

Southeastern Yearly Meeting

2015 Fall Executive Committee Meeting

Minutes

10th Month 2, 2015
St. Petersburg Monthly Meeting meetinghouse

Executive committee clerk, Lisa Stewart opened the meeting at 7 pm with a period of silent worship.

Assistant clerk Joel Cook read quotations from the SEYM Faith and Practice.

“Friends are not to meet [in meetings for business] like a company of people about town or parish business, but to wait upon the lord.”

---George Fox, 1674.

“The presuppositions of the corporate meeting for worship have, from the very beginning, profoundly affected the method of decision-making in the meeting for business. In both, there is faith in the Guide. There is faith in a continuous revelation that is always open to produce fresh disclosures. And there is respect and affection for each other that cuts through all diversity and that helps to kindle a faith that, with patience and openness, the group can expect to come to clearness and to resolve the problems that come before it.”

---Philadelphia Yearly Meeting, 1997

“Friends’ decision-making is rooted in the spiritual oneness of a faith community. We reject majority rule and consensus for the higher goal of reaching decisions in unity, through distinctive attitudes and practices developed by Friends over the centuries. Our process is democratic in the sense that everyone is encouraged to participate. However, it also goes beyond democracy in that it does not rely solely on human will or ability.

“The quality of interaction among the Friends present at meeting for business is as important as the matters on the agenda. The goal of meeting for business lies in its contribution to the growth of the blessed community.”

---“Faith into Business”, SEYM Faith & Practice, 2013.

Those present introduced themselves and gave the name of their meeting and their position within SEYM, if any. The list of attendees is in Attachment 1.

The **Secretary’s report** had been previously distributed to EC members. Secretary Vicki Carlie reported that the new SEYM website had been launched and would work on

any device. She noted that Amy Carlie had worked on the website at about one third the usual professional rate to accomplish it.

A proposal was raised to make the Gathering and the Half Yearly Meeting membership recorders members of Executive Committee. There was some discussion that considered the special nature of their jobs, the fact that they were members of committees (Gathering and Half Yearly Meeting) that already have representation on the Executive Committee, the fact that anyone is welcome to attend EC meetings (except when EC meets as personnel committee), and the fact that being on Executive Committee would make them members of the personnel committee. After considering those points EC approved the following minute.

15FEC01: SEYM Executive Committee recommends to the Yearly Meeting that the registrars of the YM Gathering and Half Yearly Meeting be made members of the EC.

Barbara Letsch reported for the **Earthcare Committee** on the progress of the plan to establish a position of Field Secretary for Earthcare. Committee members Brad Stocker and Jack Bradin were also present. The committee, along with a subcommittee of Executive Committee (Phoebe Andersen, Bill Carlie and Cheryl Demers-Holton), had updated two documents, the Job Description for the Field Secretary and the Description of the Anchor Committee for the Field Secretary. Those documents had been distributed to members of Executive Committee in the documents in advance for the Fall EC meeting.

In the discussion of the documents, Vicki Carlie asked about the qualifications for the field secretary, particularly whether a college degree would be required. The answer was that a college degree would not be required. Another question was how the Job Description would be used. The answer was that it would be delivered to approved candidates and would not be published in the job search notice. Also, it will be used by the search committee as guidelines for hiring and by the YM in evaluating performance.

Someone asked whether the Field Secretary's miscellaneous expenses would be covered and the answer was yes and also that was stated in the job description.

There was a concern that the job description might not say enough about activism. Another opinion on that point was that it was ore important to have someone well grounded in Quaker principles and practices. Another person said that the Field Secretary should be a position of ministry and testimony, of leading and light.

The EC approved the following minute.

15FEC02: SEYM Executive Committee recommends that YM approve the job description for Field Secretary for Earthcare as published in the FIBM EC DIA. The job description will be sent to the meetings for their discernment and brought to the 2016 Winter IBM for approval.

Next, the Description of the Anchoring Committee was considered. There was a question about whether the members of the Anchoring Committee are members of or appointed by the Earthcare Committee or the Executive Committee. An answer was given that the documents together describe both who appoints the anchors and where they come from.

15FEC03: SEYM Executive Committee recommends that YM approve the Description of the Anchor Committee for the SEYM Field Secretary for Earthcare as published in the FIBM Executive Committee DIA. The description of the Anchor Committee will be sent to the meetings for their discernment and brought to the WIBM for approval.

Next, YM clerk Phoebe Andersen brought the need for an **SEYM Personnel Policy**. Some work had been done on a Personnel Policy document around 2008. A document was produced that was approved by Executive Committee but never completed and approved by SEYM. It was used as a guideline when the current secretary and bookkeeper were hired. When it was considered originally, there was a concern that it should be reviewed by a lawyer, especially with regard to the equal opportunity aspects. However, that review was never completed.

Phoebe said that it is a working document, but the YM needs to have something approved for use in the process of hiring a Field Secretary. It was explained that there is anti-discrimination language in the document already.

It was suggested that the YM approve the draft document and get a legal opinion and revise the document later if need be.

