



January 10, 2021

# Minutes & Reports

## Friends Meeting at Cambridge

### Meeting for Business in Worship

January 10, 2021

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Friends Meeting at Cambridge (FMC) gathered in a Meeting for Business in Worship, virtually on Zoom, on Sunday, January 10, 2021. The Meeting was convened by Deborah Colgan, Co-Presiding Clerk, after a period of silent worship, with 41 people present. The Clerk opened the meeting by singing the Joan Baez song "No Man Is an Island," words by Peter Schickele (modified to use more inclusive language):

*No one is an island, / No one stands alone,  
Each one's joy is joy to me, / Each one's grief is my own.  
We need one another, / So I will defend,  
Each one as my family, / Each one as my friend.  
I saw the people gather, / I heard the music start,  
The song that they were singing, / Is ringing in my heart.  
When I help another, / Then I know that I,  
Plant the seed of friendship, / That will never die.*

### Announcements

2021-001

The Clerk announced that our member Hugh Barbour died on January 8, 2021. Friends held Hugh, his wife Sirkka, their children, extended family and friends in the Light.

The Clerk reminded us of a meeting of clerks and convenors of committees and groups on January 24. The Disability and Accessibility Awareness and Coordination (DAAC) Working Group will be presenting, along with other agenda items.

The Clerk told us that Clerks Team will be working with the Imagining Faithful Structures Working Group to design a threshing session, to take place in late February, on how to see our budget as a moral document.

Evaluations of our staff will be conducted starting in February; Jan Nisenbaum will be asking Friends at FMC for their feedback.

***Memorial Minute for Roger Webb*****2021-002**

Jonathan Vogel-Borne, for Ministry & Counsel, read a memorial minute for Roger Webb, who died on June 10, 2019, the day after he rejoined FMC as a member after forty years away. We held Roger and his friends and family, a number of whom were in attendance, in the Light. Friends accepted the minute with joy and gratitude. The Memorial Minute will be published in the January 10, 2021 edition of Minutes & Reports.

***Update from the Treasurer*****2021-003**

Jane Jackson, Treasurer, presented an update on the Meeting's financial situation as of November 30, 2020. Jane reported that Meeting had a July through November deficit of about \$11,000, which is much below our budgeted year-to-date deficit of \$90,000. (Although contributions were \$16,000 below the budgeted amount, personnel expenditures were much lower than was budgeted, primarily because we had no Resident Friend and we received a large rebate for health insurance.)

About \$70,000 of the Capital Improvement Fund has been spent on replacing windows in the Meetinghouse and as a deposit on replacing the elevator. (We expect a grant of \$50,000 from the Cambridge Historical Commission to help defray the cost of the windows.)

Jane's notes will appear in full in the January 10, 2021 edition of *Minutes & Reports*.

Friends expressed appreciation for Jane's stalwart work as Treasurer.

***Draft Guidelines for Introductions at FMC Meetings and Events*****2021-004**

Liz Moore, Clerk of the Disability and Accessibility Awareness and Coordination (DAAC) (DAAC, or Disability) Working Group, presented a draft of guidelines for introductions at non-worship meetings and events on Zoom. The guidelines are motivated by the need to have participants say their own names aloud in order to be as welcoming as possible to people who have difficulty reading the names on the screen and to newcomers who are unfamiliar with the participants. Liz also emphasized that speakers during meetings should be identified orally by either the convenor who has called on them to speak, or by the speakers themselves. (It would be a good practice for speakers to always preface their messages by mentioning their names, because people often recognize others by voice even if their vision is fine, and because the practice beneficially slows things down and helps speakers to ground themselves before they begin their message.)

The guidelines recommend several practices, which for the most part have already been implemented. These are meant to be flexible; the main thing is that the goals of the guidelines should be met. Specifically, the guidelines ask:

- that the convener (or another designated participant) of an event read three names at a time from the participant list, asking those three people to say their names themselves.
  - that if a person called on does not respond, another should go ahead.
  - that, if two or more people are sharing a Zoom tile (box), they should each respond when the name on that tile is read.
  - that, if people are missed because they join the event after their name would have been called, they should be asked to share their names at the end. Likewise, people joining after introductions are complete should be invited to introduce themselves.
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- that, during the event, if people share without being explicitly called on, they should identify themselves (best practice being that they identify themselves in any event).
- that conveners not identify participants with disabilities for whose benefit it is important to follow the guidelines.

