Midlothian Friends Meeting (MFM)
List of Volunteer Contacts

(Last updated June 12, 2023)

There is no set start/end date for any volunteer role at Midlothian Friends Meeting. Please continue in your volunteer role for as long as you are led, providing the Clerk of Meeting advance notice if and when you would like to discontinue, so that an orderly transition may occur. Only the following volunteer roles require an ad-hoc nominating committee to bring a recommended replacement to Meeting for Discernment for approval: Clerk of Meeting, Treasurer, Care Coordinators, and Trustees.

POSITIONS: a Friend who fulfills their defined function for MFM autonomously.

Clerk of Meeting	Facilitates Meeting for Discernment (MfD) according to the process outlined in the MFM Handbook; ensures that Quaker process is followed in the affairs of meeting as outlined in the MFM Handbook; acts as the contact for other entities.	Claudia Farr claudiafarr01@gmail.com 804 305-8461
"Quaker Town Crier"	Sends notices to all MFM Friends using email; receives notices to send, then considers the content using the guidelines provided by MfD and listed in the MFM Handbook.	Claudia Farr claudiafarr01@gmail.com 804 305-8461
MFM Directory	Maintains contact information for Midlothian Friends who are associated with MFM.	Howard Brod howard_brod@msn.com 804 912-5247
"Internet Presence"	Maintains the MFM website, Facebook page, and any other internet-related mechanism.	Dave Clark aretesys@gmail.com 804 744-2657
Treasurer	Manages the monthly budget and ensures bills are paid and contributions are deposited, as outlined in the MFM Financial Procedures and Information manual.	Ann Duncan theannduncan@gmail.com 804 385-7504
Librarian	Organizes the MFM library; purchases new literature for it that has been recommended by MFM Friends, features information & artifacts about Quakers on the library walls.	Howard Brod howard_brod@msn.com 804 912-5247
Scheduler	Schedules private use of the meetinghouse/grounds by outside individuals or groups and MFM Friends.. (Group use of the meetinghouse and grounds by non-profits, for-profits, or unknown individual(s) require permission forms that are kept in the office, and the usage must be approved by MfD before it can be scheduled).	Brian McCutcheon bccmccutch@verizon.net 804 543-9350
Coalition of Powhatan Churches (COPC)	Coordinates MFM actions undertaken in conjunction with COPC.	Claudia Farr claudiafarr01@gmail.com 804 305-8461
Recording Clerk	Records minutes at Meeting for Discernment (MfD) as outlined in the 'Clerk of Meeting' section of the MFM Handbook.	Tom DeWeerd tdeweerd@comcast.net 804 349-5113
VICPP	Serves as the MFM liaison to the Virginia Interfaith Center for Public Policy (VICPP).	Lucretia Farago lsfarago@gmail.com 804 739-7565
Historian	Archives items related to MFM's history, including names of persons who's cremains have been buried or scattered in the Memorial Garden or meetinghouse grounds.	Dave Clark aretesys@gmail.com 804 744-2657
FCNL	Serves as the MFM liaison to the Friends Committee on National Legislation (FCNL).	Stephen Long Prof.long@gmail.com 804-647-8619

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COMMITTEES: multiple Friends who work together as a temporary or permanent group on an aspect of the life of MFM.

Financial Stewardship Committee (comprised of Trustees, clerk of meeting, & Treasurer)	Determines the yearly MFM budget; arranges financial contracts when needed; maintains the long-term financial plan, documentation, and records.	Ann Duncan (clerk) theannduncan@gmail.com 804 385-7504 Roselle Clark Brian Buniva Emily Keenum Heather Stocker Stephen Long Howard Brod
Peace and Social Action Committee	Initiates MFM peace & social justice causes and brings these to MfD for approval; provides information to MFM Friends about approved causes; interfaces with other peace & social justice organizations; coordinates charities for The Thrifty Quaker grants.	Lucretia Farago (clerk) lsfarago@gmail.com 804 739-7565 Roselle Clark Tom DeWeerd Susan Umidi Robyn Johnson Michael Munroe
Spiritual Nurture Committee	TO BE DEFINED	TO BE SELECTED
Emergency Coordination Committee *(comprised of clerk of meeting, Treasurer, & Care Coordinator)*	Called together by the Clerk of Meeting in the event of an emergency affecting meeting, in order to determine a response. Advice from other Friends may also be sought. A course of action will be brought by the committee to the whole meeting for discernment.	Claudia Farr claudiafarr01@gmail.com 804 305-8461 Lisa Allen Ann Duncan

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COORDINATORS: a single Friend who coordinates broad aspects of the life of MFM, routinely involving others as needed or appropriate. There may be multiple coordinators available to coordinate that aspect. Although Coordinators generally function alone, if needed they may consult with each other in an impromptu manner.

Building & Grounds Coordinators	Notification point about issues with the meetinghouse, trees, and pests; facilitates the maintenance and decision-making related to the meetinghouse & grounds as outlined in the MFM Handbook. NOTE: MFM utilizes ad-hoc committees once major building or grounds projects are defined and approved by MfD.	Howard Brod howard_brod@msn.com 804 912-5247 Sandy Fry sandyfry2330@gmail.com 804 920-4058 VACANT
Sanctuary and Immigration Study Group Coordinator	Provides information to Friends regarding the status of immigrants seeking asylum or help; arranges transportation, financial, and information support for immigrants who need assistance; interfaces with other immigrant support agencies and charities on behalf of MFM.	Peter Farago pafarago@gmail.com 804 739-7565
Environmental Study Group Coordinator	Provides information to Friends regarding the health of the environment; arranges environmental activities for Friends to participate in locally; interfaces with other environmental support agencies and charities on behalf of MFM.	Lucretia Farago lsfarago@gmail.com 804 739-7565
Care Coordinators	Coordinates special care needs of Friends that are not routine in nature; also, first one to contact for Clearness Committees, weddings, memorial worships, and recorded membership (all of which will be referred to an ad-hoc committee to execute).	Ann Duncan theannduncan@gmail.com 804 385-7504 Lisa Allen chem.allen@gmail.com 401 932-7759
Youth Coordinator for Religious Education	Coordinates the whole MFM youth program after receiving input from the RE teachers and children, and parents. Seeks approval from MfD before hiring new teachers. Facilitates special youth events and programs once they have been conceived. Serves as the point of contact between MFM and BYM in regards to youth programs.	Liz Wall lizw76@gmail.com 804 638-7517
Racial Justice Study Group Coordinator	Arranges occasions for Friends to increase racial justice through a greater awareness of issues, experiences, and feelings. The goal is to promote racial justice in our community and our nation.	Lucretia Farago lsfarago@gmail.com 804 739-7565

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BOARD OF DIRECTORS: multiple Friends who work together independently of MFM as a legal corporation to fulfill a mission of MFM.

The Quaker Thrift Store, Inc. board of directors (chosen by that corporation; MFM can remove if necessary)	Governs the operation of two legally independent charities: The Thrifty Quaker and Friend$hare - both of which provide financial funds to MFM so it can provide grants to charities and individuals.	Monica Rogers (President) arogers96@hotmail.com 804 639-0325 Brian McCutcheon (Vice Pres.) Patti Barns (Secretary Howard Brod (Treasurer) Ed Pope (Director)