

**Quaker Life Council Minutes  
16 June 2018**

p.1

**Agenda**

10:00 - Joint Councils Meeting

11:00-1:00 QLC Meeting

1. Welcome and Worship- Spiritual State of QLC-Paper and Pencil Reflection
2. Discernment Team-Follow Up Section: Conflict Resolution next step?
3. QLC Sessions Report - Amy Brooks
4. Greene Street Meeting Minute of Concern- Amy Brooks
5. State of Meeting Reports-
6. Sessions Planning-
7. Youth Programs-report
8. Gen Sec Policies (Attached)
  - a. Grievance
  - b. Social Media
  - c. Staff Voice on PYM issues
9. Minutes of Concern on: QLC forms Sprint to examine minutes (NOT Attached)
  - a. Nuclear Disarmament
  - b. Planned Parenthood
  - c. Benjamin Lay
10. Minutes April and May (Attached)

**List from Zachary of QLC members and responsibilities: Please advise about updates**

<b>First Name</b>	<b>Last Name</b>	<b>Committee/Role</b>
Amy	Taylor Brooks	Governance / QLC Clerk/Clerks' Team
Andrew	Anderson	Program / PYM Treasurer
Ayesha	Imani	Governance
Bryn	Hammerstrom	Program
Cathleen	Marion	Program
Christie	Duncan-Tessmer	Governance / PYM GenSec
George	Rubin	Governance
Gray	Goodman	Governance / Governance Clerk / QLC Recording Clerk
Jim	Herr	Program / Program Clerk
<u>Karen</u>	<u>Winner</u>	<u>Governance</u>
Kate	Bregman	Program
Kri	Burkander	SCC / Youth Programs Sprint / YP Sprint Clerk /Sessions Planning
Melanie	Douty-Snipes	Program/Discernment Team/Sessions Planning
Anthony	Stover	Governance
Zachary	Dutton	Governance / Program / PYM AS4PRL

**Present:** Amy Brooks, Gray Goodman, Anthony Stover, Jim Herr, Kate Bregman, George Rubin, Ayesha Imani.

**Ex-Officio:** Christie Duncan-Tessmer, Zachary Dutton, Andrew Anderson,

**Regrets:** : Bryn Hammarstrom , Kri Burkander, Cathleen Marion, Melanie Douty-Snipes, Wade Wright (Sessions Planning)

**1. Welcome and Worship- Spiritual State of QLC-Paper and Pencil Reflection:** Members began with a period of worship. Clerk Amy Taylor Brooks welcomed everyone and had each member respond to one of a collection of queries adapted from Faith and Practice.

**2. Discernment Team-Follow Up Section:** Members read an excerpt from the original report of the QLC Discernment Team that focused on lessons learned, next steps, and a series of queries. Members were reminded of the challenge but importance of deepening one's spiritual life in order to engage in radical listening with others.

Zachary Dutton recommended that the Sessions Planning Committee get the queries from the Discernment Team.

Members asked that the following quotation from George Fox be a guide for QLC and Sessions Planning. It fits with the theme of Annual Sessions: "Letting Your Life Speak".

**Be patterns, be examples in all countries, places, islands, nations wherever you come; that your carriage and life may preach among all sorts of people, and to them; then you will come to walk cheerfully over the world, answering that of God in everyone; whereby in them you may be a blessing, and make the witness of God in them to bless you.**

**3. QLC Sessions Report: Amy Brooks:** Amy will take the written responses of members' reflections and use them to compose her report.

**4. Greene Street Meeting Minute of Concern: Amy Brooks:** Amy will speak to the clerk of Greene Street Monthly Meeting in order to learn the current status of their minute.

**5. State of Meeting Reports:** The committee will read the reports and compose a summary document for QLC before the July meeting. It was suggested that in the future, QLC compose a number of guiding queries for Monthly Meetings and Quarters and get the responses early enough that they can be used as a guide in planning Annual Sessions. Members will consider this idea for the future.

Composing a state of the meeting report can be an avenue for a meeting's spiritual growth and revitalization. A Friend shared a process that involved a meeting creating its own set of queries and holding a meeting for members to address the queries. Answers to the queries can be recorded. The written responses can become a document that reflects the interests and needs of the Meeting.

Query

**Should the State of Meeting Report be a part of the session on covenantal relations in the Yearly Meeting?**

Amy Taylor Brooks and Tom Hoopes will bring this question to the Clerks' Agenda Planning Team who will speak to the Sessions Planning Committee

**6. Sessions Planning:** Members of the Clerks' Committee who have been sitting in on the QLC meeting will use the issues to inform their creation of the Annual Sessions agenda.

**7. Youth Programs:** Kri Burkander will send a report for Friends to read before the July meeting.

**8. PYM Policies:** Members will examine these policies at the July meeting.

**9. Minutes of Concern:**

- a. **Nuclear Disarmament:** Members received the minute from Caln and Concord Quarter and shared the concern on Nuclear Weapons. Quaker Life Council affirmed that PYM will join Caln and Concord Quarter in coming under the weight of the concern on Nuclear Weapons.

**Zachary Dutton will seek advice and information from the Legislative Policy Collaborative, FCNL, and QUNO.**

**QLC affirmed that PYM will join Abington Quarter in coming under the weight of the concern on Nuclear Weapons.**

- b. **Planned Parenthood:** Members received the minute from Abington Quarter and shared support for the work of Planned Parenthood. Friends were uncertain about encouraging others to give aid and support to Planned Parenthood, an independent corporate body. Friends will and pray on this minute and to be led. The minute will be sent to Legislative Policy Collaborative for further seasoning. (Also?)
- c. **Benjamin Lay:** Members affirmed the minute. QLC recognizes the importance of being aware of our flawed selves and are warmed by the idea of not agreeing with everything Benjamin Lay did but celebrating his striving for the freedom for all people. QLC will bring this minute to Annual Sessions to celebrate his life.

**10. Minutes April and May:** Members were asked to read the past minutes for their information.

\*\*\*\*\* Ancillary Documents \*\*\*\*\*

**QLC Sessions Report:** Queries to consider in advance of the today's meeting. The queries were adapted from Faith + Practice.

1. How do we model how to listen to one another across difference?
2. How do we root our work of racial healing in the Spirit of love and radical listening?
3. How do we translate and model our experience of discernment?
4. What practices and strategies are employed by QLC to help our members prepare for worship as we do our business?
5. What are the challenges to and opportunities for enhancing the worship of our QLC meetings and what are we doing to address these?
6. What opportunities are provided to address topics important to deepening both the personal spiritual journeys of ourselves, QLC and the spiritual life of the yearly meeting?
7. What is most needed from us to strengthen the communal witness of QLC and the yearly meeting to the local community and beyond?
8. To what priorities does God call QLC to serve our yearly meeting? How do our annual budget, our committees, and other aspects of QLC's life reflect those priorities?
9. What examples from Monthly Meeting reports can we lift up for inspiration about best practices to nourish our Quaker lives? Do we see conversely any patterns of concern which may need our attention?
10. How do we best transparently share the state of QLC to the Yearly Meeting?

