

Philadelphia Yearly Meeting Administrative Council
Saturday, June 17, 2023
Approved Minutes

Biddle Room at Arch Street Meeting House with Remote Friends

Attending: Jim Waddington (Clerk), Christie Duncan-Tessmer (General Secretary), Jeanne Elberfeld, Cecilia Filauro (Executive Administrator), Kruskal Hewitt, Neil Holzman, John Marquette (Recording Clerk), Linell McCurry (Chief Financial Officer), Carter Nash, Melissa Rycroft (Presiding Clerk), Cathy Toner, Tom Zemaitis. Roy Zatcoff (Clerk of Governance Advisory Committee) attended part of the meeting as a guest.

1. Welcome and Worship

Friends gathered in the Biddle Room and entered into silent worship at 9:08 am.

2. Review and Approval of Minutes

The minutes of May 20, 2023, were approved as presented with gratitude to Tom Zemaitis. John Marquette agreed to serve as recording clerk for June.

3. Governance Advisory Committee Report

Roy Zatcoff presented the findings of the June 2023 committee report, sent as an advance document. He highlighted the Committee's charge to review the governance structure that has been in place since 2015 to see how it works today. The report points out some issues around the shrinking number of Friends available for PYM service and notes the structure's continuing evolution, which has been healthy, dynamic, and responsive to challenges. Incremental changes include the addition of the Clerks' Group, the Governance Advisory Committee itself, and increased interaction between the Quaker Life and Administrative Councils.

As recommendations, Governance supports continual discernment and adaptive changes over time with the goal of increasing structural simplicity and a more productive alignment of structure and community. To this end we will:

- Share what we have learned more broadly and seek input,
- Recommend continued incremental changes for the foreseeable future,
- Keep evaluating and assessing progress.

In discussion, several Friends noted the need for more communication and transparency with the body, at Annual Sessions and Continuing Sessions. We should seek out feedback, both positive and negative. Negative feedback can be equally as important for growth as kudos. Roy thanked the Council for its attention, and we accepted his report with gratitude.

4. Finance Committee: FY 2024 Draft Budget Review

Linell McCurry presented the draft budget and notes. Overall revenue in FY 2024 is budgeted flat. Investment income is forecast flat with the current year. Expenses are budgeted to increase 3%. The budget is balanced to zero using reserves from the Capital Reserve Fund and from program. As we begin gathering in person again, we will use unspent and accumulated program income held over

from the pandemic years. This is likely to meet our needs for FY 2024. PYM's development efforts and continued market improvements should help future revenue growth. A Friend complimented the detailed budget notes and said that we should encourage other organizations to do the same. **Friends approved releasing the draft budget as an advance Sessions document**, knowing there may be some minor adjustments in the final proposed budget in July.

5. Climate Witness Stewards

The Climate Witness Stewards asked to postpone a formal report of their work until July. Andrew Anderson, a member of the Stewards, presented a short update. The group is working on a presentation on providing a net-zero plan. They received feedback on the initial draft from Christie and Jim and they are under the weight of the comments. The report will be enhanced and presented at the next meeting of the Administrative Council. Friends accepted the update with gratitude.

6. Draft Sessions Report from Admin Council

Jim expressed his gratitude to Tom for the work he put into the draft. Tom summarized actions from the minutes of Administrative Council meetings over the last 12 months. The report needs to include the pending report from the Climate Witness Stewards and active links where appropriate. A Friend noted that language in the beginning of the report framing the role of the Council in a crisp, concrete description would help readers. There is language in our audited financial statements describing Admin Council's responsibility and authority. It would also help readers to include descriptions of the Committee charges.

Friends talked about incorporating our broader mission work over the past year around belonging, governance, and property. These topics are not things that are "done"; they are ongoing and Annual Sessions is a way to bring people into community and nurture community. Jeanne Elberfeld invited the Council to attend her keynote: its topic, belonging, addresses these very issues. There is also a thread gathering on property planned for later in 2023 or 2024. Using some of Admin's time on property would be responsive to meeting needs and would help focus the thread gathering. Friends also hoped we could provide listening sessions or venues to capture what people have to say and to give them an opportunity to be heard.

7. Minute from Abington Quarterly Meeting

Council saw a minute received from Abington Quarterly Meeting around the PYM Advocacy Policy. Friends felt the concerns, as expressed, did not align with Admin's factual understanding of the policy. The Clerks' Group has been under the weight of the minute.

8. Closing Worship

The meeting ended with silent worship at 10:29am.

Faithfully submitted,
John Marquette