

# Religious Society of Friends in Switzerland

## Geneva Monthly Meeting Practices

November 2004

(Last revised February 2019)

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## Admonition

Dearly beloved Friends,

These things we do not lay upon you as a rule or form to walk by, but that all, with the measure of light which is pure and holy, may be guided; and so in the light walking and abiding, these may be fulfilled in the Spirit, not from the letter, for the letter killeth, but the Spirit giveth life.

*Postscript to an epistle to 'the brethren in the north' issued by a meeting of elders at Balby, 1656*

## 1. Meeting for Worship

Meeting for Worship is an essential element of the religious life of the Society. In shared silence, participants try to listen to the Spirit.

Whenever possible, Friends like to sit in a circle for worship. All members are to the same degree responsible for the worship, whether in the silence or in the word which is born from the silence and returns to it.

At the end of worship those participating shake the hand of their neighbours as a sign of communion and friendship.

French and English are both used in Geneva Monthly Meeting; Friends usually express themselves in either in the expectation that they will be understood by all present. French is especially encouraged on the first Sunday of each month.

Meeting for Worship is open to the public and the hours of worship are made known to members and to the public.

## 2. Membership

### **Visitors and attenders**

Friends welcome, in a spirit of openness and friendship, non-Quaker visitors to Meeting for Worship, including Business Meetings (at the discretion of the clerk).

People who worship regularly with Friends, but who do not, or not yet, feel ready to request admission into the Society, are known as “attenders” or “friends”. See the English/French glossary at <http://www.simongrant.org/quaker/gloss/index.html>

### **Admission of new members**

If after a certain period, an attender decides to apply for admission, they should write to the clerk of the Meeting. The clerk will bring the application for membership to Business Meeting, which will designate a committee of at least two members who will assure themselves that the applicant understands the key beliefs and practices of Quakers and the close links that exist between our faith and our manner of living and that they are entirely aware of the consequences of their decision. The designated members will report back to Business Meeting for a final decision.

### **Sojourners**

Members of other Meetings who are visiting Geneva for a short time are welcomed and encouraged to participate in the worship and activities of the Meeting. It is helpful if sojourners have a letter of introduction from the clerk of their home Meeting.

### **Transfer of membership**

If a Friend wishes to transfer membership to Geneva from another Meeting, they should request the clerk of the originating Meeting to initiate the process by writing to the clerk of GMM who brings the application to Business Meeting. If agreed, Meeting then communicates its acceptance to the originating Meeting.

An analogous process is followed when someone transfers membership from GMM to another Meeting.

Friends from other Meetings who participate regularly in the life of Geneva Monthly Meeting, without transferring their membership, are equally considered part of the life of the Meeting.

### **Ending membership**

If a member expresses a wish to leave the Society they will notify the clerk in writing. Business Meeting may arrange for two people to visit the said member to better understand their motivations.

If a member has not attended Meeting for Worship or participated in any activities of the Society, and if they have not written or made a financial contribution for a substantial period, a Friend will be asked to contact them and enquire whether they wish to remain a member.

### 3. Duties of Friends

Quakers are both a spiritual and a social community. To this end, both members and attenders are encouraged to attend Meeting for Worship as well as Business Meetings and social events organised by the Meeting.

F/friends are expected and encouraged to contribute to the life of the Meeting by being willing to accept duties or functions. They can help to reinforce relations by making special efforts to keep in touch with isolated members and those who are not easily mobile. (See the section on Overseers.)

Geneva Meeting also seeks to develop and strengthen its links to Quakers in Switzerland and elsewhere through attendance at Yearly Meetings and other occasions for joining together.

## 4. Nominations

Nominations Committee is responsible for identifying people to serve in positions and on committees. It recommends names to Business Meeting. The Nominations Committee is open to suggestions of people to serve on committees or in posts.

It tries to match the needs of the position and the ability and desire of the candidate to fulfil them, and in the case of a committee, between experienced and new members. People nominated to a position need not be members of Geneva Monthly Meeting. Nominations Committee is encouraged to ensure there are members of the Society of Friends serving on each committee.

Appointments to the Nominations Committee itself are made by Business Meeting, which chooses two Friends to form a Naming Committee for this purpose.

