comfortable with their implementing it prior to August Meeting for Business? Alternatively, does the Meeting want the team to bring its plan for outdoor worship back to business meeting for approval in August before any worship can be held?
- f. Karen C. asked for discernment about renters' use of the building and reviewed a recent issue where a renter used the building on 07/02/2020 due to misunderstandings, a breakdown in communication and last-minute planning. On short notice, an AFM representative met the renter at the event to ensure that strong safety protocols were followed.
 - i. The Meeting engaged in a lengthy discussion about potential small outdoor in-person meetings for worship as a starting point. There were Friends who wanted the Team to move forward as a pilot and other Friends who wanted more information and to let Meeting decide during the next business meeting if and when to allow in-person gatherings of any kind. It was noted that there are concerns of liability (e.g., moral, ethical and legal) with regards to unintentional infections and the spread of the virus through the use of the building and grounds.
 - ii. The sense of the meeting was that:
 1. The meetinghouse is closed for the foreseeable future to all persons, except those with official AFM business. Renters should not be allowed to use the facilities until after AFM has approved use for AFM activities.
 2. There is more information that is needed and there is still more that the science community does not know about the virus.
 3. The Path Forward team should continue to gather input from the Meeting, collect information and develop plans that will ensure everyone's health and safety. A variety of methods were discussed and presented including the survey and threshing sessions.
 4. Any current or possible renters need to be notified as soon as possible of Meeting's decision to keep the building closed and any money that needs to be refunded be provided to the renters, as needed.
 5. The Team will bring information back to Meeting at the 8th Month MfW wAtB on 08/02/2020. No small, outdoor meetings for worship or gatherings will be held prior to discussion at the next MfW wAtB.

5. Additional Agenda Items

- a. The clerk noted that we did not complete two of the original agenda items and urged everyone to read the full report from the Quaker Market Committee (see attached) and the BYM Call to Action letter (see attached). Both documents were attached to the agenda that was circulated prior to the meeting.

Closing: AFM MfW wAtB ended with a moment of centering silence and the clerk expressed gratitude for the work that was accomplished at this meeting. Although not approved before the end of the meeting, the plan for the Meeting minutes was for the Recording clerk to send the draft meeting minutes to the Announce List, so that Friends can review the draft minutes and provide feedback. The minutes will be approved at the beginning of the next MfW wAtB.

Respectfully submitted,

Ellen M., Recording Clerk

ATTACHMENTS:

- Meeting Minutes (approved) from 6th month MfW wAtB
- Treasurer's Overview & Report as of July 2, 2020
- Quaker Market report
- Peace and Social Concerns: BYM Call to Action

7/2/2020

Annapolis Friends Meeting July 2, 2020

Operating Budget			
	Budget	Actual	Balance
Income			
Contributions	48,175	21,908	26,267
Rentals	18,500	8,750	9,750
Other Income (interest)		0	
Approved mid-year budget increase- from CC			
Total Income	66,675	30,658	36,017
Expenses			
Committee activities			
CREC	250	0	250
Library	350	40	310
Market	500	0	500
Meetinghouse and Lands	28,000	11,319	16,681
Ministry and Worship	900	0	900
Outreach	1,200	268	932
Pastoral Care	500	54	447
Peace and Social Concerns	3,650	3,350	300
Stewardship and Finance	830	0	830
Restricted Funds	11,121	11,121	0
Quaker Causes	4,485	0	4,485
Apportionment	14,889	14,889	0
Total Expenses	66,675	41,041	25,634
Net	0	-10,383	10,383
Bank Account Balances			
BB&T CD	101,033		
BB&T Checking	26,697		
Capital One Savings (old ING)	123,603		
Friends Fiduciary Corp as of 12/31/2018	104,623		
Sandy Springs Savings Bank CD	10,666		
Total	366,622		

AFM Fund Balances				
	Start	Additons	Expenses	Total
Internally Designated Funds				
Social Justice				
Emergent Social Concerns	6,058	1,121	2,500	4,679
Peace & Justice Center	2,928	0	0	2,928
Meetinghouse and Lands				0
Building Fund	189,718	5,000	0	194,718
Capital Improvement	28,330	0	0	28,330
Capital Replacement	38,240	5,000	0	43,240
Memorial Garden	3,405	0	295	3,110
Individuals				0
Adult Scholarship	2,000	0	0	2,000
Camping	2,000	0	0	2,000
Embraced Ministry	2,000	0	0	2,000
Suffering / Individual Emergency Fund	4,600	250	1,000	3,850
Young Friend's Opportunity Fund	3,005	0	1,000	2,005
Other				0
Committee Contingency	16,622	0	0	16,622
Founders Fund	10,620	46	0	10,666
Total Internally Designated Funds	309,526	11,417	4,795	316,147
Other Off-Budget Activities		Income	Expenses	Balance
Spring Market 2020		1,029	0	1,029
Winter Market 2020		0	0	0
Bank account balances	366,622			
minus designated funds	316,147			
minus other off-budget activities	1,029			
unrealized gains/losses this year				
other balance items				
Reserves	49,445			
remaining approved budget	25,634			
Undedicated Reserves	23,811			