In answer to a question about closed captioning for the benefit of those hard of hearing, Liz said that Zoom's automatic closed captioning is only about 80% accurate. Having a volunteer do it would require training, and paying someone would be quite expensive. She pointed out that some people have found it easier to hear on Zoom than in the Meetinghouse.

A Friend suggested that it's beautiful when we ask everybody in a Zoom event to pray for the participants as they introduce themselves.

Friends approved the guidelines, understanding that they are meant to be flexible.

The Meeting for Business in Worship adjourned at 3:00 pm, with Friends intending to gather next in a Meeting for Business in Worship on Sunday, February 14, at 1:15 pm on Zoom.

Deborah Colgan, Co-Presiding Clerk  
David L Myers, Recording Clerk

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## *Memorial Minute for Roger Webb*

### *November 10, 1934 – June 10, 2019*

At meeting for worship in the spring of 2019, an older, white-haired man struggled to his feet to offer ministry at the Cambridge Meetinghouse and began by saying, "I was born a Quaker and I want to die a Quaker..." After a long absence from the Friends community Roger Webb returned home to Meeting, where his membership was approved by Friends Meeting at Cambridge (FMC) on June 9th, 2019, just one day before his passing.

Roger began attending Friends Meeting at Cambridge shortly after he came to Harvard College in 1952 and joined the meeting in November of 1966. In 1967, as a witness against the growing U.S. war in Vietnam, the Meeting provided sanctuary for a man who was a conscientious objector to war and absent without leave (AWOL) from the military. Perhaps due to the Meeting's support of this act of civil disobedience reflecting the polarized politics of the day, or perhaps because his career and family began to take precedence, after a few years Roger drifted away from the Meeting, resigning his membership in 1979. Rejoining the Meeting 40 years later, Roger came full circle, returning to his Quaker childhood roots.

The youngest of four siblings, Roger was born into a Quaker family in Montclair, NJ on November 10, 1934 to Eleanor Miller and Nathaniel Conant Webb. During childhood he spent summers visiting family in Sandy Spring, MD, where he became immersed in his Quaker heritage. In the company of his "Gaga" (grandmother) and extended family, Roger attended First Day (Sunday) meetings for worship at the nearby 18th century Quaker Meetinghouse. He fondly remembered making up small games to entertain himself in the silence. Years later, in his adulthood, Roger returned to the Sandy Spring Meeting, where he was surprised to find it

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had been transformed from a rural farming community into a suburb of Washington and Baltimore.

After attending Montclair Academy and The Choate School, in Wallingford, CT, he graduated from Harvard College in 1958, with a two-year interlude in the U.S. Army from 1954 to 1956. He went on to Harvard Business School, graduating in 1961. Roger's marriage in 1959 to Anne Van Vleck, an art history major at Smith College, sparked his interest in historic architecture, the field which was to become his lifelong career and passion.

A pioneer in preservation real estate development in Boston, Roger established Restoration and Relocation Enterprises (RARE) in 1963, a historic preservation contractor engaged in adaptive building reuse and relocation. Among the projects he completed were the relocation of a Greek Revival style chapel to the Belmont Hill School and the relocation of numerous structures threatened with demolition to locations in Cambridge, Brookline and Belmont. In 1966, Roger established the Architectural Heritage Foundation to jointly conduct a feasibility study for the reuse of the Quincy Markets in Boston. That feasibility study created the framework for the subsequent redevelopment of the markets by the Rouse Company into what later came to be known as the Faneuil Hall Marketplace. Roger's signal accomplishment was working with Mayor Kevin White to preserve the recently vacated Boston City Hall building on School Street. At the time, little value was seen in historic buildings, with the city in the midst of a sweeping urban renewal movement. The successful rehabilitation of Old City Hall for commercial office use, became a model for other preservation efforts and helped to ignite interest in historic preservation locally and nationally. Roger later helped to establish the non-profit revolving fund Architectural Conservation Trust, which evolved into Preservation Massachusetts, the state-wide advocacy group for historic preservation.