**Excerpt from QLC Discernment Team's Lessons Learned**

A) Observation regarding the racialized dimension of the conflict

The controversy at Upper Dublin exploded at a time when the Yearly Meeting itself had turned its attention to addressing racism within the Religious Society of Friends as part of a larger anti-racism movement in this country. A racialized conflict is one where the conflict is understood or experienced as a product of the races of the disputants involved. Race may not be the cause but may be a contributing factor or at least understood as a contributing factor. It is widely understood that this was a racialized conflict and unintentional racism played a role in escalating this conflict. It became clear through listening and review of documents that notions of unconscious bias, racial stereotypes, white superiority, internalized racism were shared across the divide by those being accused of racism as well as those who accused others. It was also apparent that many of the philosophies and frameworks being used to “call out” racism, as well as conflict resolution techniques that served Quakers in the past, seemed impotent or at the very least ineffective in addressing the dispute. Most frustrating was when it appeared that even Quaker spiritual practices and processes were seen as impediments to resolution and restoration rather than aids or remedies. Thus, the communal failure to deal with the multiple conflicts led to cycles of blame, shame, accusations, recrimination, anger, despair, denial, and an indignation which sometimes seemed rooted in love for justice and other times seemed rooted in a misplaced assumption of “rightness.”

We also recognize that there were certainly other issues at play, including cultural differences, economic differences, strong personalities, mental and emotional wellness, Quaker lineage, entitlement and other problematic dynamics common amongst spiritual congregations.

B) Lessons Learned

1. A need for spiritual revitalization in our Yearly Meeting is apparent if we are to do the hard work that comes with tackling "isms" as pervasive and persistent as racism. The blessed or beloved community is not a political construct, but a spiritual one. Much work must be done to re-root ourselves in our Quaker faith and begin to use it along with what we have learned about race and racism to more faithfully live into our testimonies of equality, integrity and peace. Above all love must be the first motion and we must return to faith as our foundation. Our community must deepen spiritually in order to have even the hope of effectively dealing with the complexities of addressing issues of race along with the intersection of race with class, gender, and other aspects of identity.
2. We are reminded that the ends do not justify the means and that the process must not be sacrificed for product. This is similar to the adage, “There is no way to peace, peace is the way.” We recognize there is true harm when we do not stand up for one another in the midst of bullying, discrimination, marginalization, or intimidation. However, we must always be prepared to listen to one another. Listening requires opens hearts, patience and time to reflect. Once a deep hurt has happened, we need to keep the focus on the healing process.

3. There is a need for accountability in our actions. Conflict resolution comes with owning our parts. We must create safe space for all sides in a dispute to speak and be heard. We must find ways of answering the Divine in people with whom we disagree. The silencing that comes with accusation can create barriers to true reconciliation and healing, and too often lead to defensiveness. We must find ways of cultivating the inclination and capacity for introspection and the holding of ourselves and one another accountable to our highest ideals. This accountability must include us all.

4. There is tremendous power in journalism and social media to help or hinder the conflict resolution process, and there is need for self- discipline and accountability when speaking. Dr. Martin Luther King taught us that “Power without love is reckless and abusive, and love without power is sentimental and anemic. Power at its best is love implementing the demands of justice, and justice at its best is power correcting everything that stands against love.” We must use the power of journalism and social media responsibly and with love to send our messages of justice into the world. PYM Friends can explore the use of social media through <https://www.friendsjournal.org/7-advice-online-gospel-ministry/> .

5. We are desperately in need of help in wrestling with issues of racism (personal, institutional, and structural). This includes distinguishing notions of unconscious bias, white supremacy, white superiority, white privilege as they manifest in our community. We must be careful however, to root our search for clarity in Spirit and not in training models and frameworks that may be antithetical to our Faith nor frameworks that deny the agency of people of color. This will take courage, faith, listening, and trust in the persistence of the Divine spark in one another.

6. Sometimes, though as painful as it can be, separation is the best action when Friends have irreconcilable differences.

### **5) Next Steps**

A) Quaker Life Council invites the Admin Council to work jointly to understand the roles of Monthly Meetings, Quarterly Meetings, and the Yearly Meeting when individuals and meetings are in conflict, and with regard to matters such as membership, authority, and accountability.

B) PYM needs a strong conflict resolution process and support infrastructure to address conflicts, particularly when a problem is just starting.

C) PYM staff and the QLC will continue to develop the Resource Friends program and connect Monthly Meetings and individual Friends to it.

D) PYM will continue to wrestle with addressing issues of racism and the ways it intersects with other forms of identity, manifests itself in our personal behaviors, and reveals itself in our organization and in the culture of our Monthly Meetings. The Yearly Meeting commits itself to confront how racism determines or impacts power arrangements and access to power within our structures and systems. One step moving forward with this is an Institutional Multicultural Audit with the PYM community.

E) There may be a need to review and revise Faith and Practice as well as other documents that guide PYM in order to glean wisdom and address gaps that exist that will help us to deal with disputes such as this in the future.

F) QLC will review and suggest policies and practices to assist PYM's renewed use of Eldering.

G) The Councils will work to ensure that our Monthly Meetings, Quarters, and Yearly Meeting create opportunities for Friends to share their spiritual journeys, encourage the study and practice of spiritual disciplines, and deepen spiritual friendships, thus deepening our anchors to the spirit in worship and in the world where so much healing is needed.

## 6) Final Queries

A) For QLC

How do we effectively communicate our availability to help in a crisis?

B) For the body

How do we seek "that of God" in each other and invite one another into our hearts, even when we are angry?

How can we better help find common ground, create open communication and a lasting peace?  
What do I need to do to own part of the hurt and confusion that took place?

How can we be consistent in using Quaker values to critique Quaker process?

How can we be cognizant of the delicate nuances of racial conflict? How do we solve conflict across "isms" as we strive to build the beloved community?

How do we expand Quaker traditions and structures to embrace and celebrate different traditions to further our spiritual and communal witness?

How do we balance a consideration of structural issues with a concern for individual hurt?

How do we respond when oppressed people are drawn to Quakerism and experience a sense of freedom and liberation based on Quaker process, only to then find their aspirations suppressed, or experience a sense of betrayal by those same processes?

How do we respond when white friends, who celebrate having the Spirit of God revealed through the participation of oppressed people, experience a sense of betrayal when the same processes and values that made openness possible are challenged or perhaps denigrated?

How do we prepare ourselves to work through these issues together...as a diverse community of Quakers, each with our own set of fears, failings, and capacities for contributing to resolution?