Appointments are in principle for three years, and may be renewed for a further three-year period. Exceptions to this rule are made for officers whose duties require special skills (e.g. treasurer, auditors, librarian, archivist, editor) and for representatives to other bodies where they occupy a responsible post (e.g., Plateforme Interrreligieuse).

Nominations committee is responsible for maintaining an up-to-date list of the officers of the meeting.



## 5. Elders

The overall responsibility of Elders is to foster the spiritual life of the Meeting and its members.

To this end they:

- Give regular consideration to the life of the Meeting as it manifests itself in worship.
- Promote the right holding of Meetings for Worship of all kinds, including Business Meetings.
- Nurture the quality of ministry in Meeting for Worship of all kinds, encouraging all to contribute.
- Propose a query or advice each month to the Meeting whenever it is following this practice.
- The elder on duty at Meeting for Worship arranges the seating, puts out refreshments, greets people as they arrive and ensures the quiet gathering of the meeting. At the close of the meeting the elder welcomes visitors, organises announcements and takes the collection.
- Elders promote outreach and spread information about Friends and their spiritual concerns.
- Lead studies and discussion of any aspects of Quakerism which might illustrate or deepen the spiritual life and faith of the Meeting.
- They take responsibility for meetings held on special occasions such as marriages and memorial meetings, including associated spiritual support.
- They ensure the appropriate behaviour of children while they are taking part in Meeting for Worship.
- They review and propose updates to the Geneva Monthly Meeting Practices as and when necessary.

Elders choose their own clerk.

## 6. Overseers

The chief concern of Overseers is the pastoral care of the meeting and the building of a community in which all people associated with Geneva Meeting find acceptance, loving care and opportunities for service.

To this end they:

- Organise occasions which enable members and attenders to get to know each other better (open houses, shared meals, etc.). This includes replenishing stocks of after-Meeting refreshments.
- Provide assistance to members needing help to attend and participate in Meeting and other events.
- Maintain contact with Friends and attenders of the Meeting and undertake visits as needed, having in mind both their material and spiritual needs, and taking steps to support those who are ill or in difficulty.
- Assist attenders, visitors and new members to become acquainted with the organisation and activities of the Meeting and to find their best place.
- Ensure that the address list of Friends and attenders is kept up to-date

The Overseers choose their own clerk.

## 7. Social Concerns Committee

Quakers have a concern for the welfare of the larger society, particularly its more vulnerable members. The Social Concerns Committee is the body in Geneva Monthly Meeting which attends to social, political and humanitarian issues both in Geneva and elsewhere. In particular it:

- Keeps the Meeting informed on social issues, especially those of local importance, and is responsible, with the approval of GMM, for organising discussions, study or speakers accordingly.
- Proposes social projects, organisations and concerns for financial support by the Meeting, both from the budget allocated to this end by Business Meeting and from the Sunday collections, following the guidelines set out in Annex 3.
- Solicits reports from projects and activities which are or were supported and makes them available to Meeting.
- Works with the representatives to outside funding agencies with which Meeting collaborates, such as the Fédération Genevoise de Coopération.
- Proposes to Business Meeting causes for Sunday collections.
- Ensures that information describing the current Sunday collection is posted on the notice board.

The Social Concerns Committee chooses its own clerk.

## 8. Library Committee

The library and the Geneva Monthly Meeting archives are a valuable source of information on Quakerism and related topics. The Library Committee :

- s'informe des nouveautés et sélectionne des ouvrages à acquérir
- assure le catalogage et la mise à disposition du catalogue
- s'occupe du prêt et répond aux demandes de renseignements
- gère le catalogue informatique
- entretient la bibliothèque dans la salle de culte, la collection historique dans la salle Pickard (fumoir) et les collections en réserve
- **inreach** : mise en évidence des nouveautés et autres ouvrages, sélections pour *News & Views* et *Entre Amis*, sélection pour l'assemblée annuelle
- **outreach** : page web, relations avec les autres bibliothèques quakers et les autres bibliothèques en Suisse

The Library Committee is also responsible for keeping the bookstall properly stocked

- choix de quelques titres à mettre en vente
- achats et ventes
- sélection pour l'assemblée annuelle
- tracts et dépliants de présentation à donner

The Library Committee chooses its own clerk.

