

Recommendations from the Bequest Use Committee to Richmond Friends Meeting
Approved by 11th Month Meeting for Worship with a Concern for Business (11/21/2010)

After a series of committee meetings, a listening circle, presentation at 10th Month Meeting for Worship with a Concern for Business, and with consideration of feedback from the broader RFM community, the Bequest Use Committee brought the following recommendations to 11th Month Meeting:

1. The Bequest Use Committee recommends the formation of a new Committee: The Adult Spiritual Education Committee (ASE). This Committee would have responsibility for adult spiritual education as defined by Ministry & Worship, as specified in Jean's will. Responsibilities of the new committee would include the study of scriptures (such as Bible Workbench), the study of Quaker history, testimonies, and values (such as Quakerism 101), study groups (such as Spiritual Formation), speakers, forums, adult religious education, and other activities. These responsibilities would transfer to ASE from Ministry & Worship (M&W) Committee. Fall Retreat will be a joint responsibility of these two committees.
2. ASE would have an annual budget from Jean's bequest to develop programs that benefit our Meeting as a whole and to purchase materials for Bible Workbench. In addition, ASE could use some funds to award need-based scholarships for individuals (members and attenders) who want to participate in adult spiritual education activities, especially those sponsored by the wider Religious Society of Friends. Because the Mary Hulburt Fund is designated for first-time participation in specific Quaker activities, it seems appropriate that ASE administer this fund.
3. The Bequest Use Committee recommends that the members of ASE be members of Richmond Friends Meeting and that they be appointed for three years, with staggered initial terms to ensure continuity of membership over time. Current members of M&W who have one or two years remaining on their terms should be allowed to choose either to continue on M&W or to serve on ASE. Nominating Committee will determine the appropriate size of ASE and M&W and will fill ASE as soon as feasible. Like other committees, ASE will report periodically to Meeting for Worship with a Concern for Business on its activities and accomplishments.
4. ASE will work with Financial Stewardship to develop guidelines for the investment and expenditure of the bequest funds over time. ASE and Financial Stewardship will present these guidelines to Meeting for Worship with a Concern for Business for approval as soon as practicable. In developing these guidelines, the committees will consider the following recommendations made by the Bequest Use Committee and approved, in principle, by Meeting at 11th Month Meeting for Worship with a Concern for Business:
 - a. Since the amount of the bequest funds is still unknown, the Bequest Use Committee recommends dividing the funds into two parts for budgeting purposes. The Bequest Use Committee recommends that \$20,000 of the funds from the bequest be held in reserve, to be invested and monitored by Financial Stewardship. It is anticipated that these funds would grow over time and would generate income to be used for adult spiritual education after the amount over \$20,000 (see paragraph 4.b., below) has been expended.
 - b. The Bequest Use Committee recommends an annual budget for ASE of five to 10 percent of the amount of the bequest funds over \$20,000 for a period of ten to twenty years, depending on the amount expended each year. The exact amount of each year's budget will be determined through the normal budgeting process and approved in a Meeting for Worship with a Concern for Business.
5. Following the review and support of this proposal by M&W, this proposal was presented at the 11th Month Meeting for Worship with a Concern for Business and refinements suggested at that Meeting are reflected here.

These recommendations were approved and the Bequest Use Committee is now laid down. (Committee Members: T.J. Armstrong, Diane Bowden, Howard Garner (clerk), Bette Gilchrist, Steve Humphrey and Rita Willett.)