

**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, July 14, 2018**  
**Approved Minutes**

**Present:** Harry Bryans, Christie Duncan-Tessmer (*ex-officio*), Linda Lotz, Chris Lucca (PYM Alternate Clerk), Richard Morse (co-recording clerk, taking minutes today), Linell McCurry, Terri Whiteford (clerking today). By Phone: tonya thames taylor.

**Regrets:** Julian Brelsford, Tony Capozzoli, Suzanne Day, Bruce Haines, Ventina Hershey, Erika Juran and Roy Zatcoff.

Meeting at Friends Center rather than Arch Street, we started in joint worship with Quaker Life and Nominating Councils where we heard Christie Duncan-Tessmer's monthly report and had a discussion of the Personnel Committee's review of concerns about the Staff Voice Policy.

We started our meeting at about 11:35 AM.

1. **Staff Voice Policy Discussion.** The meeting opened with discussion regarding the Staff Voice Policy, building on what had been shared during the joint Council meeting. It was noted that a "Listening Session" will be held during Annual Sessions so Friends in the body can provide input to the Personnel Committee. Staff, the primary authors of the policy, have been encouraged to attend the listening session and to share their thoughts on the policy in this public forum.
2. **Minutes for the June 16, 2018,** meeting were **approved** as amended.
3. **Clerk's Report.** Julian Brelsford has asked to be released from service to PYM on Finance Committee, Granting Committee, and Administrative Council. His resignations were **accepted** with appreciation for his service.
4. **Draft Written Report to the Body for 2018 Annual Sessions.** Comments and minor edits were offered.
5. **PYM Discernment and Expectations handout for Annual Sessions.** Comments and minor edits were offered.
6. **Finance Committee report.** Linell McCurry explained the documents:
  - a. The Proposed FY 2019 PYM Budget was **approved** to submit to PYM at Annual Sessions. It is only the budget column for unrestricted funds that requires approval. The restricted budget column is shown for information only and does not require approval.
  - b. The revised Catered Meal Policy was **approved**. Quaker Life Council had asked for additions that have been incorporated in this final version.

7. **Property Committee report.** The preparation for the Millington, Maryland, burial ground transfer is proceeding but we will not be ready to seek approval at Annual Sessions. To confirm that the State of Maryland has no concern with PYM's renovation work, our attorney has contacted the Maryland Office of Cemetery Oversight and Linell has spoken with the State's Attorney for Kent County. There are no African Americans buried there, based on discussions with a local historian. Harry Bryans will write a report for distribution at Annual Sessions.
8. **Governance Committee report.** Pursuant to its bylaws, the Arch Street Meeting House Preservation Trust Board has asked the Council for the re-appointment of three present members to the Board for additional three-year terms. Administrative Council **approved** Allan Crosman, Audrey Greenhall and Bill Heinemann for re-appointment to the Trust Board for another three-year term.
9. **Granting Committee Nominating Sprint report.** Richard Morse said that the sprint consisting of him, Carter Nash and Carol Walz recommend Tom Peterson to be appointed to the Granting Committee to replace Julian Brelsford who has resigned. This was **approved**.
10. **Multicultural Audit Steering Committee update.** tonya thames taylor said that the request for proposals is still in draft form. In spite of that, it was leaked to some potential bidders who responded assuming that it was a formal RFP.
11. **Closing Worship** – by 1:05 PM

Richard Morse, Recording Clerk