



February 22, 2024

# Minutes & Reports

## Friends Meeting at Cambridge

### Meeting for Business in Worship

February 22, 2024

#### Inside this issue:

<i>Minutes, Feb. 22 MBW</i>	1
<i>Notes on Discussion of Heat Pump Proposal</i>	2
<i>Trustees Committee Report on Heat Pump Proposal</i>	3
<i>Highlights of Fiscal Year 2023 Treasurer's Report</i>	5

Friends Meeting at Cambridge (FMC) gathered in a Called Meeting for Business in Worship on Thursday, February 22, 2024, at 7:00 pm.

The Meeting started with approximately 30 Friends in virtual attendance. The Clerk provided a guided meditation to support centering into worship. The Meeting started with introductions of all attending.

The Clerk asked for permission for David L. Myers to serve as Presiding Clerk and TylaAnn Burger to serve as Recording Clerk for this meeting. This service was approved.

#### **Trustees: Electric Heat Pump System**

**2024-001**

David White and Mark Webster, Co-Clerks of the Trustees Committee, presented the heating system proposal on behalf of the Committee. They propose that the Meeting proceed with the installation of an electric heat pump system for the Meetinghouse. The total cost of the project would be \$143,000, much of it coming from property funds stewarded by the Trustees Committee. The Meeting would need to approve the use of \$52,000 from our unrestricted funds to complete funding for the project.

While some concern about process was raised, the concern was not taken up by the Meeting and general support for the proposal was expressed. Friends asked that transparency in considering future projects be part of the care given such work. Friends noted that the proposal to share some of our funds to support heating needs in the community should be part of our funding consideration when appropriate.

The Clerk asked for consideration of approval and the Meeting approved the use of \$52,000 of unrestricted funds to complete funding for the installation of a new electric heat pump system in the Meetinghouse. We note that this project reaffirms our commitment to reducing our use of fossil fuels as a meeting community.

The Clerk asked whether the Meeting was comfortable forgoing a second reading of this proposal, as is usually expected for changes in our budget, and allowing the project and funding to proceed from this Meeting. Friends agreed to go forward with no second reading for this specific decision.

The minutes were read and approved. The Meeting closed with worship at 8:35pm.

David L. Myers, Temporary Presiding Clerk

TylaAnn Burger, Temporary Recording Clerk

---

## *Notes on Discussion of Electric Heat Pump Proposal*

The Clerk noted that the Trustees Committee initially presented a session on the proposal on the heating system replacement 10 days ago after Meeting for Worship and additional material and information sheets have been provided. A Friend raised the concern that this material had been reviewed in multiple opportunities and that we not start from the beginning again tonight. David White reported that tonight's presentation was abbreviated with the understanding that significant information had been shared.

David White and Mark Webster presented a brief PowerPoint presentation reporting on the age of our current system, the advantages of the electric heat pump system, and the environmental impact of the proposed system.

The quote for the proposed system is \$143,000, with the possibility of a \$20,000 rebate. The work with the engineering consultant was very favorable and the Trustees Committee recommends continuing to work with this firm. The proposed price guarantee has now been extended through March. Mark noted that the Trustees have some funds available to meet the cost, but not enough; \$52,000 would need to be used from our unrestricted funds. The current market value of unrestricted funds is a little over \$2 million.

David White noted the meeting's continuing efforts to address environmental concerns and specifically our carbon footprint. Mark addressed some of the questions they have already received about the system, how it would work in the Meetinghouse environment, and other concerns.

The Clerk asked friends to raise questions about the proposal. Friends asked for information about the age and efficiency of the current system, and the efficiency of our doors and windows in the Meetinghouse. Information was shared about improvements in some of the windows and doors. It was noted that the addition of cooling in the summer might increase rental opportunities. One Friend raised the question of whether we should also consider donating funds to an organization that supports heating needs in areas of Boston. The question was

---

raised as to what might be delayed or not done if we spent this money in this way, specifically some roofing concerns. It was reported that no important work would be delayed, and the roofing work was planned to use funds available. Jane Jackson, Treasurer, reported on the rollover funding of the property fund and that only about half of the current funds were to be used in this project—leaving funding for additional work.

