

Philadelphia Yearly Meeting Administrative Council
Saturday, June 15, 2019
Approved Minutes

Present: Andrew Anderson, Barry Sloane, Christie Duncan-Tessmer (*ex-officio*), Harry Bryans, Jack Rhoads, Jim Waddington, Linell McCurry, Nikki Mosgrove, Richard Morse, Terri Whiteford, tonya thames taylor (via Zoom), and Tony Capozzoli.

Regrets: Emily Blanck, Erika Juran, and Roy Zatcoff.

1. **The minutes of May 18, 2019 were approved.**
2. FY 2020 Draft Budget and FY 2019 Projection
 - a) **We approved the draft budget report to be distributed to monthly and quarterly meetings.**
 - b) **We also approved a minute of appreciation for Linell's and Christie's work in establishing the budget process.**
3. Jeanes Cremation Fund

We authorized Terri Whiteford to sign a joint minute from Green Street Monthly Meeting, the Trustees of Green Street Monthly Meeting and the PYM Administrative Council, asking Friends Fiduciary to transfer the final portion of the Anna T. Jeanes Cremation Fund from Green Street to PYM. We reviewed the proposed minute and released Harry Bryans to approve final wording with Friends Fiduciary.
4. PYM Clerk Job Description – Feedback from Councils and Next Steps

We reviewed and discussed written feedback and input from Quaker Life Council and Nominating Council on the report from the Sprint to consider the role of PYM Clerk and Associate Clerks. Given the concerns raised in both documents, Friends asked that Harry, Terri and the Sprint members meet with Nominating Council and Quaker Life Council to clarify differences raised in these documents and seek a way to reconcile all concerns.
5. Admin Council Annual Report for July Sessions

Copies of a draft annual report of Admin Council to Annual Sessions were distributed by email to Admin Council members. Members were asked to send any notes or comments to Terri.
6. Admin Council Self Evaluation

Admin Council self-evaluation forms were distributed by email to all Admin Council members. Friends were asked to complete the evaluations and email them to Terri by the end of June.
7. Recording Clerk Training Sprint Update

We accepted and approved a report from the Recording Clerk Training Sprint with gratitude.

8. General Secretary Evaluation

The PYM General Secretary Oversight and Evaluation Committee (GSOEC) is sending a survey to all three councils and PYM staff to collect information for the General Secretary's evaluation. Friends on the Evaluation Committee are Terri Whiteford, GSOEC Clerk, Chris Lucca, Presiding Clerk, Pat Willus, Personnel Committee co-clerk, and two at-large members: Amy Taylor Brooks and Anthony Stover.

9. Millington Minute for Approval

We agreed that the minute regarding "Millington Quaker Cemeteries" should be brought forward at Annual Sessions.

**Minute of Approval – Millington
Prepared by Property Committee
June 15, 2019**

Administrative Council approves the transfer to the Town of Millington, Maryland, through a quitclaim deed and for nominal consideration, of Philadelphia Yearly Meeting's interest in the burial ground sometimes known as "Millington Quaker Cemeteries" and recommends that the members of Philadelphia Yearly Meeting approve such transfer at Philadelphia Yearly Meeting's 2019 Annual Sessions to be held on July 24-28, 2019, at The College of New Jersey, Ewing Township, New Jersey.

Respectfully submitted,
Tony Capozzoli, recording clerk