C) For individuals

Am I keeping an intimate relationship with the Divine so that I can have respectful honest loving relationships with others?

Am I surrendering to becoming a loving disciplined person so that my thoughts, words, and heart are minded closely with what God wants me to represent?

Am I creating & cultivating direct, thoughtful, open, and caring communication?

Do I welcome/accept feedback that points to a need to change my attitude, behavior, or speech in order to maintain healthy communication and resonate a respectful presence?

Am I really listening?

Are we as individuals giving space for the Holy Spirit so that we can become gathered as a corporate body?

Are we living faithfully into the place of 'unconsciously knowing' our central task towards right relationship with our humanity?

**Carrying a Minute of Concern to the PYM Community**

(As adopted by Quaker Life and Administrative Councils on November 18, 2017)

Introduction:

This document describes the Quaker practice of raising a minute of concern to the larger Philadelphia Yearly Meeting (PYM) community. Please refer to PYM's Faith and Practice for the process of discerning and bringing minutes of concern first to monthly and quarterly meetings. Go to [www.pym.org/faith-and-practice](http://www.pym.org/faith-and-practice), and then click to the right on, "Guidelines and Procedures," and then, beneath this, click on, "Preparing Minutes."

**Carrying a Minute of Concern to the Philadelphia Yearly Meeting Community (PYM)**

1. A minute of concern comes to the yearly meeting community through a quarterly meeting, after thoughtful seasoning.
2. The quarterly meeting clerk brings the minute of concern to the yearly meeting community after the concern has followed the processes set forth in Faith and Practice (2017).
3. The quarterly meeting clerk carries the concern to the presiding clerk of PYM.
4. The presiding clerk will promptly take the minute to the PYM administrative leadership—council clerks, General Secretary, and Treasurer.
5. The administrative leadership will direct the minute to Quaker Life Council, Administrative Council, or both and will report back to the referring quarterly meeting clerk.
6. The council(s) responsible for the minute will season the minute of concern and discern how the minute will be acted upon.
7. Transparency and timely feedback about the discernment process are important; therefore, following initial discernment, a report of council decisions and actions shall be shared with/sent to the clerks of monthly and quarterly meetings including the content of the minute received and actions proposed at the yearly meeting level.
8. Friends then carry forward ministry of the concern with the guidance, support, and accountability of the monthly meeting, quarterly meeting, and Philadelphia Yearly Meeting together.
9. A timeframe should be established for reporting about the work in ministry, and continued discernment should happen regarding whether the calling for this work continues.

Greene Street Monthly Meeting Minutes of Concern

March 22, 2017

To the Leadership of Philadelphia Yearly Meeting

With respect, deep caring and continued affection, Green Street Monthly Meeting announces to you that, at our March 19, 2017 Meeting for Worship with Attention to Business, after long and prayerful consideration, we approved withholding our covenant contribution to the Philadelphia Yearly Meeting (PYM) of \$30,000.

We are led to take this action because we cannot support a retreat from seeking racial justice. We ask that PYM put an immediate pause to the recent staffing and reorganization changes to make use of all its available resources for an enquiry. We ask that PYM will share with its constituent monthly meetings the process by which it made its decisions and share the implications of those decisions for changing the direction of PYM from the vision that we corporately hold.

We also feel called to ask that an enquiry be made into the culture of the PYM workplace and its structure, which has resulted in hostility toward truthfully confronting the imperfections in racial awareness to which all of us are subject. We feel called to live into a new way of being in which we trust our African American members who have responded to Quaker expressions of interest in racial justice and who have been willing to instruct us.

We specifically express our support for our valued member, Marille Thomas, and ask that the reductions in her employment be halted and her previous compensation be reinstated. We commend her to you for her competency in her work and for her actions, prompted by love and hope, to give guidance to broaden our racial understanding. We cherish her clarity and courage and the valuable resource she is for us in our meeting and in the larger world of Quakers. We deplore that she has experienced a painful lack of respect while employed in our Quaker institution.

We ask that the supervisory committees of the General Secretary, which should be supplemented, examine with the General Secretary her ability to succeed in her role. We ask that a climate of safety and transparency be employed in all aspects of the enquiry and that those entrusted to conduct the enquiry include a broad representation of Friends, including Friends of Color, from inside and outside the structure of PYM. We also cannot support a retreat from wholeheartedly serving our youth.

Green Street will review the situation at PYM and make a decision about reinstating its gift at a later date.

JoAnn Seaver, Clerk of Green Street Meeting

**Minute Supporting the U.N. General Assembly Nuclear Weapons Ban Treaty**  
CALN Quarterly Meeting

We, Quakers of Caln Quarterly Meeting (representing nine Monthly Meetings) minute our support for the United Nations General Assembly's Nuclear Weapons Ban Treaty. (A copy of that treaty is available at: <http://undocs.org/A/CONF.229/2017/8>)

In accordance with the Quaker Peace Testimony, Quakers have worked for abolition of nuclear weapons following the time when United States airplanes dropped two of these secretly produced bombs in 1945. The bombs destroyed both Hiroshima and Nagasaki in Japan, and the world has not yet recovered from the long term effects of these atrocities.

There is much work yet to be done. Our own government is opposed to the treaty. Few people in our country are even aware of the United Nations treaty.

We request that Philadelphia Yearly Meeting join us in making this Treaty more widely known. Actions we of Caln Quarter are considering and ask that PYM do the same, include but should not be limited to:

Letters to the editor; contact Nikki Haley (U.S. Ambassador to the U.N.); school projects; adult and youth first day school lessons; and signs at peace vigils.

James Herr  
CALN Quarterly Meeting Clerk  
May 5, 2018

Minute on the Prohibition of Nuclear Weapons

April 22, 2018

Concord Quarterly Meeting of the Religious Society of Friends of Philadelphia Yearly Meeting

In its session on April 22, 2018 Concord Quarterly Meeting approved the following minute brought forth from Birmingham Monthly Meeting of the Religious Society of Friends.

In 2017, 122 United Nations member states wrote the Treaty on the Prohibition of Nuclear Weapons, designed as a legally binding instrument to prohibit nuclear weapons, leading towards their total elimination. The Birmingham Monthly Meeting of the Religious Society of Friends (Quakers) strongly requests the United States to sign and ratify this Treaty. On August 6, 1945, the United States incinerated, annihilated, and irradiated with one atomic bomb 200,000 people and destroyed 62,000 buildings in Hiroshima. Three days later the U.S. caused similar devastation in Nagasaki. The effects—physical, mental, and genetic—linger 72 years later. The question of the morality of using such weapons has been debated ever since. In the ensuing decades, more countries have pursued development of nuclear weapons. Currently, nine nations possess nearly 15,000 such weapons. The risk of using this inventory of nuclear weapons and the threat of building additional ones for use must be eliminated. Total abolition of nuclear weapons is the moral choice and is essential to our survival.