In response to a question, it was noted that there would be no change in appearance in the Meetinghouse, as there would be no change in the air distribution system. Mark showed drawings of the air handling units, condensers, and other units that would be installed in the furnace room and out behind the Meetinghouse.

The question was again raised about whether anything is being deferred and if the entire amount should be taken from unrestricted funds. Members of the Trustees Committee responded that nothing significant was being deferred and that the Trustees Committee felt that major property expenditures were a responsibility of the Committee and that it was correct for a significant portion of funding to come from Trustee Committee funds.

The meeting moved to a discussion of the proposal. A Friend raised a question about the Trustees Committee process in determining priorities and when to share that process with the Meeting as they consider projects. Friends expressed general support with their questions.

Another Friend noted the value of this project as an environmental witness in our community and in the state. Friends also noted the value of the Material Aid and Advocacy Program (MAAP) in providing care and warmth to people in need.

Discussion continued about transparency in developing projects and seeking for balance in when a project is ready to provide sufficient information for real consideration. Perhaps some thinking about the role of committees was needed. Concern was raised about trusting committees with the detailed preparation of matters and when to involve the Meeting in the process.

At the end of the Meeting, concern was raised that we remember that we are all stewards of our resources and our community. Raising questions is not an indication of the level of trust, but part of participating in the community.

---

## *Greening FMC: A New Heating System for the Meetinghouse*

[This report was the material that Trustees Committee presented at the Business Meeting in Worship on 2/22/2024.]

For many years, FMC has been making efforts to reduce our environmental footprint. The Trustees Committee and others have taken a number of actions to reduce our energy use and the associated environmental and greenhouse gas impacts. Through these combined efforts we have reduced our CO<sub>2</sub> emissions by over 50% compared to 2005.

---

### **Proposed New Heating and Cooling System for the Meetinghouse**

Our current project is an electric heat-pump replacement for the old oil-fired furnace in the Meetinghouse that is nearing the end of its life. The Trustees Committee has identified an electric heat-pump replacement system that:

- Eliminates oil furnace carbon emissions (by 100% using green electricity),
- Heats the building efficiently (electricity cost likely less than what we pay now for oil),
- Filters the air to control the spread of air-borne diseases such as Covid,
- Makes use of the existing ducts and does not require new wall openings,
- Allows for independent control of the basement MAAP space and the Meeting room, and
- Will also provide cooling if we need it in the summer.

### **Process**

To investigate the possibilities for upgrading the old oil heating system in the Meetinghouse, we hired a mechanical engineering firm, Elevated Design (EDI), to evaluate what was there and what the options might be. They designed an electric-heat-pump-based system that has many benefits (as listed above). They produced design drawings and recommended several contractors. We reached out to the contractors and, based on cost and references, have selected Guardian Energy. We received a proposal from them in mid-December with a firm price for two months. The total cost is \$143,000, which is offset by some rebates (see below). We also plan to engage EDI to monitor the contractor's work. A project for the future is the heating system for the Friends Center, which is likely to be more difficult and expensive for a number of reasons.

In December 2023, we published and distributed an initial description of the proposed project. On January 7, we presented the project information in a Sunday morning Forum. On February 11, we held a Sunday afternoon session to further discuss the project and answer questions. We hope to bring this to a Meeting for Business on February 22 to get initial approval.

### **Financial**

The total bid cost for the project is \$143,000; expected utility rebates of \$20,000 reduce the net cost to \$123,000. The Trustees Committee has some funds available but will also need to invest about \$52,000 from FMC's unrestricted invested funds, which on Dec. 31 were valued at over \$2,000,000.

### **Greening Commitment and History**

FMC has a long history of environmentally responsible efforts.

On January 27, 2008, the Meeting approved a Minute on Carbon Emissions Reduction (selected items below):

- Faced with firm scientific evidence of climate change and knowledge of the devastating consequences for all life on earth if it is unchecked, Friends Meeting at Cambridge feels
-

called to faithful action. We are prepared to take substantial measures to reduce our own households' and the Meeting's greenhouse gas polluting.

- We envision that this process will include contracting for professional consultation regarding the costs and efficacy of our options and that it will progress incrementally, though without delay.

