

Gainesville Meeting of the Religious Society of Friends
Meeting for Worship with a Concern for Business
11 Eleventh Month 2012

ATTENDING: Dick Beardsley, Gene Beardsley, Cheryl Demers, Jean Larson, Sandy Lyon, Mona Morris, Walter Morris, Betty Odum, Javier Soler, Laura Winefordner, Jean Chalmers, Acting Clerk, Gary Arthur, Recorder

Meeting opened with worship.
The tenth month minutes were read and approved.

TREASURER'S REPORT by Jean Larson:
General Fund Balance: \$6,662.23
Contingency Fund Balance: \$17,456.86

MINISTRY AND NURTURE COMMITTEE by Cheryl Demers:

2012.11.32: Meeting approves the transfer of membership of John Schoonbeck from New Paltz, NY Friends Meeting to Gainesville Friends Meeting.

2012.11.33: Due to lack of response from our efforts to contact him, Gainesville Monthly Meeting lays down the membership of Jessie Cushman.

2012.11.34: Our Meeting sign on NW 8th Avenue will be changed to accurately read that meeting for worship begins at 11 AM.

The Meeting Fall Family Retreat was much appreciated by the 14 or so Friends who attended. The meeting for remembrance was found to be very meaningful by several in attendance. Ministry and Nurture Committee members are interested in observations related to why there were so few present. The committee is planning a Spring Retreat and is looking for ideas for how to best meet Friends needs with regard to that effort.

2012.11.35: Meeting appreciates Sandy Lyon's inspired work to organize and oversee our recent Fall Family Retreat.

HOSPITALITY COMMITTEE REPORT by Mona Morris:

The Simple Gifts Bazaar is scheduled for November 17, 9AM - 3PM, and this year will include a book sale as well as crafts and a white elephant sale. A request was made for set-up help at 1 PM on Friday, 12/15.

The Meeting Christmas Party will be held on December 16 after worship. Everyone is asked to bring something for the Christmas luncheon, and to join in carol singing and community sharing of personal thoughts, reflections, readings, etc after lunch.

PEACE AND SOCIAL CONCERNS COMMITTEE REPORT by Sandy Lyon:
2012.11.35: In word and in deed, Gainesville Friends Meeting supports our SEYM youth, as they work with the Coalition of Immokalee Workers on the Fair Trade Campaign. In doing so, our yearly meeting youth learn Quaker process and practice advocacy. Additionally, individual Friends are encouraged to ask our local Publix stores to sign on to the Fair Food Campaign.

It was suggested that our Meeting find the means to communicate the sense of this minute with Publix Super Markets, and that concern was referred to Peace and Social Concerns Committee.

BUILDING AND GROUNDS COMMITTEE REPORT by Walter Morris:
2012.11.36: Meeting approves giving the use of the meetinghouse free of charge to the Alachua County Green Party for a Tom Neilson Concert on December 16, 2012 from 6 to 9 PM.

Shawna Doran and Michael Canney will be responsible for opening and closing the meetinghouse.

REPORT FROM FORUM ON SEYM SECRETARY JOB DESCRIPTION by Jean Larson:
After hearing the report, meeting expressed gratitude for the work done in putting it together. The complete report is included here in the addenda, and a copy will be sent to SEYM Executive Committee Clerk, Ann Jerome, who will share it with that committee at Interim Business meeting in January, 2013.

PASTORAL CARE COMMITTEE REPORT by Dick Beardsley:
2012.11.37: Gainesville Friends Meeting approves the establishment of a standing Pastoral Care Committee.

The description of the committee's responsibilities is included in the addenda.

Meeting closed with a period of silent worship.
Respectfully submitted,
Gary Arthur, Recording Clerk

ADDENDA:
Report on the Gainesville Monthly Meeting Forum on SEYM Staff 11/4/12
After a review of the process being used to draft the job descriptions for staff for SEYM, the assembled group reviewed the current draft created by Ann Jerome, Nancy Fennell,

and Susan Taylor.

In the description of the Administrative Secretary, we recommend combining responsibilities 10 and 14 into a single item: Manage storage, sale and shipment of publications.

The Gainesville Monthly Meeting webmaster said that now there are ways (e.g. using WORDPRESS) to set up web sites that are easier to manage than the current SEYM web site, and suggests that paying someone for a redesign may save money by eliminating the need for software such as ADOBE MACROMEDIA (GOLIVE and ADOBE ILLUSTRATOR), since the job description does not include web design or logo design. However a program to edit and resize images will be necessary. What software does SEYM already own?

We were unclear whether the administrative secretary would be expected to provide the computer and printer/scanner/fax machine, or if these would be provided by and the property of SEYM. We did not know what is meant by a "high-end" computer.

We think it would be desirable for SEYM to pay for a separate phone line to separate work related calls from personal ones. We would like there to be announced office hours when the secretary would be available by phone.

It is our understanding that the person will likely need to devote a room to serve as the office and place of storage of all the materials and publications involved. Would this be compensated in any way? Have other possibilities been considered, such as an office in a meetinghouse?

Would the requirement of attendance at the annual gathering and the fall and winter interim business meetings be compensated by days/weeks off?

We recommend that required travel expenses, and, when Friendly accommodations are unavailable, related lodging expenses should be covered fully rather than at 25%.

We recommend having periodic professional audits, every year or every other year or every three years. It would be important for the auditor to have easy communication with the financial/bookkeeping staff.

Some of us felt that it would be good to have a professional bookkeeper. We are unclear exactly what portion of the job would be appropriate for a bookkeeper and how much it would cost.

Others felt that a 20 hour a week job would be more attractive, and easier to complement with a second part-time job. One person wondered who would apply for the combined job with its required mix of skills.

We would like to have the trustees accounts separated from the SEYM books. We are

concerned that the SEYM books have not been closed for 3 years.

We would like to consider a part-time youth administrator to plan for the SEYM gathering, and other programs for youth throughout the year.

PASTORAL CARE COMMITTEE REPORT

Pastoral Care Committee Responsibilities:

All meeting members and regular attenders share the duty and privilege of caring for one another. The Pastoral Care Committee assumes leadership in maintaining a caring community, helping all members to find their right roles as nurturers of others.

If requested, this committee helps a member or attender form a clearness committee for personal concerns.

The members of this committee take a personal interest in the spiritual and physical welfare of each member and regular attender of the Meeting. Membership on this committee calls for dedication, tact and discretion. It should be entered into prayerfully, with an alert willingness to be of service.

The committee members talk together confidentially and prayerfully about how they can assist meeting members and attenders who seem to be in emotional or spiritual distress. They call on those who are ill and maintain regular contact with those who have been injured, asking how the Meeting can help--for example, offering visits, cards and prepared food, or holding worship in the person's home or hospital room. If an extended recovery or a death is involved, then, in addition to the above, a card can be sent signed by everyone in the Meeting; likewise a card can be sent to ill or injured members at a distance.

In similar ways a new baby can be welcomed into a family and into the Meeting Community.

The committee members check the directory regularly to see which members or attenders have not been heard from for a while, in order to contact them as seems appropriate. Pastoral Care Committee shares concerns over long-time absences with Ministry and Nurture Committee. The clerk of Pastoral Care Committee is also responsible for getting a list of people ready for the newsletter to be placed under the heading, "Please Hold in the Light."

In conjunction with the Ministry and Nurture Committee, the Pastoral Care Committee will assist in planning for memorial meetings for worship and meetings for remembrance.