Throughout his life, Roger maintained vigorous physical health. Once, after being advised by a sports doctor to take up yoga, he sought instruction at a small personal growth center in Watertown with yoga classes taught by Jon Kabat-Zinn, the founder of mindfulness-based stress reduction. He later enrolled in a teaching program at the Kripalu Center for Yoga and Health and continued to practice yoga daily, for nearly five decades. He was last documented doing a headstand in February 2016, to the delight of many.

Roger's love of family and friends pervaded nearly every activity and was the generator of numerous group trips and adventures involving multiple families and generations. Group sailing expeditions to Maine or the Caribbean were a favorite, particularly if they included dancing to a steel drum band. At any family wedding Roger was often the last to leave the dance floor.

In retirement, Roger immersed himself in caring for grandchildren and took every opportunity to connect to the people around him. He continued to enrich his life by taking classes in painting, history and writing. Painting became a passion and he used his lifelong interest in the built environment to create voluminous travel sketches and paintings wherever he went.

Roger was a lifelong seeker. In his 80s, Roger participated in a series of creative writing classes, during which time he crafted a series of memory essays entitled *Cheers and Tears Over the Years: My Story*. In it, he wrote, "My retirement about ten years ago and my divorce brought me self-discovery. I spent a lot of time getting to know myself more deeply. ...my life is still a work in progress. Even at 80, I am still evolving."

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Roger died peacefully in the care of hospice and his three daughters Rebecca, Mary and Ruth on June 10, 2019. A packed, joyous, and deeply moving memorial meeting for worship was held for Roger at the Cambridge Meetinghouse on July 13, 2019.

Roger is survived by his ex-wife Anne Webb, his daughter Rebecca Webb and her husband Christopher Heye of Belmont, his daughter Mary Webb and her husband Sean McDonnell of Cambridge and his daughter Ruth Webb and her husband Matthew Bellows of Cambridge, and his eight grandchildren Peter, Austin, Kate, Margaret, Claire, Anna, Nelson and Roy. He treasured his close relationships with his nieces and nephews.

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## *Notes on FMC Financial Statements for the Period Ended November 30, 2020*

### **Budget vs. Actual report:**

**Contributions** \$16,400 below budget as of 11/30.

**Account 5010 Principal Staff:** Below budget because July 1 payroll was recorded on June 30, in prior fiscal year; also, stipend for Interim Coordinating Team (ICT) member had not yet been paid as of November 30.

**Account 5020: Hourly Staff:** Below budget because only one hourly staff person is currently on payroll.

**Account 5610 Medical Insurance:** Far below budget because in November we received a \$16,000 return of premium from our health insurance provider Everence. Medical Insurance for Facilities Manager was included in budget in case we need it in the future. The amount has not been spent thus far this year.

**Account 7500 Organizational Memberships—NEYM:** paid in December.

**Account 7600 Other Organization Grants:** Quaker Voluntary Service and Cambridge Interfaith Sanctuary Coalition paid in December.

**Net deficit:** We finished November with a deficit of about \$11,000, which is \$79,000 “better” than our budgeted year-to-date deficit of \$90,000.

### **Balance Sheet:**

**Account 1000 Total Cash:** Cash has dropped from \$197,000 on 7/31 to \$137,000 on 11/30. Trustees Committee has authorized liquidation of some investments to cover our future cashflow needs.

**Account 3130 Capital Improvement Fund:** Year to date about \$70,000 has been spent from this account, \$37,000 for the Friends Center windows upgrade and \$33,000 deposit on replacing the elevator. Total spent for the window upgrade was \$56,000; \$50,000 will be offset by a grant from Cambridge Historical Commission.

