

**333<sup>rd</sup> Annual Sessions**  
**Philadelphia Yearly Meeting**  
**Held at Muhlenberg College, Allentown, PA**  
**Thursday, July 25, 2013 - Morning Session**

The 2013 Annual Sessions of Philadelphia Yearly Meeting of the Religious Society of Friends convened Thursday morning, July 25, 2013 at 9:30 in the Seegers Union Building of Muhlenberg College, Allentown, PA. The announced theme of our 2013 Sessions is "Gathering Together Our Past, Our Presence, and Our Future."

1. At the appointed hour, we settled into worship. Then, at about 9:45, Clerk, Jada Jackson (Trenton MM, Burlington Meeting House Worship Group), greeted us. Others at the table introduced themselves: Alternate Clerks Steve Olshevski (Radnor MM), and Sallie Jones (Birmingham MM), Recording Clerk Jim Herr (Lancaster MM), Assistant Recording Clerk, Jane Keller (Pennsdale MM), and General Secretary Arthur Larrabee (Central Philadelphia MM). Becky Tallarico was our speech-to-text provider.

Friends from other Yearly Meetings included Barry Crossno, Dallas Meeting, General Secretary of Friends General Conference; the new directors of Quaker House, Lynn and Steve Newsom, Fayetteville, NC.

Standing Committee clerks stood and were recognized.

2. Martha Bryans (Uwchlan MM) came to us as clerk of the *Faith and Practice* Revision committee (*Faith and Practice Revision Group Report attached*). They have made a great deal of progress, and hope to provide us with a preliminary reading in 2014. Ann Yasuhara (Princeton MM) explained that a group of wise Friends is examining the quotations in the current *Faith and Practice*, and deciding on which to include, others to add, and ways to organize the lot. Joan Broadfield (Chester MM) is head of the seasoning subcommittee to consider the drafts before they are presented. Howard Cell (Germantown MM) and Annette Benert (Lehigh Valley MM) led us to consider, using queries in small groups, the draft of the revised monthly meeting checklist. When the group discussion ended, a Friend, talking about challenges in his Monthly Meeting, said they found the checklist in *Faith and Practice* to be helpful—though the Meeting needed still more help. Other Friends noted they have not been aware of the checklist, but this looks very helpful. A Friend talked about the current practice of reporting activities within Meetings to their Quarters. A Friend suggested the list for consideration is overly focused on material matters such as finance and property rather than the life of the Spirit in the Meeting. A Friend asked us to use a practice of reporting to maintain accountability. Martha expressed regret that the *Faith and Practice* revision committee has not yet been able to provide more than fragments of their work. Clerk reminded us that, using email, this process could continue to be a dialog.

3. We then considered the job description of the General Secretary of Philadelphia Yearly Meeting (*Position Description General Secretary of PYM attached*), which was read to us by Steve Olshevski. After a period of open worship, Clerk told us this

description was revised in 2005, and she urged us to think about where we need to be in the future. Comments were carefully recorded and will be forwarded to the search committee.

4. Clerk asked us to stand, and then asked us to express our great excitement that we will now consider our budget. Andrew Anderson (MM Friends of Philadelphia), clerk of Financial Stewardship, told us there are two types of people—those who want to run screaming from the room when numbers are discussed and those who want to dig deeper and unpack more. For the latter, there will be a breakout session later in this afternoon. For the former, Andrew pledged to keep things brief. The preliminary point is that there will be a change of fiscal year, which has led to the presentation of two budgets—a year budget and then a three-month budget, which will take us up to the beginning of the new fiscal year. We have worked very hard to have resources available as we seek a new direction, with the guidance of our long-range planning committee, without the overwhelming feeling of scarcity under which we have been laboring for so long. He explained that, though the figures for the short, three-month fiscal year look gloomy, they really are not in the long term. In response to a question from the Clerk, Andrew told us that there is a deep conversation going on concerning the Burlington Meeting House, and there is great hope and conviction that this will soon be free standing and not require a line item in the PYM budget. Andrew spoke to the depreciation figures. He then urged those with concerns and questions to come to the breakout session at 1:30 today, to help with the final budget presentation. *(FY 2014 Proposed Budget and Notes attached.)*

5. Clerk urged us, as we moved to a report by Ken Park (Providence MM) of Sessions Planning Work Group, to realize the outcome of our decision is not as important as the way we arrive at the decision. We must know that a slow decision may be part of our process, but it may also represent fear to make a decision. Ken then gave a brief overview of the Working Group's process and read their minute, which will be considered on Saturday. There were questions about using more of the Arch Street Meeting House last summer, and questions about data for the current year. *(Report from the Sessions Planning Working Group attached.)*

6. Paula Cell presented a report from the Nominating Committee *(Nominating Committee Report attached)*. Appointments were approved. We accepted, with gratitude for their service, the Friends who resigned. We accepted Sallie Jones continuing in her role as Alternate Clerk for one year, or until an interim person has been found. We also expressed gratitude for the elders who resigned and to several Friends who completed their terms. Victoria Green (Green Street MM) was proposed as an additional representative to the FGC Central Committee. With this addition, names were approved for members of external organizations. Paula then discussed the formulation of the search committee for the General Secretary, with every attempt made to create a very well-rounded group including those who have been through this before and young adult friends. A friend urged the inclusion of another young adult friend, to allow the younger people enough confidence to speak their minds. Because there was some question, Clerk held decision on this until after lunch.

7. At this point, all the young people joined us. Stacy Shanno (Springfield MM), who worked with the children up to third grade, presented a felt tree scroll they had created and asked us to work with the tree after we left the meeting. Rich Shiffer (Swarthmore MM) told us the third-fifth graders were also comparing the life of Quakers to the life of a tree. We then heard from the Middle School Friends and Young Friends. And after hearing these reports, Jada gave a brief report of what the adults did this morning.

We adjourned, intending to meet at 4:00 this afternoon.

Jim Herr, Recording Clerk

Jane Keller, Assistant Recording Clerk

Faith and Practice Revision Group  
2013 Annual Sessions  
**Report to Philadelphia Yearly Meeting**

The Faith and Practice Revision Group, appointed by the yearly meeting in 2009, has been meeting regularly. Our charge is to make revisions in *Faith and Practice* specifically to reflect the new governance structure and practices – and to bring the book “up to date.” Even as we have been working, the structure and practices of the yearly meeting are changing. We continue to review the text of our current book of *Faith and Practice* with careful attention and to immerse ourselves in the meaning and Spirit of this important source of information and inspiration.