Prior to approval by Concord Quarterly Meeting the majority of Monthly Meetings in the Quarter approved the minute.

Concord Quarterly Meeting brings this minute forward to Philadelphia Yearly Meeting for consideration before the body.

The minute was shared with Friends Council on National Legislation by Birmingham Monthly Meeting and prior to its consideration by Concord Quarterly Meeting. FCNL has posted the minute at <https://www.fcnl.org/updates/meeting-minutes-as-advocacy-tools-1218>.

Concord Quarter also approved sending this minute to the Quaker United Nations offices in New York and Geneva.

In Faith,

Deb Wood, Clerk Concord Quarterly Meeting  
[406 West Gay St, West Chester, PA 19380 qdeb406@gmail.com](mailto:qdeb406@gmail.com) 484-639-8536

Chris McKenney, Assistant Clerk Concord Quarterly Meeting  
[Path2b@aol.com](mailto:Path2b@aol.com)

Lynne Piersol, Concord Quarterly Meeting Coordinator [concordquarter@pym.org](mailto:concordquarter@pym.org)

**Minute regarding former Abington Meeting member, Benjamin Lay**

*Approved by Abington Monthly Meeting  
November 12, 2017*

Abington Monthly Meeting of the Religious Society of Friends recognizes Benjamin Lay's dedication to equality, and his willingness to repeatedly speak his messages of Truth to a society that was in denial about the evils of slavery. We acknowledge that Benjamin Lay used radical activism in his attempts to teach his peers to recognize the equality before God of all people, regardless of race or gender. He lived his life with integrity according to his Quaker beliefs, and he called others, especially slave-owners, to accountability.

Benjamin Lay was written out of membership at Abington Monthly Meeting on the thirtieth day, eleventh month, 1737 (which by the Quaker calendar, while the Julian calendar was in use, would have been January 30, 1738), because his zealous actions were considered disruptive. It is now known that at least two of the Friends who led the discernment about writing Benjamin Lay out of membership in the Society of Friends were slave-owners and were likely targeted by Benjamin Lay's anti-slavery activism. Benjamin Lay was disowned decades before Quakers were disowned for being slave-owners.

We now recognize the truth behind Benjamin Lay's abolitionist efforts. Although we may not reinstate membership for someone who is deceased, we recognize Benjamin Lay as a Friend of the Truth and as being in unity with the spirit of our Abington Monthly Meeting.

**Minute of Support for Planned Parenthood**

*Approved by Abington Quarterly Meeting of the Religious Society of Friends  
October 1 2017*

Planned Parenthood, a worldwide organization, has from its inception in 1916 given women more control over their lives and health. Abington Quarterly Meeting affirms support for the Minutes of Support for Planned Parenthood from Gwynedd Monthly Meeting (April 23, 2017) and Intermountain Yearly Meeting (June 11, 2016). We support Planned Parenthood's health and education services, and its work serving the full range of gender identities in connection with sexually transmitted infections. We are concerned that federal and state financial support for Planned Parenthood's work be continued and encouraged. Planned Parenthood's family planning efforts also address our concern that our planet's population be maintained at levels that will sustain the ecosystem so the Earth has a favorable and natural future.

Approximately 40% of Planned Parenthood's budget is vulnerable, affecting lower income women most directly. Three quarters of that 40% comes from women's health services paid by Medicaid, which is a joint federal-state program, and the other quarter comes through a federal lower income family planning program. It should be noted that neither of these government programs allow funding for abortions except in cases of rape, incest, or when necessary to save a mother's life.

In addition to voicing support we ask ourselves as members and attenders to consider taking the actions suggested in the Gwynedd and Intermountain Minutes in support of reproductive health and specifically in support of Planned Parenthood, including but not limited to:

- writing Letters to the Editor, writing OpEds;
- writing and making phone calls to your legislators;
- volunteering to help in other needed ways at a Planned Parenthood clinic;
- donating financial support;
- being forthcoming about supporting Planned Parenthood in our personal contacts.

## **PYM Grievance Policy**

### **Managing Conflict and Grievances**

Conflict is natural in human relationships, and when constructively dealt with, can be an opportunity for growth. When not addressed, conflict can have destructive consequences. PYM employees are encouraged to address conflicts as opportunities for growth and clearness, and to seek to understand and transform the root causes of the conflict. While we seek to resolve conflicts in open and honest relationship, directly with one another, we recognize that there are times when someone feels unfairly treated or that an injustice has occurred. PYM has established grievance policies and procedures so that everyone involved can be clear about the process should a need arise.

### **Grievance Policy**

A *grievance* may be submitted in any situation in which the employee reasonably feels they have experienced an injustice or been wronged. It may include a dispute or complaint related to a personnel policy or process, or the conduct of a co-worker in the workplace. It may be a real or perceived injustice, unfairness, affront, unjust act, disservice, misunderstanding, or wrong. A grievance might result from issues related to the work environment, work rules, job expectations, performance evaluations, personnel file documentation, adequacy and/or administration of pay and benefits, or behavior on the job. It is our policy that:

- Philadelphia Yearly Meeting strives to maintain a work environment where all people are valued and treated with respect and dignity.
- Philadelphia Yearly Meeting is committed to using discussion and mediation, when possible, to resolve all disputes or complaints.
- Human Resources is responsible for informing staff of this policy and of the procedure that is in place. Human Resources is also responsible for guiding the process once a grievance has been invoked, and to ensure that the procedures are appropriately followed. All new employees will receive a copy or know where they can get a copy of the grievance procedures within 30 business days of starting their employment.
- The grievance procedure ensures that a resolution to a dispute or complaint is accomplished within a predictable time frame.
- The grievance procedure is used in situations not covered by other policies.
- At each step of the grievance procedure, all employees involved in the dispute may choose to seek assistance of another staff person who is not involved in the grievance and not in the reporting chain. The staff person will be expected to perform all of his or her job duties, in addition to any support role for the grievant.
- All parties should respect the privacy and confidentiality of the employees involved, but employees and managers retain the right to discuss the terms and conditions of employment involved.
- Grievance procedures will be reviewed periodically by Human Resources to make sure they are relevant and effective. Employees will be informed of any changes in the policy.
- Supervisors, Senior Staff and Clerks of Governance Committees will receive training on the policy and process.
- Retaliation that is prohibited by law against a member of the community for reasonable, good faith participation in the procedures described below is barred and is subject to

disciplinary procedures. Violation of this policy should be reported to Human Resources or the General Secretary immediately.

