

Midlothian Friends Meeting
Meeting for Worship with Intention for Business
Minutes
Sixteenth Day, Twelfth Month 2012 – 11:00 a.m.

Those in attendance included Howard Brod, Tom DeWeerd, Carol Carper, Jane Roberson, Roselle Clark, Dave Clark, Jim Beran, Carey Roberson, Karie Richards and Susan Umidi.

The clerk opened meeting with a reading of a passage from the new BYM Faith and Practice on the testimony of *peace*, p. 45.

After a review of the agenda, the clerk welcomed those in attendance.

Treasurer's report

The last financial update for 2012 revealed that MFM will have enough to meet all obligations except for the full BYM apportionment.

Meeting thanks Jim Beran for serving as interim treasurer and for all his efforts with this difficult task. Jim did an outstanding job.	
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Nominating Committee

The committee roster for 2013 was presented – Meeting for Business accepted the committee assignments as presented.

The names of the MFM Trustees will now be listed as our financial stewardship as suggested. No starting date will be listed.

Meeting expressed appreciation to Beth and Jan Rappe for their dedication and efforts with Peace and Social Action Committee.	
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The first meeting of committees in January should be organized by the outgoing clerk of the committee with the intention of laying out the work of the committee, choosing a new clerk and an agreeable time to meet.

The clerk hopes to attend the first meeting of each committee for 2013.

Membership

A transfer of membership request from Tracey Cain was received. In response, the clerk of MFM wrote a letter to the clerk of Richmond Friends Meeting expressing support of the request while recognizing all that the Cain family contributed to our meeting.

Spiritual Nurture Committee

Announcement: Christmas Eve Worship will be held at 5 p.m. on Monday, December 24th.

Meeting for Worship with a Concern for Business will start being held on the 2nd First Day in 2013. Potluck will be held on the 4th First Day. Children's RE will be held on the 2nd and 4th First Day's as well.

Peace and Social Action Committee

Quaker House is the charity recipient for December from the Thrifty Quaker. A letter from them is posted on the PSAC bulletin board.

Financial Stewardship Committee

The 2013 budget was presented. A new excel spread sheet format was presented. Financial Stewardship recommended that the building and grounds emergency fund be renamed to just “emergency fund” and that it serve as our buffer for donations in the first month or two of each year. This fund was approved by meeting for the building and grounds to spend in the case of emergency without coming to business meeting for approval.

Members expressed that this should not change but that members of the building and grounds Committee should have the chance to see this proposal from the trustees.

The Financial Stewardship Committee will take under consideration any impact of the name change and confer with Building and Grounds Committee.

All accounts will be combined into one checking account.

Meeting approved the \$709.52 (funds remaining from the Homewood Meeting loan) be designated in the 2013 budget for the RE committee. This is an attempt to show support for projects and activities to reinvigorate our RE program.

Approval of the budget will be held over until the next Business Meeting, the second First Day of First Month (January 11, 2013)

Web Clerk

Our web clerk sought and received approval to post a statement about the tragedy in Newtown CT; our sympathies go out to this community.

The meeting ended in silence at about 12:20 p.m.

TREASURER'S REPORT—TWELFTH MONTH, 2012

As of November 30, 2012, general fund contributions, etc. to Midlothian Friends Meeting (\$12605.58) were approximately 89% of the corresponding portion of 2012 budget (\$14098.33); since then, we have received contributions of at least \$1455, significantly improving our year-end outlook.

Summary of Income and Expenses (for the period 1/1/2012-11/30/2012)