Our group now consists of five Friends:

Annette Benert (Lehigh Valley MM, Bucks QM)  
Joan Broadfield (Chester MM, Chester QM)  
Martha Bryans (Uwchlan MM, Caln QM)  
Howard Cell (Germantown MM, Philadelphia QM)  
Ann Yasuhara (Princeton MM, Burlington QM)

In 2012-13, we identified two groups of Friends, one advising us on the “Extracts from the Writings of Friends” section and another reading and commenting on draft sections of text. The extract group is hard at work while we have just begun to engage the readers. This feedback is an important step in preparing the revised text for consideration at a future annual or called session of Philadelphia Yearly Meeting.

Today, as for the past three years at Annual Sessions, we invite you to share reactions and insights to a particular section of text: the “Meeting Checklist.” In addition to today’s session, the Meeting Checklist will be sent to monthly meetings via clerks, inviting your suggestions and feedback.

The process for revision of *Faith and Practice* is clearly defined in the 2002 edition: “Any proposed revisions should be widely circulated and discussed prior to formal acceptance and publication by the yearly meeting. To assure full opportunity for responsible consideration by the membership, all changes in *Faith and Practice* laid before the yearly meeting in annual session for preliminary reading may not be finally accepted until a year later.”

We intend to have a substantial portion of the book ready for preliminary reading during 2014. The Faith and Practice Revision Group will work with the PYM Clerks and General Secretary to develop the best way to accomplish this task.

In gratitude for this opportunity to work on behalf of our yearly meeting.

Martha B. Bryans, Clerk

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## **A Tool for Meeting Self-Assessment: The Monthly Meeting Checklist**

The Faith and Practice Revision Group plans to include in the next edition of our book of discipline suggestions regarding possible uses of this book. For instance, *Faith and Practice* can be used as a resource to help resolve procedural issues, or as a means of informing new members about the basics of Quaker faith and practices. One of the potentially useful sections of *Faith and Practice* is the Monthly Meeting Checklist (pp. 189-191 in the 2002 edition). This checklist is derived from what were previously known as “supplementary queries.” It is a list of questions relating to such things as the records, finances, property and committee structure that can assist a meeting in evaluating whether it is managing these things appropriately. The Monthly Meeting Checklist continues the Friends’ tradition of using queries to test or explore how the meeting community fulfills its responsibilities.

A draft revision of this checklist is reproduced below. Following Yearly Meeting sessions, the checklist and specific questions will be sent to all monthly meetings via clerks for feedback and suggestions. Today, we invite the assembly to reflect on current practices of meeting self-assessment.

- Have you used the current Checklist for Monthly Meetings (on pp. 189-191 of *Faith and Practice*) for a self-assessment of your meeting? If so have you found it helpful?
- If your meeting has not used the checklist, do you have another way of periodic self-assessment?
- Currently, the meeting checklist is used solely by the monthly meeting. In past years, similar reports were shared with the quarterly meeting which then consolidated the information in a quarter report to yearly meeting. Is there some way to use the Meeting Checklist self-assessment beyond the monthly meeting?

### **Draft Revised Monthly Meeting Checklist**

Friends have a tradition of using queries to test or explore how the meeting community fulfills its responsibilities. This checklist derives from what were known as supplementary queries.

#### State of the Meeting:

1. Does the meeting engage in regular self-assessment and reflection? Does it prepare an annual state of the Meeting Report?
2. Is the meeting able to manage its problems and challenges with its own resources? If not, has it considered calling on the quarterly or yearly meeting for assistance?
3. Are mechanisms for succession of leadership available and used? Do these mechanisms encourage the nurturing of new leaders?
4. Is the work of the meeting equitably and broadly shared?

5. Does the meeting pay attention to outreach and care of visitors?
6. Does the meeting provide religious education for all ages?
7. Does the meeting seek expert advice, when needed, in areas of finance and accounting, labor and employment practices, and property and real estate?

The Work of the Meeting:

1. Does the meeting regularly review and assess its current needs and develop procedures and committees to address those needs?
2. Do the meeting's committees have clearly defined responsibilities?
3. Do the committees function in ways that fulfill these responsibilities?
4. Do committees report regularly to the meeting?
5. Is there broad representation of the meeting members and attenders in the work of meeting committees?

Investments:

1. Does the meeting employ the services of an investment group or firm such as Friends Fiduciary Corporation?
2. Are endowments and working capital invested in a fiscally and socially responsible way?
3. Does the meeting regularly review and monitor its investment principles and performance?
4. Is the income from restricted gifts and endowments put to the uses specified by the donor?

Property and Employees:

1. Is title to real property:
  - Held by the meeting as a permanent corporate body, as recommended by the yearly meeting?
  - Held by the Friends Fiduciary Corporation (and if so, is the meeting aware of the potential inconveniences of this arrangement)?
  - Held by individual trustees of an unincorporated body (and if so, are the trustees all living and competent to serve)?
2. Does the meeting participate in the Friends Insurance Group's Master Policy or otherwise carry adequate insurance to cover loss, replacement and liability?
3. Is real property managed with care for the integrity of the natural world?
4. Are the meeting's burial grounds simple in style and carefully maintained, with accurate records that are up-to-date and accessible?
5. Are the meeting's policies for hiring and dismissal of employees consonant with Friends' principles? Do employees receive caring oversight and equitable compensation and benefits?

Finance and Budget:

1. Does the meeting have a long-term financial plan that incorporates a consideration of some or all of the following:
  - Increasing endowment through bequests and planned giving?

- Increasing current support through fundraising and growth of membership?
  - Utilizing multi-year budgeting?
  - Developing multi-year schedules for the repair, maintenance and renovation of meeting buildings and grounds?
2. Does the meeting approve a budget each year?
  3. Does the treasurer report to the meeting each year on the prior year's income and expenses and the meeting's balance sheet?
  4. Does the meeting seek the financial support of all its members? Does it make clear the expectation that each member will contribute as able?
  5. Does the meeting have a process for extending financial support to members experiencing hard circumstances or suffering as a result of witness to Friends testimonies?
  6. Does the meeting's budget include resources to support and give witness to Friends testimonies in the local community and the world?
  7. Are the meeting's patterns of spending and consumption socially and environmentally responsible?
  8. Are routine operating funds financed by living members and attenders?
  9. Does the meeting (including any institutions under its care) keep clear and accurate financial records? Are those accounts regularly audited by the meeting, by its appointed trustees or by an independent outside auditor, as appropriate?
  10. Do the meeting's treasurer and finance committee observe generally accepted accounting practices and standards in handling the meeting's finances?

Records:

1. Are official membership records maintained? Is a member of the meeting assigned this responsibility? Are the membership statistics presented to the monthly and yearly meetings annually?
2. Are informal records of members and attenders maintained in order to communicate with and build the meeting community?
3. If the meeting is incorporated, are its records maintained and its corporate procedures conducted in accordance with good practice and legal requirements?
4. Are minutes of the monthly meeting and of significant meeting committees accurately and neatly kept on acid-free paper and taken in a timely manner to the Philadelphia Yearly Meeting archives at Haverford or Swarthmore College?