Jane Jackson, Treasurer

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## Guidelines for Introductions at FMC Meetings/Events on Zoom

*This was approved at Meeting for Business in Worship, 1/10/2021, with the understanding that the guidelines are meant to be flexible, that the important thing is to have participants say their names in their own voice.*

### Introduction

The Disability and Accessibility Awareness and Coordination (DAAC) Working Group has developed the following guidelines for making introductions at the beginning of FMC meetings/events that are conducted on Zoom, with the exception of Meetings for Worship. The purpose of these guidelines is to create a welcoming and inclusive environment for all at FMC by asking each person present to introduce themselves by stating their name. This process facilitates full participation by all, especially people who are blind or partially sighted, people who call into Zoom on a phone, and people who are new to FMC.

The following guidelines are meant to be used by the person who is clerking/facilitating the meeting/event. During the introduction process, the clerk/facilitator should use the language that is most comfortable for them, while conveying the intention of the guidelines. The clerk/facilitator may ask someone else (e.g., a co-clerk or tech host) to assist with the introduction process in advance of the meeting/event. It is important that the clerk/facilitator does NOT identify any specific individual(s) with a disability as the reason for making introductions.

### Guidelines

1. As the clerk/facilitator of the meeting/event begins the introductions, they should say that they are inviting all to introduce themselves to create a welcoming and inclusive environment for everyone at FMC. They might also invite those present to hold each person in the Light as they introduce themselves.
  2. The clerk/facilitator should indicate that they will read three names at a time from the participant list so that each of those three people can, in order, unmute themselves and give their name and pronouns (if they wish) and then re-mute themselves.
    - a. The clerk/facilitator should also encourage folks to go ahead and introduce themselves if the person preceding them does not respond.
    - b. Also, if other people are together with the person whose name has been read, the clerk/facilitator should invite all in the Zoom box on the screen to introduce themselves.
  3. The clerk/facilitator should continue to read three names at a time until they have completed the participant list.
    - a. Because new people may have joined the meeting/event during the introductions, the clerk/facilitator should then ask anyone who joined or was missed during the process to raise their hand so they can be called on to introduce themselves.
    - b. If someone joins after the meeting/event has begun, the clerk/facilitator should, at some logical break, ask the newcomer to introduce themselves.
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4. During the meeting/event, when the clerk/facilitator calls on someone, they (the clerk/facilitator) should say the person's whole name.
    - a. It is good practice for people always to identify themselves when speaking, especially if they speak without having been called on by name.
    - b. However, if introductions have been made at the beginning and the individual is called on by name, they don't necessarily need to restate their name.
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## Friends Meeting at Cambridge

Return Service Requested

### Meetings for Worship at FMC

#### 5 Longfellow Park, Cambridge

Sundays 10:30 am  
5:00 pm  
Wednesdays 8:30 am to 10 am

#### South Shore Preparative Meeting

155 Washington St. (Rt. 53), Pembroke  
Sundays 10:00 am  
Jim deVeer  
781-982-0653

#### Worship Group at Brookhaven

1010 Waltham Street, Lexington  
Sundays 10:30 am  
Elisabeth Cotten  
781-862-7578

### Other Nearby Worship Opportunities

#### Acton Friends Meeting,

Contact Clerk, [acton@neym.org](mailto:acton@neym.org)

#### Amesbury Monthly Meeting, 120 Friend St., Amesbury

Sundays 10:00 am

#### Beacon Hill Friends Meeting, 6 Chestnut St., Boston

Sundays 10:30 am

#### Cambridge Friends School, 5 Cadbury Rd., Cambridge

Tuesdays 8:30 to 9:00 am

#### Framingham Friends Meeting, 841 Edmands Rd., Framingham

Sundays 10:00 am

#### Fresh Pond Monthly Meeting, CFS Cambridge

Sundays 10:00 am

#### Lawrence Monthly Meeting, 15 Forest St., Methuen

Sundays 6:30 pm

#### Nashoba Worship Group, [nashobaquakers@gmail.com](mailto:nashobaquakers@gmail.com)

Sundays 10:30 am

#### North Shore Monthly Meeting, 74 Hart St., Beverly Farms

Sundays 10:00 am

#### Wellesley Friends Meeting, 26 Benvenue St., Wellesley

Sundays 10:30 am