

**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, February 15, 2020**  
**Approved Minutes**

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

Regrets: Emily Blanck, Nikki Mosgrove.

Friends from Quaker Life Council joined the meeting for agenda items 1 and 2

1. PYM Staff Benefits and Compensation Review – Joint meeting with QLC

Christie presented a detailed table of employee benefits currently provided to PYM staff, reviewed specific benefits, and answered questions from council members.

2. Leadership plan for EcoJustice Collaborative Minute – Joint meeting with QLC

Christie reported on how Yearly Meeting leadership is moving forward with an EcoJustice Collaborative minute. Leadership will next communicate with the EcoJustice Collaborative.

3. We **approved** the Admin Council minutes of January 17, 2020.

4. Finance Committee update

- a. Linell reported on PYM's social impact investment in The Reinvestment Fund (TRF).
- b. PYM's Audit Committee will meet on Thursday, March 5, at Friends Center to review the audit.

5. Combined Baker Trust Appointment

We **approved** the reappointment of Linell McCurry to a 3-year term on the Combined Baker Trust board.

6. Sprint Updates

- a. We **approved** combining the Governance and Five-Year Plan Review Sprints.
- b. Diversity and Inclusion Sprint: Invitations have been made to a potential clerk for this sprint. The Friend invited is not a member of a PYM council. The sprint will have outside consulting services available, such as Prototype Entities, if the sprint believes it would help their efforts.

Executive session: Christie and Linell were asked to leave for agenda items 7 and 8.

7. Personnel Committee

Linda Lotz, clerk of Personnel Committee (via Zoom), reported on a proposed sabbatical policy for PYM staff. We asked Personnel Committee for more work on the policy and also asked Finance Committee to review the policy.

8. General Secretary Evaluation and Oversight Committee

Terri presented a report on the General Secretary's evaluation. The report was **accepted and approved**.

Tony Capozzoli, recording clerk