

Philadelphia Yearly Meeting Administrative Council
Saturday, June 16, 2018
Approved Minutes

Present: Harry Bryans, Suzanne Day, Christie Duncan-Tessmer (*ex-officio*), Bruce Haines (clerk), Ventina Hershey, Chris Lucca, Linell McCurry, Richard Morse (co-recording clerk taking minutes today). By phone: Tony Capozzoli, Linda Lotz and Roy Zatcoff.

Regrets: Julian Brelsford, Erika Juran, Terri Whiteford. In addition, tonya thames taylor attempted to join by phone, but the conference call system was limited to four lines. Being the fifth line, tonya was not able to join.

After the joint worship with Quaker Life and Nominating Councils, along with Christie Duncan-Tessmer's monthly report and a report by tonya thames taylor on the Multicultural Audit Steering Committee's progress, we started our meeting at about 11:20 AM.

1. **The Agenda** was approved.
2. **Minutes of May 19, 2018, were approved** with minor changes.
3. **Policy for Accepting Restricted Gifts and Bequests, dated 5/19/18:** It was approved with appreciation to the Finance Committee for their work on multiple drafts.
4. **Governance Committee: A proposal for a sprint to consider revisions to the PYM Presiding Clerk's job description and succession planning.** The Council considered this proposal and, after discussion, approved the creation of the sprint. Members of the sprint will be nominated by the three Councils and may come from outside the membership of the Councils themselves. Including at least one past presiding clerk was considered desirable.
5. **The Staff Voice Policy** was discussed, and the Personnel Committee will continue to address it. Also, the Personnel Committee needs new appointments to replace members who have served for many years.
6. **Queries and comments about the planned Report to the Body at Annual Sessions:**
 - a. What tone or theme do we want to strike?
 - b. What do we want to share?
 - c. Who might help in preparing the report?
 - d. The report draft will be shared with suggestions and comments invited.
 - e. Harry Bryans and Suzanne Day will work with Terri Whiteford on a draft report.
 - f. The Millington Burial Ground property. Final conveyance to the Town will need

Session approval. A short description should be enough for July. The best time for this agenda item would be Thursday.

- g. A new budget format will show more on the restricted part of the budget than was done in the past.

Closing worship was at 12:45 PM.

Richard Morse, recording clerk