

**2018 SESSIONS COMMITTEE FALL MEETING MINUTES
POWELL HOUSE, FRIDAY-SUNDAY, OCTOBER 12-14, 2018**

FRIDAY EVENING, OCTOBER 12

PRESENT: Jeffrey Aaron, Sunfire Kazmayer, Melanie-Claire Mallison (Clerk), Susan Stillman, Doug Way, Deb Wood

REGRETS: Cheshire Frager, Martha Gurvich, Miriam McGiver, Steve Mohlke, Helen Garay Toppins, Corina Tulebech, Matt Weinstock

2018-10-1. Clerk Melanie-Claire Mallison welcomed all and thanked us for coming. She said this evening we would settle in, become reacquainted, review the agenda, and consider our priorities for the meeting. The meeting then settled into silent worship. We talked around the circle about what is going on in our lives.

2018-10-2. Melanie-Claire said that Pay as Led (PaL) would be the main focus of Saturday morning. Budget Saturday would be mainly an announcement. Reports from sub-committees would come following sub-committee meetings in the afternoon. We will codify the policy of what can be scheduled when during Summer Sessions. If time is available, we will consider a celebration for our 325th anniversary in 2020. The Child Protection Policy has been approved by the powers that be, so will be more of an announcement than discussion. Melanie-Claire asked Friends to look over minutes from Summer Sessions for approval in the morning.

SATURDAY, October 13, 2018

PRESENT: Jeffrey Aaron, Sunfire Kazmayer, Melanie-Claire Mallison (Clerk), Robin Mullaney, Dawn Pozzi, Susan Stillman, Doug Way, Deb Wood

2018-10-3. The meeting opened with silent worship.

2018-10-4. Melanie-Claire read the minutes from July 25, 2018 and July 27, 2018. These were approved. (Attached)

2018-10-5. **Payment Issues:** Melanie-Claire had previously distributed the attached document **Summer Sessions, 2019: Payment Issues**. Doug Way read the document. Friends asked clarifying questions. One item of note is that PaL has been approved only for 2019.

After discussion, Sessions Committee approved scheduling a conference call meeting for the clerk of Financial Services Committee, GSCC Clerk, clerk of Sessions Committee, clerk of NYYM Trustees, NYYM Treasurers and clerk of Sessions Finance Sub-committee to be held prior to Budget Saturday. Melanie-Claire will arrange the time for the call.

- The main reason for this call is that Sessions Committee needs a clear accounting for all YM sessions to capture all actual expenses and revenue, including intra-NYYM transfers.
- Sessions Committee would like to establish a mechanism, perhaps a fund, for Spring and Fall Sessions, so that a positive balance could be carried over from year to year.
- Sessions Committee similarly would like to have a fund for Summer Sessions for the same reason.

- In the interest of clear accounting, the Sessions Committee requests that the Spring Fall Sessions budget line be a contribution to the newly created Spring/Fall Sessions fund.
- Sessions Committee requests that the budget line for Summer Sessions become a contribution to the newly created Summer Sessions Fund. Consideration could be given to having the JYM Summer Sessions budget line be a contribution to the Summer Sessions Fund.

2018-10-6. **Registration Summer Sessions 2019:** Doug reported that PaL had been approved Summer Sessions 2017. Beginning in 2019, our contract with SB will have “master billing” – which means that now, NYYM is responsible for paying Silver Bay the contracted and final sums (\$40k deposit, \$200k guarantee by July 1st, remaining balance by July 27th, end of Summer Sessions 2019). NYYM will need a process for collecting fees to cover the cost of our contract. NYYM rather than Silver Bay will be assigning rooms. The registration process, including room assignments, for 2019 Summer Sessions will need to reflect this reality. The cost for having a Salesforce assigned consultant build the registration form would run to around \$25K to \$30k. Irrespective of the cost, the time for using a consultant would not allow for a registration form to be developed before January 1, 2019.