## 9. Children's Committee

Children are welcome at Meeting for Worship. The Children's Committee and Elders are responsible for making arrangements. The Children's Committee works to facilitate participation and spiritual integration of children in GMM.

It also ensures that a Children's Programme is offered on at least one Sunday per month; on that occasion, the children join Meeting for Worship for up to fifteen minutes, either at the beginning or the end of Meeting for Worship, whichever Monthly Meeting prefers.

The Children's Committee is made up of Members and/or attenders of GMM, not necessarily parents.

The Children's Committee chooses its own clerk.

## 10. Web presence

The web coordinator is responsible for GMM's web presence.

GMM has a presence on the web for:

- Outreach
- Informing GMM F/friends about ourselves
- Providing information to enquirers and visitors

The primary GMM presence online is part of the SYM site. Our homepage is [www.swiss-quakers.ch/ge/](http://www.swiss-quakers.ch/ge/)

The website provides general information about Quakers and GMM, as well as history and information about the library.

There is a password-protected section of the site where minutes, newsletters, a diary and other information are stored and may be accessed by Members.

Management of these pages involves keeping them up to date, in collaboration with the Library Committee and the Archivist.

## 11. Representatives

Monthly Meeting designates representatives to organisations of which GMM is a member.

Representatives should attend meetings of the organisation concerned and report back to Monthly Meeting at least once a year.

Representatives to meetings of Switzerland Yearly Meeting are designated on an ad hoc basis. They may be charged with raising specific concerns and reporting back to Monthly Meeting.

## 12. Clerk or co-clerks

The clerk or co-clerks, who should be member(s) of the Society of Friends, are the focal point of communication between the Meeting and the outside world and handle, at the direction of the Meeting, all incoming correspondence. They are the contact point with the clerk(s) of SYM and other Quaker bodies.

They hold Business Meetings and, together with Elders, ensure their right ordering. They prepare the agenda in consultation with the clerks of other committees, present reports, and, when they discern the sense of the meeting as having reached a decision, propose a minute for approval or modification by those present. They distribute copies of the minutes to all F/friends who wish to receive them and are responsible, together with the Archivist, for maintaining the records of the Meeting. They prepare minutes for Friends travelling and sign minutes for visiting Friends.

If found appropriate, different parts of these responsibilities may be delegated.



## 13. Treasurer and auditors

The treasurer keeps the Meeting informed of the financial situation

The treasurer tracks and records all financial transactions during the year and presents to Monthly Meeting full accounts at the end of each year, as well as a proposed budget (with input from Business Meeting) for the following year, for its approval. This includes making funds available to committees in accordance with the budget approved by Business Meeting. The treasurer also periodically reminds the Meeting of the finances it requires to meet its budget by sending out a reminder.

The treasurer deals with the tax authorities, banks, etc., on behalf of the Meeting.

Two auditors are nominated by Monthly Meeting. They are responsible for checking the annual accounts before they are presented to Business Meeting and certifying that there are no anomalies.

## 14. Premises

The Meeting is based in Quaker House which, together with its contents (except the library), belongs to the Quaker United Nations Office Geneva Association (QUNOGA), the Swiss not-for-profit charitable foundation that oversees the Quaker UN Office (QUNO) in Geneva.

QUNO uses Quaker House as its office and meeting facilities. The use by GMM of the Meeting Room and other parts of the basement floor, and occasional use of the ground floor, are guided by the agreement between QUNOGA and GMM, which is in Annex 1. At present the basement and garden are reserved for GMM use on Sundays and GMM also has priority use of the Meeting Room on Tuesdays.

The Children's Room is at the disposal of GMM and also, once a month, the Unitarian Universalists. The room is principally for the use of children and their work and decorations will be left in place. The room may occasionally be used at other times by QUNO for small reflection group meetings or during the Summer School for small discussion groups.

As a contribution, GMM pays QUNOGA a proportion of the costs of running and maintaining the House based on the proportion of the area and time that it uses.

QUNOGA rents the Meeting Room to organisations with similar aims to GMM, for which it charges a modest rental. QUNO uses the Meeting Room for its own activities when it is not being used by GMM.