Some previous actions that have been taken are:

- Installed energy-efficient lighting in all the buildings;
- Installed a dish sanitizer to eliminate the need for disposable plates and utensils, switched to cloth napkins, implemented food composting;
- Commissioned the 2010 EnerSpective Study (energy and water efficiency assessment report) that identified and prioritized improvements to building enclosure, heating, domestic water, ventilation/cooling, and lighting;
- Organized 2012 HEET Volunteer Day (energy- and water-saving improvements);
- Switched to 100% Green Electricity through the City of Cambridge;
- Renovated Friends Center and Meetinghouse windows (reducing air leakage, \$50,000 Cambridge Historical Commission (CHC) grant);
- Installed a new energy-efficient exit door on the Meetinghouse;
- Blower door test and thermal imaging for Meetinghouse (Spring 2023); and
- Added storm windows on Meetinghouse (CHC grant) (Fall 2023).

**These combined efforts have reduced FMC's CO<sub>2</sub> emission by over 50% from what they were in 2005.**

**The new electric heat pump heating and cooling system proposed for the Meetinghouse is another step in our commitment to carbon emissions reduction.**

If you have any questions, contact Mark Webster or David White at [trustees@fmcquaker.org](mailto:trustees@fmcquaker.org)

---

## *Highlights of the Treasurer's Report for Fiscal Year 2023*

[Jane Jackson, Treasurer, provided a detailed report for Friends who attended either of two evening sessions in February.]

**Profit and Loss Comparison:** In the year ending June 30, 2023, FMC had a surplus of about \$84,000, but after removing the non-recurring income item (a rebate on medical insurance premiums), the surplus is about \$51,500.

The most important thing to say about the surplus is that this is the **last** year we expect to have windfalls like those we have received recently. In "ordinary" years, FMC has operated at a deficit. The FY24 budget approved by Meeting estimates a deficit of about \$80,000.

---

**Budget vs. Actuals:** The primary reason for the surplus is that salaries and related expenses were about \$60,000 under budget because our First Day School Coordinator volunteered her time. In addition, Investment income was about \$15,000 over budget and Facilities Income was about \$11,000 over budget. We did not use the \$5,000 budgeted for Covid-related cleaning, and Committee Expenses were under budget by about \$17,000.

Note, however, that contributions were under budget by about \$26,000.

**Changes in Fund Balances:** Unrestricted Permanent Funds increased by about \$85,000.

**Notes to Balance Sheet Comparison:** Fair Market Value of our Investments (what we could have sold them for on June 30, 2023) was about \$1.9 million, up about \$75,000 compared to June 30, 2022. Note that the investments include the bequest we received in FY22.

The insured value of our buildings and their contents is about \$6 million.

---

# Friends Meeting at Cambridge

5 Longfellow Park, Cambridge, MA 02138-4816 [www.FMCQuaker.org](http://www.FMCQuaker.org)

Blue Sky Group: TylaAnn Burger, Jennifer Hogue (Clerk),  
MaryGrace Menner, David Myers, Tanzania Roach, Gail  
Rogers, Betsy Roper, Tom Sander, Eva Whittaker  
[blueskygroup@FMCQuaker.org](mailto:blueskygroup@FMCQuaker.org)

Lauren Mawe, Staff and Administrative Manager  
[adminmanager@FMCQuaker.org](mailto:adminmanager@FMCQuaker.org)  
617-876-1868

Amy Mercure, Office Manager  
[office@FMCQuaker.org](mailto:office@FMCQuaker.org)  
617-876-6883

Zoe Zurad, Youth Ministries and Education Coordinator  
[youthministries@FMCQuaker.org](mailto:youthministries@FMCQuaker.org)  
413-251-6512

Alasdair Post-Quinn, Maintenance Manger  
[maintenance@FMCQuaker.org](mailto:maintenance@FMCQuaker.org)  
617-354-3383

To receive links to publications or to join the community listserv, email: [office@FMCQuaker.org](mailto:office@FMCQuaker.org)

## Meetings for Worship at FMC

### 5 Longfellow Park, Cambridge

Sundays 10:30 am  
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  
Harriet Kaufman  
781-862-2386

## 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

### Mill City Quakers, [millcityquakers@gmail.com](mailto:millcityquakers@gmail.com)

### 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

### Three Rivers Monthly Mtg, [info@threeriversmeeting.org](mailto:info@threeriversmeeting.org)

Alternate Thursdays 9:30 am

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

Sundays 10:30 am