Prepared by the Faith and Practice Revision Group  
July 2013

Comments welcome: Email Contact: [fnp.pym@gmail.com](mailto:fnp.pym@gmail.com)

## Position Description

### General Secretary of Philadelphia Yearly Meeting

#### **Position Summary:**

The General Secretary is the chief administrator of Philadelphia Yearly Meeting (PYM). With Divine guidance he or she is responsible for executive leadership and oversight of all staff operations, and for the support and integration of all PYM projects, services, and activities. The General Secretary is expected to contribute positively to the growth of the vitality and effectiveness of the Yearly Meeting as a whole.

The General Secretary reports to Interim Meeting of Philadelphia Yearly Meeting and shall be accountable to it for the satisfactory discharge of his or her responsibilities.

#### **General Areas of Responsibility:**

1. Help PYM discern and articulate a coherent set of goals and programs consistent with its purpose.
2. Work with staff and committees to develop and maintain a spirit of collegiality and collaboration that supports the vision and priorities of PYM.
3. Oversee, coordinate and support the work of Yearly Meeting Staff. This includes helping to set and clarify priorities for the work of the staff as a whole; monitoring alignment of the staff structure and positions with the work to be done; and providing guidance and encouragement to the staff.
4. Take the lead in developing and maintaining effective communication with and support for Monthly and Quarterly Meetings, their members and attendees.
5. Give leadership and active support to the Yearly Meeting's efforts to raise resources, both money and people, to fulfill its priorities and to support the long-term growth and stability of the Yearly Meeting.
6. Collaborate with clerks of Interim Meeting and Yearly Meeting to assure appropriate Yearly Meeting participation in public venues. This includes interpreting the Yearly Meeting's work and vision and representing Quaker beliefs and testimonies to a variety of publics.

#### **Key Responsibilities:**

##### **Personnel Administration and Supervision**

1. Hold ultimate responsibility for the supervision and evaluation of all PYM staff with particular responsibility for those with whom he or she has a direct reporting relationship.
2. Hire, promote, reassign, and terminate PYM employees. Organize the staffing structure as necessary to support the Yearly Meeting's priorities.
3. Interpret personnel policies and procedures and assure their appropriate implementation.

##### **Communication and Interpretation**

4. Learn of and attend to the concerns of both Monthly and Quarterly Meetings through regular communications with these groups. This will involve visiting and consulting with meetings and people who play key roles in helping the Yearly Meeting to do its work.
5. Interpret and explain PYM programs and how they relate to and support Monthly and Quarterly Meetings.

##### **Development**

6. Collaborate in the formation of development strategy and annual fund goals.
7. Participate in direct solicitation of financial resources.

8. Maintain a general working knowledge of Yearly Meeting projects, services and activities in order to explain and interpret them to members of the Yearly Meeting in eliciting their financial support.

**Fiscal and Property Management**

9. Participate in the budget creation process and take responsibility for its faithful administration.
10. Assure the appropriate management and use of PYM's other financial and real assets.

**Organizational Support**

11. Attend and participate in Yearly Meeting sessions and Interim Meeting and support their clerks in setting the agendas.
12. Support the successful planning and implementation of sessions of Yearly Meeting.
13. Assure necessary and reasonable ongoing support for the clerks of PYM and IM.
14. Provide leadership and direction for large PYM projects in collaboration with the committee or group responsible for the project.
15. Coordinate and integrate the work of PYM projects both within the Yearly Meeting and in the context of the work of other Friends organizations.
16. Attend meetings of Advisory Committee, Yearly Meeting Sessions Planning Group, and Staff and participate in meetings of other committees as appropriate.
17. Perform such other duties as Yearly Meeting and Interim Meeting shall direct.

**Qualifications:**

1. Membership in, familiarity with, and involvement in the Religious Society of Friends, including active participation in a Monthly Meeting.
2. General level of education and experience appropriate to the position of General Secretary.
3. Demonstrated organizational leadership experience.
4. Administrative experience in a business or non-profit organization, with some background in personnel administration and resource development.
5. Experience with budgets and financial statements.

**Personal Characteristics – a person who is:**

- a deep listener;
- an excellent communicator and interpreter;
- a consultative leader;
- someone with warmth and an ability to laugh;
- of strong personal spiritual grounding;
- of high standards for personal ethics;
- of high Quaker energy;
- able to be both problem solver and visionary and maintain a balance between the two;
- able to work comfortably within the consultative framework of Friends' decision-making processes;
- able to articulate Friends faith and practice.

**Location:** 1515 Cherry Street, Philadelphia, PA

*Approved by Interim Meeting 09/28/2006*

**FY 2014 Proposed Budget  
Unrestricted (General) Funds**

Annual Sessions 2013

	FY 2013 Approved Budget	FY 2013 Projected Outcome	FY2014 Proposed Budget	Dollar Variance Budget FY 2014 to Budget FY 2013 to Budget FY 2014	Percent Variance Budget FY 2013 to Budget FY 2014
<b>INCOME AND FUNDS AVAILABLE</b>					
1 Support from Meetings	1,250,000	1,236,936	1,250,000	0	0.0%
2 Gifts of Support	20,000	18,693	28,400	8,400	42.0%
3 Annual Fund	450,000	451,041	450,000	0	0.0%
4 Contributions Income	1,720,000	1,706,670	1,728,400	8,400	0.5%
5 Investment Income	645,000	695,488	711,179	66,179	10.3%
6 Event and Service Fees	489,000	494,036	477,662	-11,338	-2.3%
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>2,854,000</b>	<b>2,896,194</b>	<b>2,917,241</b>	<b>63,241</b>	<b>2.2%</b>
<b>EXPENSES</b>					
8 Staff Expenses	1,509,736	1,454,216	1,581,400	71,664	4.7%
9 Volunteer Expenses	25,000	17,853	27,500	2,500	10.0%
10 Contributions to Others	24,200	27,525	34,200	10,000	41.3%
11 Event and Program	321,564	195,070	267,617	-53,947	-16.8%
12 Professional and Service Fees	70,400	76,434	79,700	9,300	13.2%
13 Printing and Postage	60,155	61,752	63,458	3,303	5.5%
14 Rent and Utilities	349,000	306,515	291,900	-57,100	-16.4%
15 Computer and Office Support	97,000	86,275	85,600	-11,400	-11.8%
16 Insurance and Maintenance	98,500	97,731	103,200	4,700	4.8%
17 Fixed Asset Depreciation	140,000	176,288	181,382	41,382	29.6%
18 <b>TOTAL EXPENSES</b>	<b>2,695,555</b>	<b>2,499,659</b>	<b>2,715,957</b>	<b>20,402</b>	<b>0.8%</b>
19 <b>NET INCOME ACCRUAL</b>	<b>158,445</b>	<b>396,535</b>	<b>201,284</b>	<b>42,839</b>	<b>27.0%</b>
20 General Secretary Transition	0	0	50,000	-50,000	NMF
21 Contingent Expense to close Burlington	21,245	0	0	21,245	NMF
22 <b>NET FUNDS AVAILABLE</b>	<b>137,200</b>	<b>396,535</b>	<b>151,284</b>	<b>14,084</b>	<b>10.3%</b>
<b>CASH ADJUSTMENTS</b>					
23 Bequest Committee Funds	34,800	34,800	39,000	4,200	12.1%
24 Reverse Depreciation	140,000	176,288	181,382	41,382	29.6%
25 Capital Reserve Investment	-140,000	-140,000	-140,000	0	0.0%
26 <b>NET FUNDS AVAILABLE</b>	<b>172,000</b>	<b>467,623</b>	<b>231,666</b>	<b>59,666</b>	<b>34.7%</b>
27 Uncertainty Reserve	172,000	172,000	172,000	0	0.0%
28 <b>NET FUNDS AFTER UNCERTAINTY RESERVE</b>	<b>0</b>	<b>295,623</b>	<b>59,666</b>	<b>59,666</b>	<b>NMF</b>
29 No. Full-time Equivalent Employees (FTEs)	19.8	19.8	20.3	0.50	2.5%
30 Average Total Expense per Month	224,630	208,305	226,330	1,700	0.8%