## 15. Monthly Meetings for Business

Business Meetings are generally held once a month. All members and attenders of the Meeting are encouraged to participate. Visiting members of other Meetings are also welcome.

Business Meetings begin with a period of quiet worship, and then go on to consider an agenda of items relating to the affairs of the meeting. For each item of business, the gathered community tries to discern the way forward in a spirit of unity. The goal is not consensus or achievement of a majority, but rather an understanding of the right way according to what truth and love require of us.

Committees are encouraged to bring forward items for consideration by Business Meeting in advance, to the extent possible. If necessary other business may be raised at the meeting.

Spoken contributions on each agenda item are offered in the same way as ministry, and thus each is followed by at least a short period of quiet reflection. Those present are encouraged to listen patiently, and with an open mind, to each contribution, trusting that this degree of attention will be reciprocated if or when they speak themselves. This should be the case even if a participant disagrees strongly with what is being said. As with Meeting for Worship, participants are encouraged to consider carefully their words and speak only once, except to clarify points or to add new elements. Back-and-forth debate or argument is inappropriate in this forum, and an item on which there is diversity of opinion is best laid over which would allow it to be further discussed in a different setting.

When the clerk(s) of the meeting feel that they have discerned the sense of the meeting, they will propose a minute. This is then presented to the meeting for its modification or agreement.

It is important that the gathering uphold the clerk(s) as they undertake the drafting of each minute.

## 16. Annual Contributions

Each member has a financial obligation to the Meeting. Friends are invited to fix the amount of their contribution in accordance with their income, their financial responsibilities and the financial needs of the Meeting.

Members pay their contribution to the Treasurer.

The Treasurer will transfer a consolidated contribution on behalf of all its members to SYM, an amount which Monthly Meeting decides in its annual budget.

Attendees are also encouraged to contribute as they see fit.

## 17. Births, marriages and deaths

According to the Quaker tradition, marriages, memorial meetings and the presentation of children to the Meeting take place in great simplicity.

A minute describing the event should be placed in the archives of the Meeting and communicated to the clerk(s) of Switzerland Yearly Meeting, as well as to the Friend responsible for maintaining the list of members. The holding of marriages and memorial meetings is, like the presentation of children, the responsibility of Elders.

### **Welcoming a child**

Parents can bring their new child to Meeting for Worship to witness to their intention of raising them according to Quaker beliefs and to ask Friends to support them in this.

### **Marriage**

Marriage takes place during a Meeting for Worship organised for that purpose. For a marriage to be held 'under the care of the Meeting', at least one of the couple is expected to be a member or attender of the Meeting. Members appointed by the Meeting meet the couple beforehand to make sure they are aware of the consequences of their commitment. The Meeting agrees to surround the couple with care afterwards.

Before the ceremony, the Elder responsible makes sure that the civil marriage has already taken place.

At the beginning of the Meeting for Worship, the Elder or the clerk explains to those present the nature of the ceremony.

During the Meeting the couple stand and, one after the other, declare their marriage in words of their own choosing. As in a regular Meeting for Worship, other participants speak as they feel led. After the Meeting, the married couple, the clerk and all those present sign the Certificate of Marriage.

## **Memorial Meetings**

When a person has expressed the desire that a Quaker Meeting for Worship should be held after their death, the Elders take responsibility for its organisation.

Such a Meeting for Worship aims to testify to the grace of God in the life of the person who died. At the beginning of the Meeting for Worship, the Elder responsible will say a few words of explanation to those present who are not familiar with Quaker ways about the meaning of the Meeting for Worship in its form founded on silence.

The memorial meeting can be held when and wherever the family wishes, in discussion with Elders.

## 18 List of Members

Switzerland Yearly Meeting maintains a list of Friends and attenders.

The Overseers are responsible for communicating any changes, including admissions, resignations or transfers, through Meeting for Business, to Switzerland Yearly Meeting.

An up-to-date list of members is available at all times, and is sent on an annual basis, to everyone on the list.

The list is confidential and for internal use only.