Sessions approved that for 2019 we must work through the registration process on our own, using our own resources.

2018-10-7. **Child Protection Policy:** Melanie-Claire had distributed a proposed Child Protection Policy to Reduce the Risk of Child Abuse to NYYM Trustees, YM Clerk, clerk of GSCC. JYM Coordinators, and a few others, for comments. It was reviewed by attorney Frederick Dettmer. The revised document was distributed to Sessions Committee with the agenda for this weekend. It includes a Child Protection Registration Form and a Background Investigation Consent Form. Several questions and comments were considered. The attached policy and forms were approved.

2018-10-8. **2019 Sessions Committee Budget Request:** Doug distributed the expenses for 2017, the 2018 budget, the 2018 actual numbers to date, and a draft 2019 budget. Melanie-Claire noted a number of items that are included in the expenses for 2019 Summer Sessions Program. The committee approved our 2019 budget request for \$280,200. Several committee members plan to attend Budget Saturday.

2018-10-9. **Spring Fall Sessions Manual:** Melanie-Claire and Deb had worked on revising the Spring Fall Sessions Manual for Host Task Groups. With a few more tweaks, the draft will be distributed to Sessions Committee for prompt approval.

2018-10-10. **Summer Program Subcommittee:** Doug summarized the work of the Summer Program Subcommittee during the afternoon, including ideas about a theme and for plenary speaker(s). Jeffrey suggested a theme of “Friends come in All Ages, sizes and colors”. Friends approved. The sub-committee had discussed several activities that would help bridge the gap between ages. Melanie-Claire will ask the suggested plenary speakers.

The subcommittee felt that the WAAG would need few changes. One suggestion was to hold two interest groups during Café Night. Friends approved.

A brochure advertising Summer Sessions, 11”x17” folded in half, will be produced for distribution at Fall Sessions. Melanie-Claire would like to have text by the end of next week. Pictures of Friends at Summer Sessions will be interspersed. Jeffrey will produce text for the brochure around the

theme. The text will also feature the changes to expect this year, plenary speaker(s) if finalized, a reminder about Pay as Led, where to find more information about registering for Summer Sessions, dates for registration and payment.

We discussed the reason for asking for evaluations. It was suggested that we simplify greatly and just ask how the new registration process went for participants, how PaL affected their experience, and perhaps an open response box for any other comments.

2018-10-11. Written policy for scheduling during NYYM sessions. MC was copied in on a request from an individual to hold a workshop during committee or coordinating committee time at Summer Sessions. MC suggested that it is time to write and approve our policy for scheduling events during summer sessions. The committee agreed that we are clear on our policy. Codifying this and pointing out exceptions would be helpful. Melanie-Claire and Deb will work on creating the document and will bring it to a future meeting.

2018-10-12. Spring Fall Sessions (SFS) Coordinator & Liaison Report: Melanie-Claire reported that plans for Fall Sessions are shaping up well. We needed to reserve more beds at the hotel for registrants, which opens up a whole new way of thinking for future sessions! MC reminded us that we will be gathering very soon after elections, and we may need to be aware of the feelings generated by that event.

Spring Sessions 2019, April 5-7, will be held at Oakwood Friends School (reserved), hosted by Nine Partners Quarterly Meeting. Karen Snare and Don Badgley are already on the NPQM Host Task Group.

Fall Sessions 2019, November 1-3, will be hosted by Northeastern Regional Meeting. MC is in contact with Doane Stuart School and Powell House to arrange venues.

In conclusion, MC reported that because of the new way we are handling registration fees for SFS (“suggested” instead of required) and the new way the YM treasurers have chosen to account for Spring and Fall Sessions costs, the Sessions Committee 2018 SFS budget is almost exhausted. Fall Sessions will most certainly take us well over budget.

2018-10-13. Minutes were approved. The meeting closed with silent worship, followed by a hand holding, standing circle.

Respectfully submitted,

Melanie-Claire Mallison
Clerk

Deb Wood
Recording Clerk