There was a question about the language in the draft Personnel Policy about health insurance because it said that group health insurance is “actively being considered”, which is not now the case. After some discussion of whether to change the sentence of leave as is, the following minute was approved.

15FEC04: The SEYM Executive Committee recommends that the draft personnel policy of 9/25/2008 be approved, with one change: under the heading “Benefits”, the first paragraph read only “Health Insurance:” and otherwise be left blank. This recommendation is made with the intention that the Yearly Meeting will address this section and make future revisions to this and any other sections as needed. The draft Personnel Policy will be sent to the meetings for their discernment and brought to the WIBM for approval.

Next, there was a discussion of the suggestions for an SEYM FSE Search Committee as published in the FIBM EC DIA. The following minute was approved.

15FEC05: SEYM Executive Committee recommends that the Yearly Meeting approve the Suggestions for an SEYM Field Secretary

for Earthcare Search Committee as published in the FIBM EC DIA. The description of the Search Committee will be sent to the meetings for their discernment and brought to the WIBM for approval.

Barbara Letsch explained that the Earthcare Committee has drafts of additional documents that were not published in the Executive Committee DIA: a job advertisement and a list of places to post it.

There were more questions and discussion about the process of hiring a field secretary. Those included the need for a schedule for the search committee, how and when the search committee gets approval for the search to begin, when EC will appoint people to the search committee, and who will clerk or convene the search committee. It was asserted that the Executive Committee could empower the clerk of EC to appoint EC members to the search committee.

Along with the discussion of timing, it was noted that the documents that EC had approved (minutes 15FEC02 through 15FEC05, above) could not be approved by the Fall Interim Business Meeting the following day because they had not been distributed to all of SEYM, but only to the EC. Other people at the FIBM would not have an opportunity to read the documents before the meeting. Therefore, it was determined that the documents should be distributed to the rest of the Yearly Meeting before the Winter Interim Business Meeting and be brought for approval at the WIBM. [Note: the final form of the minutes, as written above, was established after this discussion of timing.]

There was a question about whether the money that had been raised so far for the field secretary would be preserved until the WIBM. That was met with assurances that it would be.

There was a request that the Earthcare Committee write down the steps that need to be taken and the time frame for implementing the field secretary position and its support and hiring the field secretary. Lisa Stewart and Phoebe Andersen will work with the Earthcare Committee to put together that list.

Neil Andersen gave a **Treasurer's report**, summarizing the information he would give in the FIBM the next day: basically, the YM finances were in good shape at that time.

Phoebe Andersen reported for the **Publications Committee** that Lyn Cope, who now resides in Ohio, wants to continue to produce the Walton and Michener Lecture pamphlets as well as two books that have been approved for publication by the Yearly Meeting.

A suggestion that Warren Hoskins made at the summer EC meeting, to purchase a mobile Wi-Fi setup for the Yearly Meeting, was discussed but no action was taken.

There was a period of silent worship before the public portion of the EC meeting concluded about 9 PM.

EC as Personnel Committee

Outside of the public portion of the EC meeting, the EC members met as Personnel Committee to do the annual evaluation of the SEYM employees. The minutes of those meetings are not published. It was announced later that the personnel committee gave appreciation for the work of the administrative secretary and the bookkeeper and had approved increasing their salaries to \$18/hour.

ATTACHMENT: Attendees (* indicates EC Member)

Lisa Stewart	Palm Beach MM	Clerk of EC and IBM*
Joel Cook	Palm Beach MM	Assistant Clerk*
Caroline Lanker	Tampa MM	Acting Recording Clerk, Trustee
Neil Andersen	Tallahassee MM	SEYM Treasurer*
Peter Schmidt	Tampa MM	Finance Committee Clerk*
Nancy Triscritti	Tampa MM	Worship & Ministry Committee
Peter Crockett	Saint Petersburg MM	
Dianne Langan	Saint Petersburg MM	SEYM Bookkeeper
Barbara Letsch	Palm Beach MM	Earthcare Committee Clerk*
Phoebe Andersen	Tallahassee MM	SEYM Clerk, Faith & Practice Cmte. Clerk, Publications Cmte. Clerk*
Davida Johns	Saint Petersburg MM	
Richard Freshette	Ft. Myers MM	Gathering Committee
Nancy Fennell	Ft. Myers MM	Worship & Ministry Cmte., CAPP Trainer & Coordinator
Tom Fennell	Ft. Myers MM	Worship & Ministry Cte.
Warren Hoskins	Miami MM	Peace & Social Concerns Cte. Clerk*
Andrea Hoskins	Miami MM	YM Gathering Registrar
Brad Stocker	Miami MM	Earthcare Committee co-clerk*
Gary Crosby	Saint Petersburg MM	
Jack Bradin	Palm Beach MM	Clerk of Trustees, Earthcare committee*
Bill Carlie	Orlando MM	SEYM Membership recorder*
Vicki Carlie	Orlando MM	YM Administrative Secretary <i>*ex-officio</i>