Quaker Market Committee Report

7th month, 2020

Although AFM was unable to hold Quaker Spring Market 2020 in its usual way due to covid-19, we were able to raise a little over \$2,100 through a variety of activities such as a plant sale with curbside pick-up, free-will donations, online sales, consignment items, and furniture sales. This allowed us to distribute \$500 to each of the four selected causes: Anne Arundel County Public Schools, Food & Nutrition Services for reduction of school lunch debt at schools in the Annapolis Cluster; Chesapeake Climate Action Network; Muslim Voice for Peace and Reconciliation; and, South Sudan Hope Network. In addition, \$100 has been set aside for Young Friends' discernment, which will take place during the coming school year. Many thanks to all who participated in these efforts! It seems unlikely that we will be able to hold Quaker Holiday Market 2020 in our usual way, but we plan to hold off on a decision until September. We are currently mulling over alternatives to our usual Quaker Holiday Market activities (e.g., curbside pick-up of pre-ordered items such as olive oil, paperwhite narcissus bulbs, pre-packaged café items, baked goods, granola, hopefully 13 Bean Soup Mix, etc.; consignment sales; and, on-line sales). Any proceeds generated will be divided among the same four causes as for Quaker Spring Market, after setting aside another allocation for Young Friends' discernment. If there are particular items you would like to provide for sale at Quaker Holiday Market, please let us know; otherwise, please stay tuned for more details in the fall.



E McBride <emcb1514@gmail.com>

[afm-announce-Google] AFM's annual donation(s) to Quaker Causes

3 messages

pcaaroom <pcaaroom@gmail.com>

Mon, Jun 8, 2020 at 9:27 PM

To: AFM-Announce <afm-announce@googlegroups.com>

Dear Friends

Baltimore Yearly Meeting (BYM)--mothership to our local Meeting--has reported COVID-19 related revenue shortfalls so great that it may consider laying off staff in July. Perhaps not coincidentally, three main staff members announced their departure from BYM in the past several days. Despite this, BYM's finances probably will remain precarious until some future time when economic normalcy returns.

Similarly, we informally have had reports of financial difficulties from other Quaker mainstays such as AFSC, FGC & FUM, even before the pandemic / economic troubles arrived. Our own Annapolis Friends Meeting (AFM) also is experiencing a loss of paying renters and, probably, in our individual donations. Our Stewardship and Finance Com. & Trustees are considering how best to adapt.

Our AFM tradition --so that we don't forget BYM, other Quaker mainstays & those on the frontlines advancing Quaker testimonies--is to earmark 10% of individual donations from the prior year which will be distributed to such Quaker causes as Friends may discern. For 2020, this 10% amount designated for Quaker Causes would be approximately \$4,500. And, per our tradition, we normally don't get around to doing this until about October with the goal to finish the process and send out the donations by year-end.

Both despite and because of pandemic economic stress, AFM's Peace & Social Concerns Committee has begun discussions about our annual Quaker Causes donations. *It is our committee's job to gather Friends recommendations, to consider these, and in turn to recommend action to our Meeting for Business.* We believe that it could be very helpful to our Quaker Causes recipients that we NOT wait until year-end to disburse these funds in 2020; it could be much more helpful to disburse these funds ASAP when not much other funding is coming in. We'd like to gather recommendations this month and consider possible disbursement in July. *Can AFM afford it?*

Let's consider these facts & options:

-While the stock market has been on a COVID roller-coaster, it's currently back up close to its recent highs -- so our AFM savings, at the moment, should appear healthy.

-AFM maintains an "internally designated fund" under the title of "Committee Contingency" which includes over \$14,000 currently not spoken for.

-AFM could decide to disburse part (half?) or all of the Quaker Causes, letting "way open" for our operating expenses.

-AFM could decide to offer a list of Quaker Causes to our members and attenders to consider for individual donations as able and as led.

What do Friends think? **If you agree that it would be good to disburse some or all our Quaker Causes funds ASAP & would like to make particular recommendations to our AFM Peace & Social Concerns Committee, please send any Quaker Cause recommendations directly to me as AFM PSC clerk before then - my email is pcaaroom@gmail.com and PLEASE DO NOT use a REPLY ALL for discussion type response. If you would like to discuss the merits of any donations at all at this time, let's take this onto the AFM Discuss List and not do it on the Announce List.**

Thanks to all for considering our Committee's question!

-Phil Caroom

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Martha Baer <mbaer25@gmail.com>
To: E McBride <emcb1514@gmail.com>

Tue, Jun 9, 2020 at 7:41 AM

Oh, I was wrong. Here it is.

[Quoted text hidden]

Martha Baer <mbaer25@gmail.com>
To: E McBride <emcb1514@gmail.com>

Mon, Jul 6, 2020 at 6:39 PM

FYI Passing this along since I reference it in my comments in the minutes.

----- Forwarded message -----

From: **pcaroom** <pcaroom@gmail.com>

Date: Mon, Jun 8, 2020 at 9:27 PM

Subject: [afm-announce-Google] AFM's annual donation(s) to Quaker Causes

To: AFM-Announce <afm-announce@googlegroups.com>

[Quoted text hidden]