One Friend in the Meeting, with an alternate, is responsible for maintaining the mailing lists of members, attenders and enquirers (persons residing locally who have signed the visitors book or otherwise contacted the Meeting).

Correspondence intended for everyone on the list should be sent for distribution to the generic email address [mailings-ge@swiss-quakers.ch](mailto:mailings-ge@swiss-quakers.ch). It should not be sent to individual addresses.

The names and contact details of members and attenders are included on the SYM membership list. Details of children associated with the Meeting are kept by the Children's Committee only.

The names of enquirers do not appear on a published list.

Periodically, in consultation with elders and overseers, a review is conducted of which enquirers should be listed as attenders, and which should be contacted regarding whether they wish to remain on the distribution list.

## Annex 1. Quaker House (February 2013)

**AGREEMENT**  
**Between the**  
**Quaker United Nations Office Geneva Association**  
**and**  
**Geneva Monthly Meeting**  
**for**  
**Use of Quaker House, Geneva, Switzerland**

### **Background to and purpose of this agreement:**

Quaker House in Geneva was acquired in 1973 with the intention that the building would be used by both the Quaker United Nations Office (QUNO) and Geneva Monthly Meeting (GMM). The House was owned by the Geneva Quaker Foundation (GQF), formerly the Geneva Quaker House Foundation. To manage and maintain the premises to meet the needs of both QUNO and GMM, a Board was created to which five Quaker stakeholder bodies, including GMM, appointed representatives.

In 2011, the Quaker United Nations Office Geneva Association (QUNOGA) was registered as a legal entity in Switzerland with a board called the Quaker United Nations Office Geneva Association Committee (QUNC), to oversee the work of QUNO. Subsequently the GQF board, with the consent of its stakeholders, agreed that ownership of Quaker House be transferred to QUNOGA, together with all other assets of GQF, and that the Foundation be dissolved. The transfer was gratefully accepted by QUNC. Transfer documents were signed in December 2012 and registered by the competent local authorities in August 2013.

This agreement defines the principles and practical arrangements for the continued use of parts of Quaker House by GMM following the transfer of ownership to QUNOGA. It updates and replaces the agreement drawn up in February 2013.

### **General Principles**

QUNOGA acknowledges the importance of the Meeting Room as a place of Quaker worship in Geneva and agrees to continue to preserve its suitability for such meetings and other related meetings organized by GMM, and to provide facilities for GMM's library and archives. Any changes to the Meeting Room will be discussed and jointly agreed between QUNOGA and GMM.

As its owner, QUNOGA is responsible for the overall administration and upkeep of the estate. GMM and its individual members will continue to support QUNOGA in organizing specific aspects of upkeep when requested.

GMM will continue to make a contribution to the running costs of the house based on the portion of the area and time of the house that it uses and on the running and upkeep costs. The contribution made by GMM in 2017 will be equal to that for 2015, date of the last revision. Any request by QUNOGA for an increase in the contribution by GMM will be based on the running and upkeep costs of the house facilities used by GMM.



### **Practical Arrangements for GMM's use of Quaker House**

- GMM will have use of the Meeting Room, the entire basement floor and the garden on Sundays. On Tuesdays, GMM will have priority use of the Meeting Room. If QUNOGA should require use of the Meeting Room on a Tuesday, a request will be submitted to GMM (the Clerk or Co-Clerks). QUNOGA will not rent the Meeting room to a third party on those days. During the Geneva Summer School each year, QUNOGA will have full use of the Meeting Room on Tuesdays. GMM will be informed in advance of the dates.
- The Children's Room is at the disposal of GMM and also, once a month, the Unitarian Universalists. The room is principally for the use of children, and their work and decorations will be left in place. The room may occasionally be used at other times by QUNO for small reflection group meetings or during the Summer School for small discussion groups.
- If GMM should require use of the Meeting Room, basement or garden outside of the allocated times, or the ground floor of Quaker House at any time, a request will be submitted to QUNOGA (QUNO Office Manager). Within the limitations placed by the needs of a confidential, quiet space for QUNO's work, QUNO will try to respond positively to such requests.
- Ownership of the Geneva Quaker library books, pamphlets and archives, remains with GMM. QUNOGA agrees to maintain Quaker House in such a way as to protect and preserve these materials for use by both entities, as required. If significant costs are required to achieve this, a cost-sharing arrangement will be discussed.
- GMM is allocated the use of a room in the basement for the storage of archives.

