



# Philadelphia Yearly Meeting

*of the Religious Society of Friends*

## Multicultural Audit Steering Committee (MASC) Report

Submitted: Monday, October 29, 2018

Updated: Friday, November 2, 2018

### Nutshell

- **Complete:** Retreat for Multicultural Audit Steering Committee (MASC), September 21-23, 2018, at Pendle Hill in Wallingford, PA.
- \$2,242 was the investment cost of three-day retreat; costs kept at minimum by the Clerk.
- **Complete:** Request for Proposal (RFP) for Diversity and Inclusion and cover letter for RFP.
- **Complete:** Rubric for RFP for Diversity and Inclusion.
- **Complete:** MASC's Clerk (with medical injuries) as well as other members of MASC have visited several Monthly Meetings (MM), quarterly sessions, and public events to bring awareness to and promotion of this assessment.
- **Complete:** Afterwards and outside of formal retreat, small working group, throughout October, worked on evaluation rubric for RFP and marketing plans of assessment (an important issue raised by MASC Clerk).
- **Complete:** 1.5 hour ZOOM meeting held on Wednesday, October 31st.
- **Complete:** Both RFP and Rubric post to MASC-related page by/on Friday, November 2.
- **Complete:** RFP and Rubric distributed to ten (10) potential consultants by/on Friday, November 2. *Consultant names derived from committee members who suggested firms.*
- **Complete:** Laura Pickering Ford, Harrisburg MM, recorded Minutes for the retreat. These minutes are available on PhYM's MASC-related page (find at [pym.org](http://pym.org)).
- **Of Note:** Non-compensated Friends and an attender threshed and vetted the final RFP. The overwhelmingly majority (excepting about three), from the committee's current 18 members, participated in the content of the RFP. Unlike other organizations that have written mission and value statements, along with strategic plans with measurable, quantifiable benchmarks and goals related to specific targets, this committee initially received imprecise ideas and indistinct budget. Yet, RFP needed specifics. In under a year, this committee has created a RFP that aims to hire a consultant who can help PhYM assess and strengthen its beloved community that desires meaningful diversity and inclusion.
- **Projected Cost:** Roughly \$83K (\$65K for consultants, \$10-12K for printing mailing, \$3K for additional administration); again, roughly \$2.5K has been spent in retreat and first meeting.
- For more up-to-date information on on-going activities of MASC, see PhYM's MASC-related page.

This concludes the activities of the MASC in the 90-day period since Annual Sessions held in July 2018. Additionally, for greater understanding of this process, please refer to "Supplemental: Clerk's Reflection," which is an informal reflection and separate from this formal report.

In Friendship, Onward,

tonya thames taylor, Clerk of MASC

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