	Previous Report	Eleventh Month	YTD
Income			
--Contributions (to B&G Donations)	880.00	0.00	880.00
--Refunds, etc. (to B&G Donations)	400.00	0.00	400.00
--Contributions (to General Fund)	11211.00	900.00	12111.00
--TQ Reimbursements (to General Fund)	790.90	0.00	790.90
--Insurance Reimbursements/Dividends	1991.68	0.00	1991.68
--Loan Proceeds	31000.00	0.00	31000.00
--Total Income	46273.58	900.00	47173.58
Expenses			
--From B&G Donations	2701.04	0.00	2701.04
--From B&G Long-term Non-recurring Fund	1450.00	0.00	1450.00
--From General Fund:			
----SunTrust Loan/Mortgage	33613.58	0.00	33613.58
----Homewood Loan (First)	3029.90	605.98	3635.88
----Homewood Loan (Second)	313.86	313.86	627.72
----Dominion Virginia Power	751.70	45.71	797.41
----Insurance (partially reimb. by TQ)	1834.65	372.75	2207.40
----VA Interfaith Center for Pub. Policy	100.00	0.00	100.00
----Warranty on Meetinghouse Systems	480.00	0.00	480.00
----Clearing	150.00	0.00	150.00
----Well Pump/Pipe Repair	1755.00	0.00	1755.00
----Fund for Support	375.00	0.00	375.00
----Post Office Box Rental	32.00	0.00	32.00
----Care and Community—pumpkins	50.00	0.00	50.00
----Chimney Repair	0.00	100.00	100.00
----Checks	0.00	30.70	30.70
--Total From General Fund	42485.69	1469.00	43954.69
Total Expenses	46636.73	1469.00	48105.73

December 16, 2012—Midlothian Friends Meeting Twelfth Month Meeting for Business

Summary of Accounts (for the period 1/1/2012-11/30/2012)

	Starting Balance	Additions	Subtractions	Ending Balance
Sub-accounts of Operating Acct.				
--B&G Donations Acct.	1435.00	1280.00	(2701.04)	13.96
--B&G Long-term Non-recurring Fund	1098.83	1125.00*	(1450.00)	773.83
--General Fund	2049.50	45893.58	(45079.69)*	2863.39
Total Operating Acct.	4583.33	48298.58	(49230.73)	3651.18**
Fund for Support Acct.	1606.03	375.00	(500.00)	1481.03**

*These amounts include a partial transfer of budgeted funds from General to B&G Long-Term Non-recurring.

**These amounts omit a 7/16/12 deposit that was misdirected from Operating Account to Fund for Support Account due to SunTrust error and that has since been corrected.

Coming Month General Fund Estimates (for the period 12/16/2012-1/27/2013)

Gen. Fund = (Op. Acct. – B&G Donations – B&G Long-Term Non-Recurring)	Additions/(Subtractions)	Running Balances
Current Balance		3753.39
Undeposited Contributions	165.00	
Total Known Income	165.00	165.00
Expected Expenses:		
--Loan Payments***	(616.85)	
--Dominion (Dec.)	(159.28)	
--Dominion (Jan.) (est.)	(160.00)	
--Hartford Insurance	(38.00)	
--BYM (per budget)****	(1172.40)	
--Total Expected Expenses	(2146.53)	(2146.53)
Expected Balance (Before Further Contributions)		1771.86 (less any add'l amt. to BYM)

***This amount includes monthly payments on two obligations to Homewood Friends Meeting:

- First Loan: As of April 27, 2012, MFM owed \$32,118.83. Interest rate is currently 4%, monthly payments are \$302.99, and both could be recalculated March 1, 2013 and March 1, 2018. Last payment February 10, 2023.
- Second Loan: As of October 31, 2012, MFM owed \$31,000.00. Interest rate is 4% and monthly payments are \$313.86. Last payment October 1, 2022, but loan callable at any time, with principal due 90 days from notice provided by Homewood.

****"BYM will receive Apportionment Payment of surplus \$\$ at end of CY (i.e. surplus over \$2000 operating fund reserve carried over to 2013 for payment of expenses)."

