

**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, May 18, 2019**  
**Approved Minutes**

Present: Emily Blanck, Harry Bryans, Bruce Haines, Linda Lotz, Linell McCurry, Richard Morse, Jack Rhoads (*PYM Alternate Clerk*) and Terri Whiteford

Regrets: Andrew Anderson, Tony Capozzoli, Erika Juran, tonya thames taylor and Christie Duncan-Tessmer (*ex-officio*)

Nikki Mosgrove and Barry Sloane attended the joint council meeting by Zoom, but were unable to participate in Admin Council's meeting because of technical difficulties.

1. The **agenda** was reviewed and **approved**.
2. **The minutes of April 13, 2019 were approved.**
3. Clerk Transition – Terri and Bruce
  - a. Due to major health considerations in his family, Bruce Haines will release clerking responsibilities to Assistant Clerk, Terri Whiteford, until Annual Sessions. She will serve as interim clerk.
  - b. **We approved a minute of appreciation for Bruce Haines' leadership in starting the Administration Council's work as its first clerk and for creating a strong and functioning group.**
4. Introductions and Welcoming New Members and Guests
  - a. Nikki Mosgrove and James Waddington are new members of the committee but not available in person today. We will hopefully do a full set of introductions next meeting.
  - b. PYM Alternate Clerk Jack Rhoads is participating in our meetings at the request of the Presiding Clerk.
5. Personnel Committee  
**The Council approved the nomination of Oskar Castro to join the Personnel Committee.**
6. PYM Clerk Job Description – Next Actions
  - a. We received a report last month from the Sprint to Consider the Role of the PYM Clerk and Associate Clerks. The work for that sprint is completed and so **we approved releasing the sprint from their work.**
  - b. We asked Quaker Life and Nominating Councils for feedback on the Sprint's report, but we have not gotten their notes; we would like their feedback before editing the document further.
  - c. We agreed to solicit comments on the report from the Quaker Life and Nominating Councils. However, we also agreed that changes, if any, to be made to the Sprint's

recommendations before the package was sent to PYM at the July or November sessions would remain the sole province of Administrative Council.

7. PYM Governance Structure Sprint

We agreed to ask the Governance Committee to thresh and create a recommendation for a charge for a sprint to review the PYM governance structure since the 5-Year Plan (*Re-kindling Our Fire, A 5-Year Plan for Philadelphia Yearly Meeting, 2015-2020*) was approved almost five years ago at 2014 Annual Sessions and went into effect October 1, 2015.

8. MASC/FGC Recommendations – Next Actions

- a. During the joint Council session, we explored answers to the query, “What actions can we take to help us move forward?”
- b. As a point of review, at Continuing Sessions on March 23, 2019, held in Reading, PA, PYM received the report from the Multicultural Audit Steering Committee (MASC), released MASC with appreciation, and decided to evaluate the work of FGC’s *Institutional Assessment on Systemic Racism within Friends General Conference as Reported October 2018* and whether it could be acted upon in our yearly meeting. The Councils have agreed to read and discuss the FGC report and consider whether it would be useful for our yearly meeting.
- c. We expect to make a progress report at Annual Sessions.

9. Finance Committee

- a. Finance Committee will develop a budget by next month for the FY 2020 Budget.
- b. For the six months ended March 31, contributions from individuals were below budget, largely because only one appeal had gone out, but investment income exceeded budget. Expenses for the period ran below budget.

10. Reports for the June Meeting

- a. Recording Clerk Training Sprint
- b. FY 2020 Draft Budget and FY 2019 Projection
- c. General Secretary Evaluation Status
- d. Retreat Planning Sprint

11. Closing Worship began at 1:06 PM.

Emily Blanck, recording clerk