### **Subsequent Amendment**

It is recognized that the needs of QUNOGA and GMM will evolve over time and that it may be necessary to amend this agreement from time to time. In such cases, QUNOGA and GMM will appoint representatives to draft an amendment that will be subsequently approved by QUNOGA and GMM. Until any amendment is mutually agreed, the existing agreement remains in force.

### **Dispute Resolution**

If any differences arise, it is expected that representatives of QUNOGA and GMM will meet in worship to resolve these in a spirit of cooperation and recognition of each entity's needs and constraints.

### **Term**

This agreement becomes effective immediately and may be terminated by mutual agreement of QUNOGA and GMM.

### **Signed –**

Jonathan Woolley

*for Quaker United Nations Office Geneva  
Association (QUNOGA)*

Jane Royston and David Sunderland

*Co-Clerks Geneva Monthly Meeting*

## Annex 2. Functions, committees and representatives

### Officers

Clerk  
Alternate or Assistant Clerk  
Treasurer  
  
Auditors  
  
Archivist  
  
Membership list and Mailings  
  
Editor(s) News and Views

### Committees

Elders  
  
Overseers  
  
Nominations  
  
Children's Committee  
  
Library  
  
Social Concerns Committee  
  
Web page committee

### Representatives

Switzerland Yearly Meeting  
  
QUNO liaison  
  
FGC — Fédération genevoise de coopération  
  
RECG — Rassemblement des Eglises et des  
Communautés Chrétiennes de Genève  
  
Plateforme Inter-religieuse  
  
TEAG - Témoigner ensemble à Genève

## Annex 3. Guidelines for Budget Grants and Sunday Collections: GMM Social Concerns Committee (SCC)

November 2012 (replacing the previous Guidelines of 10 May 2005)

1. The activities supported should promote values shared by Friends.
2. They should preferably be Quaker activities, but not necessarily so: activities which enhance a mutual sense of community with like-minded groups can also be supported.
3. Priority should be given to activities not widely supported by others, where our contribution can make a difference financially or morally.
4. Some contributions should go to local activities, providing opportunities for direct involvement by members of the Meeting.
5. Activities will normally be supported only when a member of Meeting for Worship for Business is personally involved and the organisation concerned is known for its performance and accountability or when the effective use of the Meeting's contribution is assured by an intermediary that has capacity to monitor implementation and assure accountability and reporting.
6. The choice of activities to be supported should be made taking account of, but not necessarily exclusive of, those supported by Switzerland Yearly Meeting.
7. We should require acknowledgement, feedback and accountability from a beneficiary before making any further contribution to its work. For small contributions, a general report of activities is sufficient: detailed reporting on the Meeting's contribution is not required.
8. Our usual practice is to support activities of groups and organizations, and not individuals. However, for special cases, exceptions can be made. (As background for the "exceptions" suggestions (e.g. from Overseers) have occasionally been made to support individuals.)
9. All collections, grants and applications by GMM for funding from other sources (for example to FGC) are decided by Meeting for Worship for Business. The SCC makes recommendations to Meeting for Worship for Business. Friends wishing to suggest a cause to be supported by the Meeting are invited to submit the proposal to the SCC before bringing it to Meeting for Worship for Business.
10. Each proposal by SCC to GMM to support an activity should be accompanied by the reasoning behind the proposal.
12. The order in which collections are made can be altered by agreement of the Social Concerns Committee, in order to react to unforeseen events.
13. Whereas the above guidelines apply to Sunday collections, grants from the annual budget and allocations of funds received from other sources,
  - collections are used for modest, one-off contributions; the flexibility in timing allows for emergencies and other special situations;

- budget grants are more appropriate when a specific amount is requested or a substantial amount is required in order to be useful;
- funds may be sought from the Fédération Genevoise de Coopération (FGC) or other sources for larger-scale development projects in developing countries.

