

Philadelphia Yearly Meeting Administrative Council
Saturday, May 15, 2021
Approved Minutes

Attending: Andrew Anderson, Frank Barch, Emily Blanck (recording clerk), Harry Bryans, Chuck Devers, Christie Duncan-Tessmer, Jeanne Elberfeld, John Marquette, Linell McCurry, Nikki Mosgrove, Melissa Rycroft, Joann Seaver, tonya thames taylor, Cathy Toner, Jim Waddington (clerk), Roy Zatcoff, and Tom Zemaitis

Regrets: Tony Capozzoli

1. Approval of minutes for April 17, 2021
The minutes of April 17, 2021 were **approved** with gratitude to Emily Blanck for writing the minutes and Linell McCurry for her assistance.
2. At Large members of Nominating Council
Administrative Council is under the weight of nominating at-large members to Nominating Council. We discussed strategies to find more members among active monthly meeting Friends.
3. Governance Committee report
Governance Committee shared its draft charge since it includes a shift in the work and composition of Governance Committee. The composition of the Governance Committee is moving away from being made up of council clerks to a broader base of members. Administrative Council supported the direction of their work on the charge.
4. Finance Committee report
 - a) PYM's investment in the RFIA Impact Accelerator Fund is doing well. RFIA is a bridge loan fund sponsored by the Reinvestment Fund, a Community Development Finance Institution. Alongside Friends Fiduciary last year, PYM invested \$1 million in RFIA, which raised \$26.57 million in total capital. In its first year, RFIA made loans to 12 community projects around the country but mostly in this area. They include renovation of the Smith Memorial Playground in Philadelphia; affordable housing in Philadelphia's Point Breeze neighborhood; and the renovation and repurpose of a vacant former bank building and adjoining office building in downtown Reading. The fund has created 86 jobs at the organizations financed, 534 jobs at tenant businesses, 165 affordable homes, and 260,642 square feet of commercial and community facility space. RFIA will continue to make bridge loans for the next 8-10 years. In the meantime, PYM receives a 6% preferred dividend.
 - b) Finance is not ready to share a draft of the FY 2022 budget until next month.
 - c) Finance Committee completed the draft of their charge.
5. Sprint updates
 - a) Governance and Strategic Planning Sprint update
The sprint has created a survey that will be distributed soon by email to PYM News & Events subscribers and to other PYM groups like councils.

b) Committee Charges Sprint update

Four of six committees have completed their drafts, and the rest are close to being done. Granting Committee will resubmit their 2018 charge but will be intentionally considering how to weave DEI principles throughout the granting committees over the next year. They will revise the charge when that process is completed. Emily and Jeanne will take the completed charges and compile them into a single document for consideration in June.

6. QLC request regarding term limits

Quaker Life Council requested that Administrative Council suspend term limits for one of their members because he is interested in remaining on the council and the council falls short of full membership by several members. A number of concerns were expressed in Admin about making an exception for any one individual, and members stressed the importance of being faithful to our term limits. **Administrative Council did not approve the suspension of term limits.** We encouraged the member to support QLC through service and activity on QLC committees.

7. Communications policy proposal for PYM groups

The General Secretary provided an edited Communication Policy after conversations with Administrative Council and PYM staff. The proposal allows PYM groups, such as committees, collaboratives, sprints, and granting groups, to communicate through their own independent channels with approval from their council. Once given permission, one or two members would be trained on the expectations and responsibilities of appropriate and legal communications. There are a few strong layers of accountability to recognize and address potential problems with their communications, especially violations of copyright law and the prohibition on a nonprofit making statements or comments in favor of or in opposition to candidates for public office. Administrative Council discussed the balance between keeping the producers of the channels responsible for content while not burdening volunteers. The subject was held over for further seasoning.

8. General Secretary Oversight and Evaluation Committee (GSOEC) report

Christie Duncan-Tessmer and Linell McCurry were excused for the Executive Committee session. The minutes of that session were taken separately.

Closing Worship (1:45pm)

Emily Blanck, Recording Clerk