2014 Three (3) Year Budgets  
Unrestricted (General) Funds

Annual Sessions 2013

	FY 2013 June 30 Projected Outcome	FY 2014 June 30 Proposed Budget	September 30 Budget FY 2015	September 30 Budget FY 2016
<b>INCOME AND FUNDS AVAILABLE</b>				
1 Support from Meetings	1,236,936	1,250,000	1,250,000	1,250,000
2 Gifts of Support	18,693	28,400	28,400	28,400
3 Annual Fund	451,041	450,000	450,000	450,000
4 Contributions Income	1,706,670	1,728,400	1,728,400	1,728,400
5 Investment Income	695,488	711,179	711,180	711,180
6 Event and Service Fees	494,036	477,662	482,439	487,745
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>2,896,194</b>	<b>2,917,241</b>	<b>2,922,019</b>	<b>2,927,325</b>
<b>EXPENSES</b>				
8 Staff Expenses	1,454,216	1,581,400	1,608,547	1,636,972
9 Volunteer Expenses	17,853	27,500	28,325	29,175
10 Contributions to Others	27,525	34,200	34,200	34,200
11 Event and Program	195,070	267,617	275,646	283,915
12 Professional and Service Fees	76,434	79,700	82,091	84,554
13 Printing and Postage	61,752	63,458	65,362	67,323
14 Rent and Utilities	306,515	291,900	271,817	279,972
15 Computer and Office Support	86,275	85,600	88,168	90,813
16 Insurance and Maintenance	97,731	103,200	91,876	94,632
17 Fixed Asset Depreciation	176,288	181,382	108,415	108,415
18 <b>TOTAL EXPENSES</b>	<b>2,499,659</b>	<b>2,715,957</b>	<b>2,654,446</b>	<b>2,709,970</b>
19 <b>NET INCOME ACCRUAL</b>	<b>396,535</b>	<b>201,284</b>	<b>267,572</b>	<b>217,356</b>
20 General Secretary Transition	0	50,000	0	0
21 <b>NET INCOME ACCRUAL</b>	<b>396,535</b>	<b>151,284</b>	<b>267,572</b>	<b>217,356</b>
<b>CASH ADJUSTMENTS</b>				
22 Bequest Committee Funds	34,800	39,000	39,000	39,000
23 Reverse Depreciation	176,288	181,382	108,415	108,415
24 Capital Reserve Investment	-140,000	-140,000	-140,000	-140,000
25 <b>NET FUNDS AVAILABLE</b>	<b>467,623</b>	<b>231,666</b>	<b>274,987</b>	<b>224,771</b>
26 Uncertainty Reserve	172,000	172,000	172,000	172,000
27 <b>NET FUNDS AFTER UNCERTAINTY RESERVE</b>	<b>295,623</b>	<b>59,666</b>	<b>102,987</b>	<b>52,771</b>
28 Average Total Expense per Month	208,305	226,330	221,204	225,831
29 No. Full-time Equivalent Employees (FTEs)	19.8	20.3	20.3	20.3

Proposed Budget  
Unrestricted (General) Funds

	FY 2013 July/Aug/Sept Actual	FY 2014 July/Aug/Sept 2013 Proposed Budget	FY 2014 Short Year July/Aug/Sept 2014 Proposed Budget	Notes/Comments
<b>INCOME AND FUNDS AVAILABLE</b>				
1 Support from Meetings	57,608	58,000	58,000	
2 Gifts of Support	2,826	3,100	3,100	
3 Annual Fund	11,861	12,000	12,000	
4 Contributions Income	72,295	73,100	73,100	Contributions income expected similar across all three periods
5 Investment Income	95,462	75,000	75,000	Higher in September 2012 because of an additional 3rd party trust distribution
6 Event and Service Fees	58,938	91,400	91,400	Lower in July 2012 because of non-residential Annual Sessions in Philadelphia
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>226,695</b>	<b>239,500</b>	<b>239,500</b>	<b>September is a low-income quarter, accounting for about 10% of annual income</b>
<b>EXPENSES</b>				
8 Staff Expenses	363,011	383,089	393,975	
9 Volunteer Expenses	2,510	2,100	2,100	
10 Contributions to Others	19,700	18,250	18,250	Annual gifts to outside organizations like FGC, AFSC, etc.
11 Event and Program	48,593	134,000	134,000	Lower in July 2012 because of non-residential Annual Sessions in Philadelphia
12 Professional and Service Fees	18,914	19,000	19,000	One-time expenses for change to new fiscal year are shown below
13 Printing and Postage	8,022	6,900	6,900	
14 Rent and Utilities	72,621	69,700	61,700	No general funds for Burlington MH after June 30, 2014
15 Computer and Office Support	21,992	21,125	21,125	
16 Insurance and Maintenance	26,855	28,300	19,300	No general funds for Burlington MH after June 30, 2014
17 Fixed Asset Depreciation	44,057	45,345	28,345	No depreciation expense for Burlington MH after June 30, 2014
18 <b>TOTAL EXPENSES</b>	<b>626,275</b>	<b>727,809</b>	<b>704,695</b>	<b>September quarter expenses account for approximately 25% of annual expenses</b>
19 <b>NET INCOME ACCRUAL</b>	<b>-399,580</b>	<b>-488,309</b>	<b>-465,195</b>	Shortfall before one-time expenses and cash adjustments
20 General Secretary Transition	0	0	25,000	Potential one-time transition expenses budgeted for summer of 2014
21 Audit, Software, Accounting expense	0	0	32,610	Potential one-time expenses for change to new fiscal year budgeted for summer of 2014
22 <b>NET INCOME ACCRUAL</b>	<b>-399,580</b>	<b>-488,309</b>	<b>-522,805</b>	
23 <b>CASH ADJUSTMENTS</b>				
24 Bequest Committee Funds	0	0	0	
25 Reverse Depreciation	-44,057	-45,345	-28,345	
26 Capital Reserve Investment	0	0	0	
27 <b>NET FUNDS AVAILABLE</b>	<b>-355,523</b>	<b>-442,964</b>	<b>-436,850</b>	September quarter shortfall is managed with surplus cash from high-income June quarter
28 Average Total Expense per Month	208,758	242,603	234,898	
29 No. Full-time Equivalent Employees (FTEs)	19.8	20.3	20.3	One-half position to be added to business office in early FY 2014



