

Philadelphia Yearly Meeting Administrative Council
Saturday, February 20, 2021
Approved Minutes

Attending: Emily Blanck (recording clerk), Harry Bryans, Tony Capozzoli, Chuck Devers, Jeanne Elberfeld, Ken Park, Joann Seaver, tonya thames taylor, Cathy Toner, Jim Waddington (clerk), Roy Zatcoff and Tom Zemaitis. Andrew Anderson and Christie Duncan-Tessmer attended Quaker Life Council.

Regrets: John Marquette, Nikki Mosgrove

Opening worship for Admin Council at 11:09 am.

1. Approval of minutes of January 16, 2021
The minutes of January 16, 2021 were **approved**.
2. Arch Street Meeting House Preservation Trust (ASMHT) board member for approval
Members approved Paul Laskow as a board member for ASMHT.
3. PYM Consolidated Financial Statements 2019-2020 and PYM Representation Letter
We reviewed an internal report on PYM's FY 2020 finances last month. The Audit Committee met on February 4. The Audit Committee accepted the draft Consolidated Financial Statements and they were issued in final form on February 5 and posted on the website. Admin Council members have been supplied with **and have received the issued PYM Consolidated Financial Statements and PYM Representation Letter.**
4. Nominating Process from Quaker Life Council (QLC)
QLC shared a letter with us to help us understand how they appoint their committees. Our procedures are different, in part because our two committees function differently. They are sharing their process so that we may consider our own appointing process and/or standardizing committee appointment process across the councils. We will reconsider this letter in March.
5. Granting Committee report: Ken Park, clerk
Ken Park gave his annual Granting Committee report. Last year, they had difficulty with governance and appointments for the Greenleaf Granting Group, since member composition had to be 50% from Haddonfield Quarter and 50% from PYM at large. They have resolved this balance and should be able to sustain this part of the 2008 agreement that established the Greenleaf Fund at PYM. The Granting Committee is using Young Adult Friends as grant consultants when they could not normally serve on granting groups because they are not Monthly Meeting members.

Three granting groups have concerns:

The Willits Book Trust sends physical books on Quakerism to Liberia and to African Americans in the United States South, but not other forms of publication because of fund restrictions. There are many challenges with shipments to Liberia. Roy Zatcoff and tonya thames taylor offered to reach out to Carter Nash, the Granting Committee liaison to that granting group, with some suggestions.

Quaker Building and Programs Committee is concerned with the small amount of income it has from the Samuel Jeanes Fund -- Meetinghouse Purposes for repair needs for monthly meetings. Most of the requests can't be funded in full.

Young Adult Friends requested money from the **Fund for Sufferings** granting group to give to an independent bail fund. The granting group could not support the request because the use didn't fit its guidelines. Ken's report said, "The Granting Committee recommends that the Administrative Council and/or the Quaker Life Council find a source of funding for this and future ministry in the fight against racism. We ask that the Fund for Sufferings Granting Group as well as the PYM Young Adult Friends be integral to this planning."

Council received Ken's report with appreciation.

6. Pamphlet Update

Christie Duncan-Tessmer could not attend to update us on the progress of the pamphlet.

7. Committee updates

a) **Reviewing and Completing Committee Charges**

Emily Blanck and Jeanne Elberfeld reported that they have contacted all of the committees and all are actively revising, creating, or have approved their committee charges. The goal is to have all charges drafted by March so that they may be approved in April's meeting. Jeanne and Emily recommend that the committees add a DEI statement to their charges. **The members agree that all charges should include a DEI statement.**

b) **Appointment to Sessions Coordinating Committee**

Nikki Mosgrove serves on Sessions Committee but not as an appointed member. Anthony Stover, clerk of QLC, is asking for another appointment coming directly from Admin Council. We don't have another person to appoint at this time.

c) **Nominating Council at large seats**

Administrative Council is responsible for appointing at large seats to Nominating Council, and there are seven vacancies so far. It is important for members to consider how to fill these positions.

d) **Report from the Governance/Strategic Directions Sprint**

Roy reported that they are meeting regularly. They have discussed two of the strategic directions. They are trying to figure out how to get broad input from the wider PYM community under the pandemic conditions of social distancing.

8. Future Agenda Items:

Follow-up on January 30 workshop: Discussing how to finish the work, will probably expand April's meeting to start at 9 am to have expanded joint council session.

Reports from: Personnel Committee Clerk, Linda Lotz, and Director of Human Resources and Inclusion Oskar Castro, and from General Secretary Oversight and Evaluation Committee.

Closing Worship at 12:42

Emily Blanck, recording clerk