

Philadelphia Yearly Meeting Administrative Council
Saturday, November 16, 2019
Approved Minutes

Present: Andrew Anderson, Emily Blanck, Harry Bryans, Chris Lucca, Linell McCurry, Richard Morse, Nikki Musgrove, Jim Waddington, and Terri Whiteford. Personnel Committee co-clerk Linda Lotz attended for part of the meeting.

Regrets: Tony Capozzoli, Christie Duncan-Tessmer, tonya thames taylor, Roy Zatcoff

1. The agenda was reviewed and approved
2. The minutes of September 21, 2019 were approved with the following changes:
 - a) Section 3b. Rewrote second sentence to “The council reviewed the context and evaluated the utility of the proposal.”
 - b) Section 3b. Changed final sentence to “We also discussed the Multicultural audit *recommendations*.”
 - c) Section 3c. Changed final sentence to “The *sprint* should report to Admin Council by February.”
 - d) Section 3e. Changed sentence to “Minute of Appreciation to the PYM staff for bringing *its* anti-racism work forward as a model.”
3. Retreat Reflections and Follow up

Friends discussed the value of the all-Council retreat at Abington Meeting on October 19 and agreed that it should be an annual event for the October meeting.
4. Release of Barry Sloane from Admin Council

Barry Sloane’s request to be released was **approved**; Nominating Council will be notified.
5. Finance Committee
 - a) At its November meeting, Finance Committee reviewed Friends Fiduciary’s current 4% distribution rate and recommended that PYM take the standard 4% rate in 2020. Pennsylvania’s nonprofit code makes the selection of a distribution rate an annual responsibility of an organization’s board. **Council approved a 4% distribution rate.**
 - b) Andrew Anderson shared a progress report on the Reinvestment Fund’s planned Impact Accelerator Fund where, as reported to Annual Sessions in July, PYM is considering an investment through Friends Fiduciary. The fund would provide bridge loans to community development projects. Closing is scheduled for year end. The Finance Committee will bring a recommendation forward to the December Admin Council meeting after they have reviewed the fund prospectus, which should become available shortly.

6. Personnel Committee

- a) Co-clerk Linda Lotz reported that the Personnel Committee needs more members. The Council **approved Paula Cell** on an interim basis up to 3 years. There are more individuals in the recruiting pipeline. The Committee is requesting a minimum of two more members, including a person from Admin Council to serve on the committee.
- b) Linda reviewed revisions to PYM's Parental Leave Policy. Council **approved the policy's new language** with the assumption that it has been reviewed by counsel.

7. Housekeeping items

- a) The clerk needs assistance with building a way to organize the documents, minutes and other records. An assistant clerk might be a good help. Emily will meet with members from other councils to help organize a Google folder and Google group to keep track of materials
- b) Status of committee charges. Identify what still needs approval – Linell agreed to take responsibility for this.

8. Sprint for Governance Review

Harry Bryans is willing to participate. He will develop a charge and recommendations for a process. The basic charge is to review governance of the Yearly Meeting.

9. Sprint for Five Year Plan Review and Refresh

Jim Waddington is willing to assist by defining the charge (may be defined in the Admin Council responsibilities in the handbook), identify participants, and establish a process. Nikki Mosgrove agreed to be a part of the group.

10. Discernment on Work on Racial Healing and Wholeness

After discussion, within the Admin Council, on how to engage the Friends who identified themselves at July 2019 Annual Sessions, we decided it would be best to work in conjunction with Quaker Life Council, who was also doing this work. We met as a combined council at 1:30 PM. After much discussion, we united on a few follow ups:

- a) Within the Councils: Hear from individual Friends or groups that have experience with racial healing and wholeness. Explore what we need to know as Councils. Invite Prototype Entities and Friends General Conference (FGC) to speak to us so we can learn from them.
- b) With the group of Friends who volunteered to help steward this work:
 - Acknowledge that Friends at July 2019 Annual Sessions volunteered to help PYM work on racial healing and wholeness, not as a single group, but in multiple ways as opportunities become available.

- Invite those who want to continue to work as a group to form a collaborative or join with Social Justice Resource Friends.
 - Offer opportunities to join sprints and committees so that racial healing and wholeness is embedded in the work from within.
 - Ask these Friends to share the information gathered so far so the information can be added to the Addressing Racism resource material available on the PYM website and shared with sprints and committees.
 - Apologize to these Friends and acknowledge that expectations were unclear and caused confusion. We did not follow a discernment process that would have led to wider, more inclusive input from more Friends, such as Fellowship of Friends of African Descent and Ujima Friends Peace Center.
- c) For Philadelphia Yearly Meeting: We need to provide an opportunity for PYM-wide education on Racial Justice and Wholeness. Open this work up to bring others into the conversation, including the Fellowship of Friends of African Descent.

11. The joint meeting closed with worship at 2:56 PM.

Emily Blanck, Recording Clerk