General Unrestricted Funds by Standing Committee										
Budget FY 2014	Education	General Services	Peace and Concerns	Support and Outreach	Worship and Care	Arch Street	Interim Meeting	Burlington	General Operations	Unrestricted Funds
INCOME AND FUNDS AVAILABLE										
Support from Meetings										
Gifts of Support				400		8,000				1,250,000
Annual Fund									20,000	28,400
Investment Income		158							450,000	450,000
Event Fees & Service Fees	32,400	70,392		5,000	9,000	78,000			711,021	711,179
General Fund Allocation	24,350	131,700	12,000	78,500	9,275	142,406	51,500	114,967	-564,698	0
TOTAL FUNDS AVAILABLE	56,750	202,250	12,000	83,900	18,275	228,406	51,500	114,967	2,149,193	2,917,241

[illegible]

Restricted Funds by Standing Committee									
Budget FY 2014	Education	General Services	Peace and Concerns	Support and Outreach	Worship and Care	Arch Street	Interim Meeting	Burlington	Restricted Funds
<b>INCOME AND FUNDS AVAILABLE</b>									
Prior Year Unused Income	261,224	71,200	18,000	58,000	339,674		58,000		806,098
Gifts of Support					113,302				113,302
Annual Fund									
Investment Income	163,621	87,401	33,090	21,213	587,074			27,870	920,269
Event Fees & Service Fees	30,000				77,532				107,532
Transfers		3,500			-3,500				0
<b>TOTAL INCOME</b>	<b>454,845</b>	<b>162,101</b>	<b>51,090</b>	<b>79,213</b>	<b>1,114,082</b>	<b>0</b>	<b>58,000</b>	<b>27,870</b>	<b>1,947,201</b>

<b>EXPENSES</b>									
Staff Expenses					65,226				65,226
Volunteer expenses	200				1,900				2,100
Contributions to Others	139,000	84,197	18,457	29,344	551,738		10,000		832,736
Event and Program Expense	41,349	6,597	14,000	4,985	148,093		2,500		217,524
Professional & Service Fees									0
Printing and Postage					3,000				3,000
Rent & Utilities									0
Computer and Office Support					5,600				5,600
Insurance and Maintenance								27,870	27,870
Fixed Asset Depreciation									0
<b>TOTAL EXPENSES</b>	<b>180,549</b>	<b>90,794</b>	<b>32,457</b>	<b>34,329</b>	<b>775,557</b>	<b>0</b>	<b>12,500</b>	<b>27,870</b>	<b>1,154,056</b>
<b>INCOME LESS EXPENSES</b>	<b>274,296</b>	<b>71,307</b>	<b>18,633</b>	<b>44,884</b>	<b>338,525</b>	<b>0</b>	<b>45,500</b>	<b>0</b>	<b>793,145</b>

*Philadelphia Yearly Meeting in Annual Sessions*  
**FY 2014 PROPOSED BUDGET**  
**General (Unrestricted) Funds**  
**2014 BUDGET NOTES BY LINE ITEM**

**INCOME AND FUNDS AVAILABLE**

**Line 1, Support from Meetings**

Support from Meetings in FY2013 was 98.5% of budget. Budget for FY2014 remains at \$1.25 million.

**Line 2, Gifts of Support**

Budgeted at \$28,400, the Gifts of Support number includes \$20,000 in hard-to-predict bequests, as well as another \$8,400 in visitor contributions and interpretation sales at Arch Street, which were formerly combined with Event and Service Fees. Arch Street contributions and sales are used to offset Arch Street expenses.

**Line 3, Annual Fund**

Budget for the Annual Fund remains at \$450,000.

**Line 4, Contributions Income**

Contributions Income represents approximately 60% of Total Funds Available in both FY 2014 and FY 2013.

**Line 5, Investment Income**

Unrestricted investment income flows into the General Fund. Investment Income is budgeted 10% higher, thanks to recent strong markets and Friends Fiduciary's reaching its target payout rate after a series of reductions. Investment Income represents approximately 24% of Total Funds Available.

**Line 6, Event and Service Fees**

Event and Service Fees represent approximately 16% of Total Funds Available. PYM generates fees from events and programs, from the use of buildings by outside groups and from an administrative fee applied to its restricted funds. Fee income is budgeted to decline 2.3% in FY 2014. The largest factor is PYM's decision not to charge program fees at Annual Sessions.

**Line 7, Total Funds Available**

PYM expects a 2.2% increase in Total Funds Available in FY 2014.

## **FY 2014 BUDGET NOTES BY LINE ITEM, Page 2**

### **EXPENSES**

#### **Line 8, Staff Expenses**

Staff expenses include salary, benefits, taxes, pension costs, staff travel and training. The FY 2014 budget reflects a 2% cost of living increase, an additional one-half staff person in the PYM business office, and the probability of higher health insurance premiums in calendar 2014.

#### **Line 9, Volunteer Expenses**

Volunteer expenses ran lower than expected in FY 2013. FY 2014 is budgeted at a more normal level.

#### **Line 10, Contributions to Others**

This represents contributions made to outside organizations with general funds.

#### **Line 11, Event and Program**

These costs relate to PYM programs and events, such as Annual Sessions, Thread Gatherings and workshops. They cover, for example, speaker and workshop leader fees, speech-to-text, program materials, buses, etc. The category also includes publications such as *PYM Today*.

#### **Line 12, Professional and Service Fees**

The largest expense here is PYM's annual audit. The line also includes fees for payroll services, bank services, credit card processing and legal work. In January 2013, Interim Meeting approved the use of a new consultant to support the Long Range Planning Group. That cost has been split between FY 2013 and FY 2014.

#### **Line 13, Printing and Postage**

Costs are budgeted higher, in line with the projected outcome for FY 2013. Taking a longer view, costs have been relatively flat, thanks to greater use of electronic communications.