Midlothian Meeting Committee List 2013

Position/Committee and Term	Role of Committee/Position at Meeting	Start Year	Name
Clerk of Meeting 3 year, non-consecutive term	Convenes & facilitates business meeting; Closes worship; Ensures that Quaker process is used in conducting the business of MFM; Official contact for MFM within the community & among wider Quaker groups.	2012	Tom DeWeerd
Assistant Clerk of Meeting 1 year, consecutive term	Assists the clerk of MFM in his/her duties.	2012	Maria Cannady
Treasurer Interim	Manages the day-to-day finances and expenditures of meeting.	2013	Howard Brod
Recording Clerk 1 year, consecutive term	Records the minutes business meeting	2012	Susan Umidi
Peace and Social Action 1 year, consecutive term	Provides social awareness among Friends; Arranges events & information regarding peace & social action; Interfaces with other social action organizations; Designates financial donations from The Thrifty Quaker proceeds to worthy charities.	2013 2011 2013 2010 2012	Carey Roberson Scott Cannady Colleen Brooke Roselle Clark Stephen Long
Scheduler 1 year, consecutive term	Schedules the meetinghouse for use; Maintains the meeting's calendar of events.	2011	Julie Crum
Web Clerk 1 year, consecutive term	Maintains the official web site of Midlothian Friends Meeting.	2000	Dave Clark
Buildings and Grounds 1 year, consecutive term	Facilitates the maintenance and decisions regarding the meetinghouse & surrounding grounds, including building rental.	2012 2009 2012 2009 2011	Karie Richards Howard Brod Larry Barnett Monica Rogers Chuck Grove
Care and Community 3 year, non-consecutive term .	Facilitates pastoral care of Friends, arranges clearness committee meetings, financial assistance, help for life events, and ensures the feeling of community within meeting. Keeps in touch with absent Friends	2011 2012 2012 2013	Carol Carper Cate Grove Heather Stocker Brian McCutcheon
Trustees acting as a Financial Stewardship Committee	Determines the yearly budget for meeting; Arranges financial contracts when needed; Maintains the long-term financial records for meeting; Intervenes if financial emergencies emerge for MFM.	NA NA NA NA NA	Roselle Clark Brian Buniva Howard Brod <i>Treasurer of Meeting</i> <i>Clerk of Meeting</i>

Midlothian Meeting Committee List 2013

Position/Committee and Term	Role of Committee/Position at Meeting	Start Year	Name
Hospitality 1 year, consecutive term	Arranges for hospitality after worship, during potluck, and for special events; Ensures the meetinghouse is supplied with essential items related to hospitality.	2009 2011 2012 2011 2013	Robyn Johnson Jane Roberson Judy Glynn Claudia Farr Cate Grove
Nominating 3 year, non-consecutive term (clerk serves ex officio)	Organizes committees/positions each year; Suggests Friends to fill unexpected committee/position vacancies that might arise during the year; Ensures committees are functioning well; Intervenes when committees need assistance.	2011 2013 2012 NA	Jane Roberson David Stocker Maria Cannady <i>Clerk of Meeting</i>
Representative to FCNL	Serves as our liaison to the Friends Committee on National Legislation	2012	Stephen Long
Religious Education 1 year, consecutive term <i>NOTE: Recommended minimum is 6 people.</i>	Facilitates the spiritual welfare among meeting's children by arranging First Day School and other events that are beneficial for meeting's children.	2000 2012 2012 2000 2008 2011 2013	Emily Keenum Maria Cannady Debbie Long Sheila Johnston Liz Singer Ann Duncan Jane Roberson
Spiritual Nurture 3 year, non-consecutive term.	Ensures the spiritual life of MFM; Greets worshippers on First Day; Provides for a comfortable worship room; Oversees the spirituality of business meeting; Arranges events to enhance the spiritual life of MFM.	2013 2012 2012 2012	Claudia Farr Susan Umidi Ann Duncan Joy Heaton
The Quaker Thrift Store, Inc. Board of Directors 3 year, consecutive term <i>NOTE: The President (clerk) of this committee serves as such for his/her entire 3 year term.</i> <i>NOTE: Recommended minimum is 5 people.</i>	The legal non-profit corporation that governs the operation and financial viability of The Thrifty Quaker (charitable thrift store that provides funding to Peace and Social Action organizations), and FriendShare (publically supported fund that provides one-time financial assistance to persons not associated with Midlothian Meeting).	2009 2011 2011 2011 2013	Beth Schanz © Patti Barns Howard Brod Monica Rogers Ed Pope
Librarian & Historian	Manages the MFM library and archives items to keep a history of MFM.	2011	Howard Brod