

**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, November 21, 2020**  
**Approved Minutes**

Attending: Andrew Anderson, Frank Barch, Emily Blanck (recording clerk), Harry Bryans, Tony Capozzoli, Chuck Devers, Christie Duncan-Tessmer, Jeanne Elberfeld, John Marquette, Linell McCurry, Nikki Mosgrove, tonya thames taylor, Jim Waddington (clerk), and Tom Zemaitis

Regrets: Joann Seaver, Roy Zatcoff

Opening worship for Admin Council and QLC at 11:55 am.

**1. Joint Meeting with QLC on Fundraising and Communications**

Grace Cooke, Associate Secretary for Advancement and Relationship, introduced PYM's team, including Malcolm McAtee, web; Joyce David, graphics; and Roma Narkhede, social media/data. In their PowerPoint presentation, *Communications and Fundraising at PYM*, they shared information on the website. Growth in 2020 included increases of 24% in web page views to 239,836; 26% in visits to 109,370; 42% in users to 74,529; and a 23% increase in page speed to 2.7 seconds. The site features more news, events, and Quaker stories. They discussed the weekly News & Events email, and how intentional they've become in their PYM-level (not only Youth Program) Instagram. After sharing about communication, Grace discussed how these media outlets create belonging and connection, which assists in fundraising. Grace shared her philosophy of fundraising: all people matter, no matter how much they give. Her team has also developed innovative ways of giving, like last year's event, Quakers got Talent. There was a sense of appreciation for their work.

Admin reconvened at 12:45 pm in silent worship without QLC.

**2. Minutes for 10/17/2020 were approved.**

**3. Joint Finance and Property Committee Report on the Proposed Sale of 1520 Race Street.**

On Nov. 5, 2020, the Finance and Property Committees met jointly with Chris Mohr, Executive Director of Friends Center, and Michael Gary, Head of Friends Select School. Chris and Michael shared news of the proposed sale of the 1520 Race Street building on the Friends Center campus to Friends Select for classroom and office use. Central Philadelphia Monthly Meeting (CPMM) owns the 1520 building and the underlying land, which are currently on a 99-year lease to Friends Center.

CPMM, PYM and AFSC are equity partners in Friends Center. The Friends Center Equity Partner Agreement says that if Friends Center wants to sell any portion of the property, the respective equity partners have 120 days to match a bona fide offer. In lieu of letting 120 days elapse, Finance and Property Committees agreed that PYM wished to waive its purchase option to make a competing bid for the 1520 Race Street building. Finance and Property brought the following minute for Admin Council's consideration and **Administrative Council approved:**

**PYM states that it does not wish to match an expected offer from Friends Select School to purchase 1520 Race Street from Friends Center Corporation and thus it waives the purchase option provided under Section 14 of the Friends Center Equity Partner Agreement.**

**4. Committee and Sprint Reports**

- a) Administrative Council Members are invited to volunteer and join the Sprint on Membership and Belonging.
- b) The name of Lucy Strackhouse was approved to join the board of Arch Street Meeting House Preservation Trust.**
- c) In reviewing the committee charges, the clerk has discovered that many are incomplete, and we will work on a task to standardize and complete them.
- d) General Secretary Oversight and Evaluation Committee has met and has begun the feedback process.

**5. Report from Governance/Strategic Direction Sprint**

Roy Zatcoff is clerking the Governance and Strategic Directions Sprint. The group has met twice to look at PYM's Strategic Directions. The Sprint's charge is to deliver a written assessment and recommendations for the strategic directions on what to "continue, release, enhance, initiate."

**6. Pamphlet update**

The staff has formed a plan on developing a PYM brochure. They will develop the content for the brochure over the next months and will get input from the councils for the content. Once the content is set, it could be designed early in 2021. The Council members offered comments on the brochure.

**Closed with Worship at 1:30 pm.**

**Emily Blanck, recording**