#### **Line 14, Rent and Utilities**

The FY 2014 budget anticipates a reduction in these expenses. PYM occupies less space in Friends Center today and the relinquished space was rented to other tenants. As approved by the May 2013 Interim Meeting, the category includes utilities for the Burlington Meeting House through June 30, 2014.

#### **Line 15, Computer and Office Support**

Includes PYM computer support provided by AFSC, annual computer licenses and routine accounting software support.

## **FY 2014 BUDGET NOTES BY LINE ITEM, Page 3**

### **Line 16, Insurance and Maintenance**

Includes property and liability insurance and maintenance contracts for cleaning, equipment and grounds. As approved by the May 2013 Interim Meeting, the category includes insurance and maintenance for the Burlington Meeting House through June 30, 2014.

### **Line 17, Fixed Asset Depreciation**

Calculated from depreciation schedules. As approved by the May 2013 Interim Meeting, the category includes depreciation for the Burlington Meeting House through June 30, 2014.

### **Line 18, Total Expenses**

PYM expects a less than 1% increase in Total Expenses in FY 2014.

### **Line 19, Net Income Accrual**

Net Income Accrual is income before any one-time expenses.

### **Line 20, General Secretary Transition**

An allowance for potential expenses pertaining to the search for a new General Secretary.

### **Line 21, Contingent Expense to Close Burlington**

A potential one-time expense for FY 2013 put into the budget before the Burlington Transition Committee was formed. These funds were not used.

### **Line 22, Net Funds Available**

PYM's Net Income before cash adjustments and reserves.

### **Line 23, Cash Adjustments**

Cash Adjustments cover cash items and transfers among funds on PYM's balance sheet. The items provide additional information regarding cash flow.

### **Line 24, Bequest Committee Funds**

Each year PYM liquidates 25% of the investments in the Bequest Pool and uses it for general purposes. In accounting terms, it is a cash transfer on PYM's balance sheet.

### **Line 25, Reverse Depreciation**

Fixed Income Depreciation in Line 17 is a non-cash expense. Here it is added back in to give a more complete cash flow picture.

### **Line 26, Capital Reserve Investment**

In FY 2013, PYM made a cash contribution of \$140,000 to the Capital Reserve Fund. Another contribution of the same amount is budgeted for FY 2014. Again, this included to provide additional information regarding cash flow.

## **FY 2014 BUDGET NOTES BY LINE ITEM, Page 4**

### **Line 27, Net Funds Available**

Net Funds Available represents net funds available before the Uncertainty Reserve.

### **Line 28, Uncertainty Reserve**

The Uncertainty Reserve of \$172,000 represents 10% of budgeted Contributions Income of \$1.72 million. The reserve "pre-funds" any potential shortfall in budgeted income. It is a form of insurance, protecting against the necessity of cutting expenses on short notice should income not meet expectations.

### **Line 29, Net Funds after Uncertainty Reserve**

In FY 2013, this number was budgeted at zero. The Projected Outcome indicates that none of the Uncertainty Reserve was used and that PYM may expect positive net funds of at least this amount.

## **Report from the Sessions Planning Work Group**

The Sessions Planning Work Group, under the auspices of the General Services Standing Committee, is in the process of planning the 2013 PYM Annual Sessions. This year's Sessions will be held at Muhlenberg College in Allentown, July 24- 28. The theme is ***Gathering Together Our Past, Our Presence, and Our Future***. We are very excited about our new residential setting for this year. The facilities will provide participants with new activities and endless opportunities for fellowship.

While doing our planning, the work group has also come under the weight of the charges given to us by the yearly meeting in 2010 and 2011. This includes the review of our recent experiment of rotating between a residential setting and Center City Philadelphia and recommending a long range plan.

### **History of the Experiment**

#### **1. The charge from 2010: A two year experiment**

##### **Taken from the Saturday, July 31, 2010 minutes, Annual Sessions 2010:**

Amy Ward Brimmer read a recommendation from the Committee to support the Clerk: (1) that Philadelphia Yearly Meeting meets once a year for annual session; (2) that locations alternate-one year in center city Philadelphia, the next on a campus setting; (3) that sessions be held as near as possible to the last week of July; and (4) that this schedule begin next year. There were many concerns expressed about coming back to DeSales; however, because of the need for enormous lead time, the planning group recommended returning next year. With approval for one annual session, the Clerk heard approval for a two-year experiment, meeting in the summer of 2011 here at DeSales University and in center city Philadelphia in July 2012.

#### **2. The charges from 2011: to hold Sessions on a campus in 2013, and to take up the issue of LGBTQ, and other equality concerns in some way.**

##### **Taken from Sunday, 7/30/11 minutes, Annual Sessions 2011:**

The following minutes of action were approved in the face of the Meeting:

We agree that the two-year experiment in location of Sessions be extended for one more year so that the Yearly Meeting, with experience of Sessions in Philadelphia in 2012, can begin the discernment necessary for a longer range plan. To provide the time necessary for this discernment, Sessions will be held in a campus setting in 2013.

Among the Body, there arose the desire once again to take up the issue of LGBTQ and other equality concerns in some way. We ask the Sessions Planning Group to keep these concerns in mind as they decide on a venue for Sessions in 2013 and as we move forward in other ways that may address this issue.

Response: To address the issue of LGBTQ and other equality concerns, and finding a residential setting, the 2013 PYM Annual Sessions will be held at Muhlenberg College. Muhlenberg follows practices, provides resources and has clearly stated policies that uphold

and promote equality. The college received 4.5 out of 5 stars on the Campus Pride Index National Listing of LGBT-Friendly Colleges and Universities. It is an independent institution that was originally founded to provide a liberal arts education in the Judeo-Christian humanistic tradition. Muhlenberg maintains a connection to the Lutheran Church.

### **The Experiment: What We Have Learned**

The work group reviewed the data collected from the 2012 Annual Sessions attendance statistics and evaluations and compared it with the 2011 residential experience. Responses to the evaluations taught us the following:

- Attendance dropped by over 100 participants at Philadelphia in 2012 in comparison to 2011. Most participated on a part time basis, coming and going for business meetings but not taking advantage of the many other activities.
- Many Friends were very excited to return to the Arch Street Meeting House. While approximately 50% of the responses say that Philadelphia is a good site, their individual comments made it clear that there were shortcomings in the area of fellowship, community building, and finding relief from the heat. It was very difficult to make Sessions accessible to all in this year's location. Friends missed the community meals where they could see and interact with other Friends of all ages.
- Friends saw less of each other due to transportation and space challenges in the Philadelphia location. Not being together in the same space was hard for everyone, perhaps hardest on families and youth. There was very little down time to just sit and chat as Friends have been accustomed to. There were some negative experiences where parents had difficulty getting from one part of Philly to another in order to pick up their children.
- Our goal for past Annual Sessions of being age inclusive as a community suffered a setback in 2012. It was necessary to use spaces for children's programs that did not allow contact with the community. For example, the Young Friends had to use Friends Center as a home base, and the younger children were a block away.
- In 2011, 27 families with young children stayed in the designated Family Neighborhood. In 2012, only 7 families took advantage of this opportunity. One of our greatest losses in the Philadelphia location was the inability to provide a Family Neighborhood that provided a rich community where parents and children could share close fellowship. Parents and children also shared that their experience was more difficult, because there was no place to zoom about on bikes and scooters and no space to put them. The children didn't have the opportunity to move around as they could in a residential setting. One Children's Sessions participant was quoted as saying *"This camp was great. But next year I want to have sessions at the real PYM."*