- The grievance process is dependent upon the willingness of all those involved to participate in good faith and reasonably, whether as a complainant, respondent, witness or support person. Accordingly, it is expected that staff members will participate in the grievance procedure in a manner that is aimed at productive resolution, as opposed to harassment, annoyance or avoidance of the reasonable requirements of work. Should an employee be found to have knowingly and intentionally brought forward a false charge, provided false witness, or in any other way knowingly and intentionally acted unreasonably, in bad faith, or to thwart or misuse the grievance procedure process, that employee could be subject to disciplinary action up to and including dismissal.
- To the extent there are policies or procedures that are specific to a particular type of conduct, they supercede this policy. This policy does not limit or take away an employee's rights with regards to any violation the law.

### **Grievance Procedure:**

#### **Step 1- Informal Communication and Discernment**

- There are some issues that are governed by other laws and policies where an informal process is not appropriate, for example, sexual harassment, mandatory reporting issues, and other matters that are governed by other policies. First, discern whether the grievance should be covered under a different policy. When in doubt, ask Human Resources.
- When an employee has a concern about a work situation which the employee considers to be unfair, the employee feels policies and procedures are being inequitably applied, or the employee has a concern about a co-worker's behavior, and the issue is not addressed under another policy, ideally, the employee will ask questions and discuss these concerns with the co-worker(s) directly involved and try to address the issue informally.
- Both employees should attempt to collaborate to resolve the issue.
- By addressing issues as they arise and working toward mutual understanding, employees can improve and enhance the work environment within the PYM community and support each other through process of growth and development, careful listening, mutual respect.

If an employee feels they cannot directly address the concern/conflict with the co-worker(s) involved or if the issue continues without satisfactory transformation, the following steps may be taken:

#### **Step 2: Informal Supervisor Intervention**

A. The employee may discuss the issue with their own supervisor or another member of the Staff Administrative Team (SAT) as soon as possible. With the assistance of the supervisor or SAT member, the employee may be able to agree to an informal resolution with the other person. The supervisor will work with the employee to reach a satisfactory solution within 15 working days. The details should be documented in writing by the supervisor.

B. If the employee does not feel they can address the issue with their Supervisor or another member of the Staff Administrative Team, or if the employee is not satisfied that transformation is occurring, the employee may at any point move to Step 3.

### **Step 3: Informal Human Resources Intervention**

- A. Human Resources, once contacted, will act as an intermediary for staff in attempting to resolve the issue informally within 10 business days.
- B. If, after ten business days or, with mutual agreement, up to 30 calendar days, the employee who raised the grievance is not satisfied that the grievance has been resolved or that reasonable transformation is occurring, Human Resources will advise the employee that he or she may move to Step 4.
- C. If a grievance reaches Stage 3, written documentation of the grievance and steps taken to date will be gathered and retained by Human Resources.

### **Step 3: Alternative**

- A. The General Secretary has the right to remove a Human Resources employee from the process, if an employee in Human Resources is the subject of the grievance, or employees in Human Resources may recuse themselves. Outside consultation will then be arranged through the General Secretary or the Personnel Committee. The General Secretary has the right to appoint a consultant at any point they deems it necessary to a fair process. The appointed consultant will shepherd the process forward and report to the General Secretary or the Personnel Committee. The consultant will then replace “Human Resources” in the following steps.

### **Step 4 – Formal Grievance Procedure**

- A. The employee will document in writing the grievance, the desired outcome, and steps taken to date toward satisfactory outcome and submit it to Human Resources. Human Resources will shepherd the process along with the employee’s supervisor or the next level of supervision in his/her reporting chain who is not yet involved in the grievance.
- B. Human Resources, who receives the grievance, will meet with the employee, the employee’s supervisor and other people directly involved in the grievance, and, if desired, the support persons chosen by the employees involved in the grievance. Any employee accused of wrongdoing or unfairness will be permitted to submit his or her response in writing to Human Resources. All persons involved will be encouraged again to work toward productive resolution of their issues, reasonably and in good faith.
- C. Within ten business days or, with mutual agreement, up to 30 calendar days, Human Resources will review all the facts, encourage a thorough discussion of the issues, and distribute a written report to the grievant and other people directly involved in the grievance. The report will include a summary of the issues, the discussion, actions that should be taken to resolve the grievance, and timeframes for completing those actions.
- D. If satisfactory resolution has been reached, Human Resources will provide a report to the General Secretary and the report will be filed in the employee’s personnel file.
- E. If satisfactory resolution does not occur, Human Resources will continue to Step 5.

### **Step Five: General Secretary Intervention**

If satisfactory resolution has not occurred, Human Resources will refer the matter to the General Secretary, who will review the report and will propose a solution, reporting back within 10 business days. Alternately, the General Secretary may choose to bring the issue to the next Personnel Committee meeting for consultation.

**Step Five Alternative:**

If the General Secretary is involved in the grievance, Human Resources will refer the matter to the Personnel Committee. If the employee who raised the grievance feels they cannot address it with Human Resources or the General Secretary, the employee may petition in writing to the Personnel Committee to hear the grievance.

**Step Six:**

At its next regular meeting, Personnel Committee will be informed of all the facts and materials related to the grievance (by Human Resources or the General Secretary). If the grievance was not resolved at Step 5, the Personnel Services Group may direct, at its option, an informal hearing with the employee who raised the grievance and all parties involved in the dispute. The Personnel Committee will then have two weeks from the hearing to issue its findings and conclusions, and will communicate the status of the grievance to all parties. Every effort will be made to address the grievance and make a decision regarding final action as quickly as possible, but the Personnel Committee may elect to extend the time for its findings and conclusions for up to six weeks from the date of the hearing.

## PYM Policy on Staff Use of Social Media

As Friends, we believe in open communication, and you are encouraged to tell the world about your work and share your passion. Whether you do so by participating in a blog, wiki, online social network or any other form of online publishing or discussion is completely up to you.

However, new ways of communication are changing the way we talk to each other, and as a member of PYM Staff, you have a special responsibility to be intentional in how you engage online.

In order to avoid any problems or misunderstandings, here are a few guidelines to provide helpful and practical advice for you when operating on the internet as an identifiable employee of Philadelphia Yearly Meeting.

- **No single staff person is an official spokesperson for PYM, with the occasional exception of the General Secretary and the Presiding Clerk**, so when you discuss Philadelphia Yearly Meeting on the internet, you must make clear that you are speaking for yourself and not for all of PYM. Identify yourself with your name, and when relevant, your role at PYM. You can use a disclaimer like "The postings on this site are my own and do not necessarily represent the views of PYM". Always write in the first person, and don't use your pym.org email address for personal communications.
- **You are personally responsible for the content you publish** on blogs, wikis or any other form of user-generated media. Remember that the internet never forgets. This means everything you publish will be visible to the world for a very, very long time. Even if you use privacy tools (determining who can view your page or profile, for instance), assume that everything you write, exchange or receive on a social media site is public.
- **If you are about to publish something that you think might be in violation of this policy**, take a pause and come back to it later with fresh eyes. If you are still unsure, talk to your supervisor about whether it's appropriate.
- **In general, try to keep personal use of Social Media to your personal time. It's okay to check-in occasionally during the work day for things like responding to personal messages or other short tasks - in the same way you might take a short trip to the kitchen to make a cup of tea.** In all other cases, if you are using Social Media during work hours, it should be directly related to, or in support of PYM work. **Also, keep in mind that Social Media apps are designed to constantly compete for your attention, and it may be helpful to disable notifications during times when you need to focus.**
- **Do your best to always be honest and accurate** when posting information or news, and if you make a mistake, correct it quickly. Be open about any previous posts you have altered. Remember that the Internet archives almost everything; therefore, even deleted posts can be searched. Never post rumors or information that you know to be false about PYM, fellow co-workers, members, attenders, or people working on behalf of PYM.

