

**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, September 19, 2020**  
**Approved Minutes**

Attending: Andrew Anderson, Frank Barch, Emily Blanck (recording clerk), Harry Bryans, Tony Capozzoli, Alan Crosman (Friends Pension Committee and Board of Arch Street Meeting House Preservation Trust), Chuck Devers, Christie Duncan-Tessmer, Jeanne Elberfeld, John Marquette, Linell McCurry, JoAnn Seaver, tonya thames taylor, Jim Waddington (clerk), and Tom Zemaitis

Regrets: Nikki Mosgrove

1. Opening worship for Admin Council
  
2. Welcome New Members: Introductions
  - a. Tom Zemaitis (Moorestown), John Marquette (Lehigh Valley), Jeanne Elberfeld (Reading), JoAnn Seaver (Green Street), Chuck Devers (Salem)
  
3. Finance Committee Report: Proposed Pension Changes
  - a. The Friends Pension Plan Committee seeks approval to “freeze” the current defined benefit plan and replace it with a defined contribution program. At a date as early as December 31, 2020, the defined benefit plan would be closed to new participation and eligible employees would earn benefits under a defined contribution program. Alan Crossman, clerk of the Friends Pension Plan Committee joined to discuss the proposal.
  - b. The current retirement program is a defined benefit plan co-sponsored by FGC and PYM and has been in place since 1979. The multi-employer plan includes 7 participating organizations. The significant fluctuation in pension costs from year to year is a key factor in the recommended shift to a defined contribution approach. A defined contribution plan allows employers to have more predictable and stable annual costs and can be structured in a way that continues to provide employees with meaningful retirement benefits.
  - c. After extended discussion, ***the Council approved authorizing the Pension Plan Committee to move towards this change.*** The final plan will come back to Administrative council for final approval, per the Finance Committee minutes and recommendation.
  
4. Arch Street Meeting House Preservation Trust (ASMHPT)
  - a. ***The Council approved Arch Street Meeting House Preservation Trust recommendations to appoint Jacqueline Zemaitis and Heath Meyers to ASMHPT Board.***
  - b. The Council appreciates the efforts of the Trust, and we received the Collections Management Policy recently adopted by the Trust.

5. Nominating Council

- a. ***The Council approves the appointment of Terri Whiteford to serve as Interim Nominating Council Clerk through 2021 Sessions, and to work with the new clerk (appointed at 2021 Sessions) for the first couple of months to provide orientation. She will not be the permanent clerk. Our Council must take on the role of replacing that position.***
- b. The Admin Council needs to work to fill in the at large members, because there will be a very large overhaul of the Nominating Council at next Annual Sessions. There are five vacant at-large seats. Administrative Council should focus on age, race, and gender diversity for those five vacancies. There are 13 seats which are appointed by the 13 Quarterly Meetings. All of the Quarterly Meeting's currently appointed representatives (10 of 13) have terms that expire next summer. The remaining 3 spots are currently vacant.

6. Admin Council Committee assignments

- a. Review the list of committees and their current membership. Members of the Admin Council were encouraged to consider where they could serve.

**Closed with Worship at 1:04pm.**

**Emily Blanck, Recording**