After the 2011 Sessions, the Children's Spiritual Life Committee said in a thank you letter to the Education Standing Committee, *"We want to lift up this generosity and love, and express our gratitude for giving children the opportunity to be part of a larger Quaker community."*



*Thank you for giving their parents the same opportunity. We sang songs, children played games, and friendships were made in the Family Neighborhood. Each evening parents talked into the late hours sharing the joys and trials of parenting. "*

*After the 2012 Sessions, a Friend wrote: "It was difficult as a family to have the same experience of fellowship that we have on a campus. As the organizer of the Family Neighborhood, I am concerned about first-time family's experience of that space at Temple, which just wasn't near what we've created in the past. We tried, but it was what it was. I also really missed ReCreation time, and the afternoon hanging-out-under-tents piece, and shared meals."*

Attendance Data:

Key: C&MS= Children and Middle School, YF= Young Friends

YAF= Young Adult Friends      NDA = No Data Available

Youth Program Attendance Totals- 2006-2012 (Summer, residential only)

2012	2011	2010	2009	2008	2007	2006
<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>
44	68	39	54	53	65	69
<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>
25	15	21	26	24	34	26
<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>
17	27	27	22	19	NDA	NDA

Annual Sessions Total Attendance – 2012 - 2006 (Summer, residential only)

2012	2011	2010	2009	2008	2007	2006
410	521	430	477	448	445	481

In summation, the Sessions Planning Work Group is concerned that the years of indecisiveness about when and where to hold PYM Annual Sessions, has limited the participation of the Yearly Meeting. We recommend that a decision for the long-range future of Sessions should be made so that a normal rhythm can allow Friends to plan and join together as a vital and growing community. The following minute was approved at our January Meeting:

**The Sessions Planning Work Group minuted its recommendation that future Annual Sessions be held, during the summer, in a campus setting that encompasses all our activities and enables the community to come together as a whole.**

Respectfully submitted,

Ananda Ganbari, Young Friends liaison  
Sallie Jones, Agenda Committee liaison  
Hollister Knowlton, Recording Clerk  
Margaret Mansfield  
Doug Meaker, General Services SC liaison  
Ken Park, Clerk  
Jocelyn Park  
Chris Schanno, Children's Session Planning Work Group liaison  
Lane Taylor, Assistant Clerk and interim YAF liaison  
Carla White

**If you have questions about this report, please contact:  
Ken Park at [kpark459@gmail.com](mailto:kpark459@gmail.com) or 610-662-7913**

**NOMINATING COMMITTEE REPORT - July 2013**

	NAME	MONTHLY MEETING	QUARTERLY MEETING	Term Begins/Ends
<b>Appointments Reappointment Resignations</b>				
Arch Street	<b>Carl Stanton (1)</b>	<b>Chester</b>	<b>Chester</b>	8/1/13 to 7/31/16
	Sandra Sudofsky	Gwynedd	Abington	resigned
Education	Brian Sullivan (2)	MMFP	Philadelphia	8/1/13 to 7/31/16
	Lisa Collins	Falls	Bucks	resigned
General Services	Skip Corson (3)	Gwynedd	Abington	8/1/13 to 7/31/16
	Doug Meaker (3)	Quakertown	Bucks	8/1/13 to 7/31/16
	Ruth Seeley (2)	Germantown	Philadelphia	8/1/13 to 7/31/16
	Harry Williams (3)	Crosswicks	Burlington	8/1/13 to 7/31/16
	<b>Liz Martin (1)</b>	<b>Central Phila.</b>	<b>Philadelphia</b>	8/1/13 to 7/31/16
	John Winterbottom	Solebury	Bucks	completed 9 years of service
Peace & Concerns	<b>Yolanda Covarubias (1)</b>	<b>Haverford</b>	<b>Haverford</b>	8/1/13 to 7/31/16
	Loretta Maldonado (2)	Quakertown	Bucks	8/1/13 to 7/31/16
	Ann Yasahara	Princeton	Burlington	resigned
	Chick Kelly	MMFP	Philadelphia	resigned
	Carole Wicker	Upper Makefield	Bucks	resigned
Support and Outreach	Walton Burwell (2)	Germantown	Philadelphia	8/1/13 to 7/31/16
	James Collins (3)	Falls	Bucks	8/1/13 to 7/31/16
	Robin Meaker (3)	Quakertown	Bucks	8/1/13 to 7/31/16
	Carter Nash (2)	Harrisburg	Caln	8/1/13 to 7/31/16
Worship and Care	<b>Rose Ketterer (1)</b>	<b>Newton MM</b>	<b>Haddonfield</b>	8/1/13 to 7/31/16
	<b>Evan Draper (1)</b>	<b>London Grove</b>	<b>Chester</b>	8/1/13 to 7/31/16
	Jerry Belew (2)	Middletown MM	Bucks	8/1/12 through 7/31/15
	Benjamin Lloyd	Haverford	Haverford	completed 9 years of service
	Karen Shaudys	Upper Makefield	Bucks	resigned
	Maia Simon	Trenton	Burlington	resigned
Financial Stewardship	Mark Myers (3)	London Grove	Western	8/1/13 to 7/31/16
	Les Hopton (3)	Moorestown	Burlington	8/1/13 to 7/31/16

	NAME	MONTHLY MEETING	QUARTERLY MEETING	Term Begins/Ends
	Steve Olshevski (2)	Radnor	Haverford	8/1/13 to 7/31/16
	Andrew Anderson(1)	MMFP	Philadelphia	8/1/13 to 7/31/16
Elders	Jim Morrissey	Reading	Caln	resigned
	Tom Armstrong	Plymouth	Abington	resigned
<b>OFFICERS</b>				
Alternate Clerk	Sallie Jones	Birmingham	Concord	fulfilled term
Recording Clerk	<b>John Lavin</b>	<b>Birmingham</b>	<b>Concord</b>	8/1/13 to 7/31/15
	Jane Keller	Pennsdale	Upper Susque.	fulfilled term
<b>External Organizations</b>				
FCNL	Deb Faulkner (2)	Gwynedd	Abington	8/1/13 to 7/31/16
	Robert Lowing (2)	Lancaster	Caln	8/1/13 to 7/31/16
	Lee Rennert (1)	Uwchlan	Caln	8/1/13 to 7/31/14
FGC Central Ctte.	Esther Gilbert	London Grove	Western	8/1/13 to 7/31/16
Friends Pension Bd.	<b>Connie Brooks (1)</b>	<b>Haddonfield</b>	<b>Haddonfield</b>	8/1/13 to 7/31/16
	Nancy DeMis (2)	Media	Chester	8/1/13 to 7/31/16