- **Do not share confidential information** or materials intended for internal office-use only.
- **Respect your audience.** Don't use ethnic slurs, personal insults, obscenity, or engage in any conduct online that would not be acceptable in person.
- **Be aware that others will associate you with PYM** when you identify yourself as such. Please ensure that your Facebook, Linked-in, or other profile and related content is consistent with how you wish to present yourself with other Friends and colleagues.
- Be mindful that the same policies from the Staff Voice section of the handbook apply to Social Media as well.

**PYM will promptly investigate reported violations of this Social Media policy.** Violations of this policy may result in disciplinary action, up to and including termination of employment, in accordance with the existing disciplinary procedures in the Staff handbook.

## **PYM STAFF VOICE POLICY**

### **STAFF VOICE IN THE QUAKER COMMUNITY**

This policy addresses the way in which the voices of staff members are encouraged and incorporated in the work of the staff office and in PYM community. As PYM is a private religious organization, staff are expected to ensure their communication furthers, rather than interferes with, their work duties, the work duties of others and PYM's mission in support of our Quaker Meetings and the teachings and practices of the Religious Society of Friends. This policy in no way hinders freedom of speech unrelated to the work of PYM or protected concerted activity with other employees as to the terms and conditions of employment.

#### **Background: Staff Voice in the PYM Community**

PYM conducts our corporate business with an openness to the Spirit and deep listening that supports the unfolding of a sense of Truth among the members of our community, drawing on each person's unique experience, wisdom, and insight to guide us. In seeking this collective unity, all Friends are encouraged to participate and all Friends are encouraged to set aside their personal convictions to be led by a guide beyond oneself.

PYM Staff are encouraged to participate in this spirit-led process of our business practice.

However, due to their positions of power and authority, Staff have an even larger responsibility to undergo deep discernment before using their voice within the PYM community, and to be intentional in the timing, context, and manner in which they speak. Because PYM Staff have the opportunity to so closely influence (and are often primarily responsible for) the activities and communications of the Yearly Meeting, staff must be mindful of the fact that they will always be perceived as staff -- even when intending to speak as an individual, and even within non-PYM Quaker settings. This is a different expectation than in years past, when members of staff were expected not to speak in business meeting at all, except to share information relevant to their expertise.

*This policy is intended to end the silencing effect the past tradition has had on staff, while also giving precise guidance about boundaries that still need to remain in place.*

#### **Background: Staff Voice in the Staff Community**

In this workplace, we value all manner of ideas to be examined and allow for missteps to be taken. We encourage staff to grow in their capacity to foster a multi-cultural and inclusive perspective. Openness, frankness, and generosity between individuals who work together create the foundation for good relationships. We value the synergy and creative tension that comes from staff engagement in the yearly meeting and on staff.

For these reasons, staff are expected to share with other staff members their input, thoughts, ideas and concerns on emergent and ongoing yearly meeting matters.

However, due to their positions of power and authority, staff are expected to address disagreements or concerns internally and not in the public\* arena. PYM has staff to help the yearly meeting be in community so when staff publicly voice or demonstrate their opposition it has the potential to undermine trust, as well as their own work, the work of other staff members and the work of the yearly meeting. Additionally, when staff are concerned that their internal

statements may be quoted or otherwise lifted up publicly, they may be reluctant to take risks, be candid, or explore boundaries internally.

The General Secretary is responsible for ensuring staff are knowledgeable about the general direction of the yearly meeting and its governance, significant decisions and decisions that impact staff. To the extent possible and reasonable the General Secretary is responsible for including staff in conversation as directions and decisions are being developed. The discernment and decisions of the PYM staff and/or PYM governance can benefit from the staff members' experience, wisdom, and insight.

*This policy is in place to create space for collaborative input from staff with the knowledge that challenge and friction can be contained without public repercussion to the yearly meeting or the individual.*

### **Policy**

**Staff are welcome to speak publicly in Quaker community in these instances:**

1. To offer information or knowledge based on their professional expertise and/or knowledge related to their position at PYM.
2. To offer personal insight, knowledge or wisdom. This comes with the responsibility for being aware that their words have a unique impact by virtue of being a staff person as mentioned above.

**When a staff person disagrees with the decisions or direction of PYM staff or of PYM governance there are internal ways of voicing their disagreement:**

1. The staff person is expected to share their thoughts and perspectives with the appropriate staff person in matters related to the direction of PYM staff and to do so promptly to avoid an accumulation of concerns.
2. In matters related to the direction of PYM governance, the General Secretary's office will assist the staff person in arranging an opportunity to speak with members of the leadership, including the clerks of councils, the Treasurer and the Presiding Clerk.
3. Staff who continue to feel strongly about their opposition after having voiced their perspective with the appropriate staff person or governance member may engage the grievance procedure or the whistle-blower policies found in the Staff Handbook, if applicable.
4. Staff may not publicly air disagreements or grievances about ongoing or developing policies, procedures, projects, personnel matters or any other direction or action of PYM staff or governance, but staff may communicate with each other and act in concert in relation to the terms and conditions of their employment.
5. Even in disagreement, staff should be respectful of each other, inside and outside our community, in all communications and act in a manner consistent with the values of PYM.
6. In the event that a staff person chooses not to refrain from airing their disagreement in public in disregard of this policy and/or the social media policy, their supervisor and/or the General Secretary will determine appropriate responses that support the well-being of the PYM organization including disciplinary action up to and including dismissal.

**Summary**

The voice of staff members is valued. Differing perspectives, disagreements and conflict is valued as well as a way to provide more thorough discernment and broader understanding of the impact of decisions of staff and governance. When there is disagreement staff are expected to share it and expected to do so within the organization.

\**Public* in this policy refers to any place or process that reaches a broad or gathered group of Friends or non-Friends. Examples include, but are not limited to: social media, sending letters or emails that reach a large group and business meeting or announcements at a monthly or quarterly meeting. Public does not mean speaking privately with a friend or care committee as long as that conversation is not then spread broadly. If you have a question about definition of “public,” speak with your supervisor, the Director of Staffing & Inclusion or the General Secretary.

