

**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, October 15, 2022**  
**Approved Minutes**

Arch Street Meeting House (Biddle Room) and Zoom

Attending: Andrew Anderson (Treasurer), Chuck Devers, Jeanne Elberfeld, Kruskal Hewitt, Jen Karsten (Consultant for Staff & Operations), John Marquette, Linell McCurry (CFO), Melissa Rycroft (Presiding Clerk), Jim Waddington (Clerk), Tom Zemaitis.

Guests: Clerk of Arch Street Meeting House Preservation Trust, Lisa Ogletree, joined for that portion of the agenda. Climate Witness Stewards Jackie Bonomo, Ruth Darlington and Robert Greene joined for that portion of the agenda.

Regrets: Christie Duncan-Tessmer (General Secretary), Neil Holzman, Cathy Toner

*Before the 11:00 a.m. scheduled Administrative Council meeting, the three councils met at 10:00 a.m. in a regular joint session clerked by Melissa Rycroft. Topics included a review of PYM's strategic direction introduced by Melissa and discussed more deeply by Christie. Friends discussed the strategic directions. The General Secretary and Jim Waddington presented updates and responded to questions during the last part of the meeting.*

1. Welcome and Worship

Jim Waddington called the Council into session at 11:16 a.m. with a period of silent worship.

2. Review and approval of minutes

- a) **John Marquette agreed to serve as Recording Clerk for this meeting.**
- b) **Friends approved Minutes of the July 2022 meeting.**
- c) **Friends approved minutes of the September 2022 meeting.**

3. Granting Committee and Nominating Council Clerk Updates

Jim reported that no candidate has been identified for the Granting Committee position. Discussion is ongoing. There is a similar situation with naming a clerk for the Nominating Council to take on the role Terri Whiteford has been filling. A candidate has indicated they are willing to serve as assistant clerk in the interim.

4. Governance Advisory Committee Update

Melissa Rycroft spoke about the work of the Governance Advisory Committee and requested input on the initial steps it's taking to evaluate the current structure. The committee's September minutes had been circulated with the agenda. In brief discussion, Admin Council members indicated their satisfaction with the committee's direction and approach.

5. Property Committee Appointments

Carter Nash and Neil Holzman indicated an interest in serving on the Property Committee. The work of the Property Committee may become more important in the next five to 10 years because of demographic changes. *Faith and Practice* states PYM's process for addressing properties. PYM as an entity does not receive monthly meeting properties.

**Friends approved Carter Nash and Neil Holzman to serve on the Property Committee with gratitude.**

6. Finance Committee Appointment

**Friends approved Kruskal Hewitt to serve on the Finance Committee with gratitude.**

7. Arch Street Meeting House Preservation Trust Appointments

**Friends approved the following nominations to ASMHPT: Hazele Goodridge, George McNeely, David Unkovic, and David Wickard with gratitude.**

8. Climate Witness Stewards Appointment

**Friends approved Nadir Jeevanjee as a Climate Witness Steward with gratitude.**

9. Council Member Self Evaluation

The results of the survey completed by Council members were circulated with the agenda. Melissa asked Council to reflect on the responses provided to the survey; Jim asked for responses to the queries below:

1. How well do you think your Council carries out its responsibilities?
2. Are members of your council able to contribute their gifts, skills, and talents to their council work?
3. What resources could make your Council more effective?
4. How well does your Council work with the other councils and the PYM staff? How can that be improved?
5. What additional changes do you think should be considered?

Council members discussed the responses thoughtfully and with passion.

10. ASMHPT Bylaws Changes

Lisa Ogletree, Clerk of Arch Street Meeting House Preservation Trust, joined Administration Council to discuss the proposed bylaws changes. Lisa noted the relatively few number of board slots available for non-Quakers and for Friends outside Philadelphia Yearly Meeting. Several candidates who are not PYM Friends are ready to serve as Trustees. She proposed an amendment to Section 3.02 of the ASMHPT bylaws, Composition of the Board of Trustees, so that two-thirds (2/3) of the Trustees, including ex-officio members such as the PYM General Secretary, shall be members of the Religious Society of Friends, rather than members of PYM. Lisa also proposed an amendment to Section 3.03,

allowing new appointments to take effect at the time of appointment rather waiting until the next annual meeting.

**Friends approved the amendment to Section 3.02, Composition of the Board of Trustees, of the ASMHPT bylaws.**

**Friends approved the amendment to Section 3.03, Term of Appointment, Reappointments and Panels, of the ASMHPT bylaws.**

Lisa reported that the National Fund for Sacred Places awarded ASMHPT a grant for \$150,000. This follows \$25,000 awarded by the Pennsylvania Historic and Museum Commission. Both awards are seed funding for a fire suppression system in the planned Capital Campaign.

#### 11. Climate Witness Stewards

Jackie Bonomo, Ruth Darlington and Robert Greene joined the meeting at this time. Andrew Anderson, who serves as a member of Admin Council and the Climate Witness Stewards, was already in the room. Jackie thanked Council for the appointment of Nadir Jeevanjee as a Climate Witness Steward. Jackie gave a PowerPoint presentation on the work of the Climate Witness Stewards to date.

The report included a request to Admin Council to authorize a sprint to develop a plan to make PYM's office carbon neutral by 2025. It also asked Admin to let the Climate Witness Stewards populate the sprint, with help from others in PYM.

Jim reviewed the asks and discussion followed. Most members of Admin Council were willing to look at the idea of creating a sprint but did not have enough information to consider standing up a sprint. Admin invited the Climate Witness Stewards to prepare a more fully realized definition of the scope of work and the structure needed to accomplish it. Friends requested a formal draft charge in writing as an advance document for consideration. Melissa said the Stewards could provide a concrete charge by following examples from other sprint and committee charges. The Stewards' own charge, approved in June, may be a model. (Note: a template based on Admin Council's Committee Charges and past sprint charges was subsequently provided to the Climate Witness Stewards.)

#### 12. Adjourn

The October 15 meeting of the Administrative Council closed with worship at 1:32 p.m.

Faithfully submitted,

John Marquette