14. When seeking funds from the FGC or other sources, Meeting for Worship for Business would be taking on the responsibility for assuring the satisfactory implementation and monitoring of the project, and providing narrative and financial reports as required. For this, Monthly Meeting would require an individual or group of members to fulfil the related management obligations. These responsibilities include preparing and submitting the required project documents and any additional information requested to support the application, and then arranging to receive the funds, pass them on to the project partner, receive progress and financial reports from the project partner, and provide the required reports and accounts to the FGC or other donor for the duration of the project. The individual or small group taking on these responsibilities may, or may not, include current members of the SCC. Such “large project” responsibilities do not fall within the normal responsibilities of SCC members. More details can be found in the background paper Possibilities and Implications for GMM seeking large grants for SCC Purposes prepared for the August 2012 Meeting for Worship for Business (subsequently updated to take account of GMM's full history with the FGC).

## Annex 4. Quaker and local organisations to which GMM sends representatives

### **QUNO Liaison**

Since 2013, Quaker House Geneva is owned and managed by the Quaker United Nations Office Geneva Association (QUNOGA) and the principles and practical arrangements for the continued use of parts of Quaker House by GMM are defined in a memorandum of understanding (MOU) agreed between QUNO and GMM – see Annex 1. The MOU notes, inter alia, that QUNOGA is responsible for the overall administration and upkeep of the house and garden but that GMM and its individual members will continue to support QUNOGA in organising specific aspects of upkeep when requested. Within that context, GMM and QUNO agreed (in 2014) that it would be helpful for GMM to designate a point of contact with QUNO to discuss changes to and maintenance of the house and garden.

The “point of contact” is expected to establish and maintain close working relationships with the Director of QUNO and the Office Manager and, when requested by either GMM or QUNO, to help to reach agreement on issues of mutual concern and assist in their implementation, in particular in relation to the maintenance and renovation of the house and garden.

### **Fédération Genevoise de Coopération (<http://fgc.federeso.ch/>)**

The FGC is a federation of about 60 Geneva-based NGOs and associations that are active in supporting development projects in the ‘South’ and/or undertaking information and advocacy in Geneva concerning development issues and the importance of international solidarity. The FGC serves in particular as an interface between its member associations seeking funding for specific projects and public funding entities at communal, cantonal, city and federal levels. In that context it screens project proposals and provides an assurance of quality before submitting them to selected funding entities.

GMM was a founder-member of the FGC in 1966 and our continuing membership provides an opportunity for Friends to be more substantially associated with development activities than might be possible on their own, and also for GMM to solicit funding for projects that we might wish to support on a larger scale than would be possible with GMM’s resources alone.

Our representative should be experienced in development project work, knowledgeable about such activities within the Geneva community, and interested in committee work. S/he should be fluent in French (spoken and written).

### **Rassemblement des Église et des Communautés Chrétiennes de Genève ([www.recg.ch](http://www.recg.ch))**

This organisation covers a wide range of Geneva Churches and all other groups which have or which accept Christianity as a valid basis for their religious faith. It thus includes many churches and such organisations as the Salvation Army and the Jehovah’s Witnesses and many others.

It works to establish some form of ecumenical feeling and collective Christian witness in Geneva.

It is the non-sectarian and ecumenical aspect which is of interest to Friends. Our representative should be firmly grounded in Quaker faith and practice and be interested in committee work, concerned for ecumenical work within the Christian community and be able to speak French.

**Plateforme inter-religieuse ([www.interreligieux.ch](http://www.interreligieux.ch))**

This organisation embraces all the main religions in Geneva, including many different kinds of Christians, Jews, Moslems, Hindus, Buddhists, Baha'i, etc.

It holds meetings, events and activities which are intended to show how the different world religions view various religious, social and scientific issues like Peace and Time and, above all to demonstrate that they are happy to act together as members of the Geneva Community

The main interest of Friends is that all true religions stem from the same Inner Light. Our representative should be firmly grounded in Quaker faith and practice and be interested in committee work, concerned for inter-faith work and able to speak French.

**TEAG - Témoigner ensemble à Genève  
([www.johnknox.ch/programme/temoigner](http://www.johnknox.ch/programme/temoigner))**

This organisation includes 70-odd churches often based in migrant communities. Many of them are evangelical. It functions under the auspices of the John Knox Centre.