## Staff Voice Policy Development: Background

Dear Clerks,

You asked for an overview of the thinking and process leading to the recent re-sending to staff of the Staff Voice and other policies. Please see below.

### General Overview

- The Staff Voice policy was conceived in response to a precipitating *non-clarity* more than to a precipitating *event*. In previous years it was expected that staff were expected not to speak in business meeting unless it was related to their position. I withdrew that completely because staff have a lot to offer and because when the topic is one that often silences people as a strategy (like racism) I didn't want our staff to be silenced. The expectation on speaking was double and triple discernment because staff will be seen and heard as staff. This didn't mean the same thing to all people and more clarity was needed. So the social media and staff voice policies were born.
- Drafts of this policy were sent out to staff and they were invited to give feedback in scheduled meetings in Friends Center and Arch Street, in individual meetings, by email, phone, in person, through a supervisor or to me or to HR. The drafts went back to staff multiple times as they were being developed. The Staff Voice policy also went to the Councils for feedback while in development since it creates the opportunity for staff to challenge and converse with governance leadership when staff has questions and disagreements with governance. It also went to the Personnel Committee at several points in its development and was approved by them in December.
- The Staff Voice Policy was developed along with a strong grievance policy that was written, reviewed and edited by staff. This ensures that if there is a General Secretary who is keeping things from staff so they can't be discussed internally or a staff person feels they aren't being heard, there is a path for them.
- The manner in which this policy was developed was informed by learnings from previous mistakes of under-communicating and by anti-racist principles. We took our time writing and reviewing the policy to ensure that there were multiple opportunities in multiple formats for staff members to provide input. Nothing was done in private, nothing about the policy development was a surprise. Additionally, clearly articulating the policy and making sure everyone is aware of it means that we have a shared understanding of the policy and it is equally understood and can be equally applied.
- The obvious failure in this process was that part-time staff who do not work in the office and do not receive office-wide communications were not included. That communication gap has been corrected with the installation of the Youth Engagement Coordinator who serves as the communication bridge.
- The Staff Voice Policy, along with the Grievance Policy and the Social Media Policy were recently re-sent to all staff, including the part-time staff who do not work in the office, to provide certainty that all staff were aware of the grievance policy in the event they may need to use it.

- Two important points of the policy are that a) staff aren't just allowed or encouraged to speak up to staff and governance leadership when they disagree but they are expected to and b) the policy provides a safe space within the staff community to share dissenting opinions without the concern that it will be shared on social media or other public venue.

### **Comprehensive Review of the Policy Development**

- There are three policies that I worked with the Personnel Committee on “fast-tracking”. This meant that they would be reviewed and approved before the full handbook was complete and approved because they were time-sensitive. Those policies were the Grievance Policy, the Social Media Policy and the Staff Voice Policy.
- In late summer, early fall I asked Tricia Coscia to research and write a first draft of the Grievance Policy. This was the most sensitive one and it was called for from the floor of yearly meeting with concern for my previous behavior so I asked a staff person who had been critical of me and who was the liaison to the Personnel Committee to take the first steps. She did so and the draft was ready mid-fall.
- In the same timeframe I asked Naman Hampton, Director of Communications and Technology, to write the first draft of a Social Media Policy. There were growing questions about the guidelines and expectations for staff use of social media, both from staff and from PYM Friends and we needed clarity. In writing that policy, it became clear that we needed shared expectations about the ways and occasions for which staff are expected to share their wisdom and opinions and that the Social Media policy was not the place for those clarifications but an additional and companion policy was called for.
- I had been trying to identify and articulate such guidelines for several years. In the summer of 2015 prior to Annual Sessions, my first Sessions as General Secretary, I told staff that I was lifting the unwritten and understood expectation that staff speak as little as possible and only in relationship to their jobs. We talked about this in staff meeting where staff affirmed that their understanding that the status quo was that they were not to speak. I felt it important to change this particularly in light of the knowledge that racism would be a topic of discussion at sessions and it is often the case that a tool of maintaining white supremacy is silencing opposition. At that time the guidance I gave was that staff must double and triple discern that they were called to speak and that it was not ego or personal interest that was prompting them because staff would always be heard as staff first and because staff has an outsized voice to begin with as we manage communications and develop program. At the same time we devised a series of hand-signals to let other staff know if we needed help in a difficult (or ignorant) conversation. I talked with Jada about this change. Several staff spoke at Sessions.
- The following year I repeated the same guidelines. I neglected to inform our new clerk whose understanding was the old one that staff were expected not to speak. At that Sessions staff were very outspoken including telling small groups that PYM leadership meetings were racist, refusing, along with others in the body, to sit when the clerk asked Friends to and in one case sitting on the stage for several hours.

- I received a number of complaints from PYM Friends about staff use of their voice and at least one Friend stopped giving and participating in PYM events. A few people questioned the acceptability of those staff remaining in the pay of the yearly meeting. In each case I told the PYM member that I understood but that I had given staff the release to follow their leadings at Sessions and that the wide range of their expression was my responsibility.
- Over the next year and more I explored what other yearly meetings do and say about staff involvement in sessions and what the practice was in other faiths, in particular in black churches. I found no one who had the dilemma that PYM had – a range of expectations that were mutually exclusive. I did find some heads of Quaker organizations who were sometimes dismayed by the freedom employees felt to complain about their employer on social media but they didn't have a solution. I spoke with PYM senior staff about it extensively and other staff occasionally.
- Following Sessions of 2017, with the several years' experience with expansive staff guidelines for speaking and with the help of the other two fast-tracked policies, I drafted a suggested policy for staff voice.
- The goal of the draft policy was to create extensive space for staff to challenge and dissent the direction of staff and the Quaker community while not being disruptive of the community we are charged to support. It allows and expects staff to bring their full selves to work and to challenge leadership in staff and in governance, but to do so within the community of staff and governance, not in in the public sphere.
- The next step was sharing the draft policy with staff. All three fast-tracked policies were sent to the staff distribution list with the request to read, question, challenge and edit them. They were invited to at least two in-person meetings to give feedback and to send feedback by email or by talking with me or Naman or Tricia directly. I went to Arch Street and met with the staff there at their convenience for the same reasons.
- Several adjustments were made at this time: adding the final sentence that there could be consequences of discipline up to and including dismissal; adding that this policy allows staff to feel safe in sharing opposite experiences to others' with the knowledge that they wouldn't then be posted online and the affirmation by a lawyer that the policy was within free speech rights.
- The policies were discussed and edited by the Administrative Council and the Quaker Life Council to ensure that they were accepting of the opportunity for staff to challenge governance and for any additional thoughts they had.
- This policy would be impossible without strong grievance and whistle blower policies which can prevent leadership from censoring staff without their having recourse.
- The invitation to edit the policies together only went to the staff that are regular staff, in the office. It did not go to casual staff or hourly staff that don't work in the office. At that time there was no clear communication route to the youth staff (the facilitators and

assistants who work with children, middle schoolers and high schoolers) had decided not to be included on the staff email distribution list and they were not included. Since then the Youth Engagement Coordinator has come on board and serves as the communication liaison with the youth staff.

