

**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, September 18, 2021 (via Zoom)**  
**Approved Minutes**

Present: Andrew Anderson, Cathy Toner, Christie Duncan-Tessmer, Frank Barch, Jim Waddington, John Marquette, Linell McCurry, Roy Zatcoff, Chuck Devers, Jeanne Elberfeld, Tom Zemaitis, Nikki Mosgrove.  
Regrets: tonya thames taylor

1. Minutes

**We approved the minutes of July 17, 2021.**

2. Proposed PYM Policy on Public Expression of Witness in PYM

Christie invited Friends to season a policy on public expression of witness.

- Christie shared that, at times, there is confusion on the content on the website and whether it represents PYM's formal position or a person or committee or group's position.
- We try to help people share their witness and allow expression and let them be faithful to their witness, but it might not be Yearly Meeting's witness; we need a statement that explains the difference and why.
- The next step is seasoning with Quaker Life Council and Friends who may have different opinions on how we frame our witness in the world; and then come back to Admin Council for approval.
- A suggestion was raised to simplify the language in the policy. We need to be careful as a non-profit to not lobby for politicians or specific legislation.

3. Proposal on Quarterly Meeting appointments to Nominating Council:

Nominating Council needs members. There should be 13 members, one appointed by each Quarterly Meeting, and seven At Large positions and a Clerk appointed by Administrative Council. Many of the Quarterly Meeting appointees have served two consecutive three-year terms and several quarter appointments are vacant.

After a full discussion, we **approved**:

- A. Extending the Quarterly Meeting terms until August 30, 2022, for those whose term are expiring.
- B. Asking Jim as Admin Council clerk to speak with the clerks of the quarterly meetings:
  - a) Where their Nominating Council member's term has been extended but a new member must be identified before August 30;
  - b) Where their Nominating Council seat is vacant and an appointment is needed;
  - c) Admin Council may need to appoint new members in collaboration with the Quarters if the Quarterly Meeting seats remain vacant.

4. Admin council roles and appointments

- A. Appoint recording clerk
  - Cathy Toner agreed to be a back-up recording clerk; we're still looking for a recording clerk.
- B. Appoint Finance Committee member
  - **Cathy Toner was approved to serve on Finance Committee.**

- C. Appoint Governance Committee members
- We're moving forward with the new Governance Committee charge approved in July. Instead of clerks of the councils serving on Governance, there will be one representative from each council.
  - **We approved Roy Zatcoff, who served in past as an At Large member, as the rep from Admin Council**
  - The committee charge calls for two At Large Members with deep governance experience in non-profit or Quaker organizations. Until there are new appointments, the current At Large Members, Sue Petrocelli and Jeff Perkins, will continue to serve.
- D. Appoint Governance Committee clerk  
**We approved the appointment of Roy Zatcoff as Clerk on an interim basis and we expressed gratitude for his service.**
- E. Appoint At Large Nominating Council members  
**We approved Nancy Robbins of Third Haven Friends Meeting for Nominating Council.**

5. Report from Strategic Directions Sprint

- Struggled to evaluate the strategy and its success
- We need a mission and vision statement to give better context to our strategic directions; we need a sprint to work on them.
- Not much difference between PYM and FGC missions.
- Response rate low to the survey; not much unity in the feedback.
- We still need to do more to create engagement and have Friends involved and communicating with sprints, leadership, etc.; how welcoming are we really? We may not always be welcoming and safe; more work to do.
- This is the first check-in on the work, and we feel all the work is important and should continue.
- Report was designed for Admin Council and may need to be revised before broader distribution. Admin Council received it with gratitude.
- Next steps: Further season the report and share next with the Governance Committee and Quaker Life Council and possibly a report to PYM.
- **Minuted appreciation to Roy for his leadership on the Sprint.**

Cathy Toner, Recording Clerk pro tem