- In the spring I was asked at an Administrative Council meeting if all staff knew that the new grievance policy was in place. I believed that everyone did know and when I asked casually I found that each person I spoke to did know. To be certain, I asked our HR consultant to send the policies out to all staff and ask them to acknowledge that they had received them.
- At that point we learned that the youth staff did not know about them and one person raised concerns. After two rounds of emails I suggested that we meet in person to speak.

**April 21, 2018 QLC Minutes**

**Present:** Ayesha Imani, Amy Brooks, Bryn Hammarstrom, Kri Burkander , Gray Goodman, George Rubin, Cathleen Marion, Anthony Stover, Olivia Brangan, Jim Herr (electronic).

**Ex-Officio:** Christie Duncan-Tessmer, Wade Wright (Sessions Planning), Zachary Dutton.

**Regrets: :** Kate Bregman, Melanie Douty-Snipes, Karen Winner, Andrew Anderson (attended Administrative Council meeting)

Members gathered and worshipped with the two other Councils. A report was given by the General Secretary. Councils broke into their individual meetings. Interim Clerk Amy Taylor Brooks welcomed everyone and QLC members began with worship.

**Continuing Sessions Debrief:**

**Youth Programs:** Kri Burkander received little feedback since the presentation of the Youth Program Sprint's proposal. Kri will work with Melinda Wenner Bradley and the Youth Program Staff on the ideas in the document. She will report back in May.

**Minute of Concern:** The process was shared at Continuing Sessions and posted on the website and communicated to monthly and quarterly meeting clerks.

**State of Meeting Report Process:** 20 reports have been received. A letter went to clerks inviting monthly meetings to send reports. QLC Members will address how to use the reports at the May Meeting.

Members APPROVED having Associate Secretary Zachary Dutton create a QLC Google Drive Folder for sharing relevant QLC documents. Inside the folder will be a Google document for members to reflect about March Continuing Sessions. Members thanked Zachary.

**Program Committee: Applications:** Clerk Jim Herr reported that the Undoing Racism Group has applied for a grant of \$10,000.00 from QLC funds for two retreats in the present fiscal year.

Quaker Life Council was not prepared to approve the application at this time. Quaker Life Council wishes to first explore together with the Undoing Racism Group a way for URG to strengthen their relationship with the Yearly Meeting.

We recognize that not approving this funding request at this time essentially means denying their application for funding. However, because we do support the work of the Undoing Racism Group, QLC member Bryn Hammarstrom will contact Cliessa Nagle and Carol Walz to explore other funding sources that URG might apply and will report back to the QLC interim clerk and the clerk of Program Committee.

Program Committee had expressed to URG that they wanted more information and are awaiting their response. QLC members Amy Brooks, Anthony Stover, Kri Burkander, Ayesha Imani, Jim

Herr, and Bryn Hammarstrom volunteered to receive any communications from Undoing Racism Group with loving care and move forward any conversations on behalf of QLC between now and the May QLC meeting.

Interim Clerk Amy Taylor Brooks will reach out to the clerks of Undoing Racism Group to share the QLC funding decision and our interest in meeting with them to begin a conversation.

**Query: How can PYM Friends support each other and be accountable to each other?**

**Discernment Team Debrief:** Amy Taylor Brooks asked members to read the Discernment Team report, particularly the lessons learned, next steps and queries and be ready to discuss it at the May meeting.

**Annual Sessions Planning:** Interim Clerk Amy Taylor Brooks invited QLC members who wished to serve on the Annual Sessions Planning Committee to contact Wade Wright, Clerk of Sessions Planning, and Gray Goodman, clerk QLC Governance Committee.

Members ended the meeting with worship.

Respectfully submitted,

Gray Goodman, Recording Clerk

**May 18, 2018 QLC Minutes**

**Present:**, Amy Brooks, Bryn Hammarstrom, Kri Burkander , Gray Goodman, , Cathleen Marion, Anthony Stover, , Jim Herr, Kate Bregman, , Karen Winner (electronic),

**Ex-Officio:** Christie Duncan-Tessmer, Zachary Dutton.

**Regrets:** : Olivia Brangan, George Rubin, Melanie Douty-Snipes, Andrew Anderson, Wade Wright (Sessions Planning), Ayesha Imani

**Agenda for May 19 QLC Meeting 10:00 @ Arch Street**

10:00 - Joint Councils Meeting

11:00- QLC

1. Welcome and Worship-
2. Catering Policy Feedback (report attachment)
3. State of Meeting Follow Up - Amy Brooks
4. URG Request and Contact: Update- Amy Brooks
5. Greene Street Meeting Minute of Concern (Attachment)- Amy Brooks

Interim Clerk Amy Taylor Brooks welcomed Amy Kietzman and Tom Hoopes, alternate clerks of PYM, to the QLC meeting.

**Catering Policy Feedback:** Friends suggested in section 3 having the General Secretary consult the QLC Program Committee when there has to be an exception.

3. There may be situations that are outside the parameters above. In those cases, the General Secretary shall have the authority to approve a PYM paid meal **in consultation with the QLC Program Committee** and identify funding for it.

Members lifted up the spiritual importance of eating together as an opportunity for deeper fellowship and community-building.

**Members asked Program Committee to consider the PYM policy comments and report back to the Council about what to give to the Finance Committee.**

**State of the Meeting Reports:** 57 reports have come in. QLC is responsible for examining the reports and considering what information needs to be shared with Friends at Annual Sessions.

**Kri Burkander, Anthony Stover, Cathleen Marion, Gray Goodman will analyze the reports. The group will examine how the reports may guide QLC in planning for the coming year.**

Clerk Amy Brooks asked members to help her compose a report of QLC activities to Annual Sessions.

**Amy will send guiding queries to QLC members. Members who wish to help Amy should contact her.**

**URG:** Amy discussed with Gabreel James QLC's decision regarding URG's request for funding. QLC remains committed to meeting with URG when they are ready.

**Faith and Practice:** The bound edition is on target to be available for Friends by Annual Sessions. The entire edition is available on-line. Each monthly meeting was provided with a bound copy.

**Youth Programs:** Kri has gotten feedback from Youth Programs staff and the Young Friends business meeting on the proposed mission, vision, and governance structure for youth programs.

Kri will present the revised document to QLC in June for approval to forward to the body at Annual Sessions for consideration.

QLC wishes that time be set aside at the Annual Sessions to consider and approve the mission and vision statements.

Friends give general approval of the minutes and will look at the April and May minutes for final approval in June.

Respectfully Submitted,

Gray Goodman, Recording Clerk