### The Search Committee for the General Secretary of PYM

Emily Blanck, Mickelton MM, Salem Quarter  
 Jackie Bowers, Fallsington MM, Bucks Quarter  
 John Brady, Abington MM, Abington Quarter  
 Mary Crauderueff, Radnor MM, Haverford Quarter  
 Nancy DeMis, Media MM, Chester Quarter  
 Wally Evans, Doylestown MM, Bucks Quarter  
 Storm Evans, Chestnut Hill MM, Philadelphia Quarter  
 Bill Heinemann Newtown MM, Bucks Quarter  
 Robert LeFever, Newtown MM, Bucks Quarter  
 Chiyo Moriuchi, Newtown MM, Bucks Quarter, Clerk  
 Holly Olson, Middletown MM, Bucks Quarter

July 26, 2013

If you have questions about this report please contact  
 Paula Cell at [hpcell2@gmail.com](mailto:hpcell2@gmail.com) or 215-283-7372



# Philadelphia Yearly Meeting *of the Religious Society of Friends*

## **Recorder of Membership**

### Description of Position of Service to the Yearly Meeting

#### **Position Summary:**

The Recorder of Membership has responsibility for the annual process of collecting member, attender and office holder information from PYM's 103 monthly meetings and 13 quarterly meetings. This work is fundamental to the effectiveness of all Yearly Meeting committees, working groups, granting groups and programs. By maintaining accurate contact information of members, attenders, and office holders, PYM is able to fulfill its mission of connecting the Friends in our region with one another and of fostering Quaker community, faith, practice and witness. With the active support of PYM staff, the Recorder of Membership will initiate an annual request for updated information and reach out to meeting clerks and recorders as needed.

#### **Key responsibilities:**

- Carry the mission, and express its importance to the PYM community, of maintaining accurate contact information for members, attenders and office holders as well as accurate membership statistics.
- With the active support of PYM staff, compose letters and develop information packets requesting such member information from each monthly and quarterly meeting.
- Be available to answer questions about the request and about PYM's privacy of information policy.
- Follow up with those meetings who have not responded to the request and nurture the relationship with the meeting so that any questions can be resolved.
- Informally gather feedback from meetings about ways to improve the process of gathering member information.

#### **Qualifications:**

- Commitment to the effective and efficient functioning of Yearly Meeting work.
- Strong organizational skills and project management abilities.
- Personable manner with ability to respond thoughtfully to concerns from meetings.
- Good oral communication skills and comfort over the phone.
- Good written communication skills and proficiency in email communication.

#### **Time Commitment:**

This work can be done from home and the amount of hours required per week will fluctuate according to each stage of the project. As this is a new position, it is not yet known how much time will be required. It is estimated that an average of 2-4 hours per week will be needed with the busiest time being January through April. A greater amount of time may be required at the outset as information gathering systems are updated.

#### **Term of Service and Manner of Appointment:**

The Recorder of Membership is appointed by Yearly Meeting in Sessions to serve for a term of 3 years, twice renewable.

#### **Contacts:**

Tricia Coscia, Volunteer Coordinator, 215 241-7238, [volunteers@pym.org](mailto:volunteers@pym.org)

Jennie Sheeks, Director of Development, 215-241-7115, [jsheeks@pym.org](mailto:jsheeks@pym.org)

July 26, 2013

**333<sup>rd</sup> Annual Sessions  
Philadelphia Yearly Meeting  
Held at Muhlenberg College, Allentown, PA  
Thursday, July 25, 2013-Afternoon Session**

The 2013 Annual Sessions of Philadelphia Yearly Meeting of the Religious Society of Friends convened Thursday afternoon, July 25, 2013 at 4:00 p.m. in the Seegers Union Building of Muhlenberg College, Allentown, PA. The announced theme of our 2013 Sessions is "Gathering Together Our Past, Our Presence, and Our Future."

1. Friends gathered for afternoon sessions in the Seegers Union of Muhlenberg College in Allentown, PA., and the meeting opened with a period of silent worship.

New visitors were welcomed. They included Annie Boggess, Program Assistant for Strategic Advocacy for Friends Committee for National Legislation; Keith Harvey, Regional Director for the American Friends Service Committee; Gita Larson, Friends General Conference (FGC) visiting from Asheville Friends Meeting, Southern Appalachian Yearly Meeting and Association. A letter of introduction for Gita Larson from the FGC Committee for Nurturing Ministries was read by Recording Clerk, Jim Herr (Lancaster MM). The letter will be endorsed by a minute during sessions on Sunday.

The minutes for the meeting for worship for business of Thursday, July 24, 2013, morning session were read by Jim Herr, Recording Clerk. Minutes were approved with minor corrections.

David Rose (Lehigh Valley MM) then replaced Jim Herr at the clerk's table as assistant Recording Clerk.

2. Paula Cell (Germantown MM), clerk of Nominating Committee, returned to finish the nominations begun in the morning. She described the new position and required qualifications for the Recorder of Membership (*Recorder of Membership Description of Position attached*), who will keep updated contact information for members, attenders and office holders as well as accurate membership statistics. The Recorder is to be appointed by Yearly Meeting in Sessions and the term will be three years. Friends agreed to ask Interim Meeting to appoint an interim recorder if he/she is unable to complete his/her term.

Some Friends felt that this should not be a volunteer position, but a staff job. In response to Friends' questions, the General Secretary clarified that most of the work will be to reach out to each Meeting to gather the data. Staff will do the data entry work. Friends could not approve this appointment at this time.

Paula Cell then read the nominees for the Search Committee for the General Secretary of PYM. (*Nominating Committee Report attached*)

A Friend noted that more than half of the members are from Bucks Quarter. Paula Cell noted that Bucks Quarter has a strong pool of Friends and this is only a short-term appointment. One Friend noted that some are hopeful that a very new structure in our Yearly Meeting will be developed and fears that the Search Committee will not look outside the box. Others suggested that the search committee be open to thinking about a new structure. Another Friend mentioned that Friends are looking for a General Secretary who is open to a new vision of our structure. She also asked that biographies be available for positions of this import.

Clerk asked that Friends hold her in the Light as she thought through the issue.

After some discussion, Clerk recommended that Friends approve the slate as presented and authorize the committee to begin the search. These Friends are enabled to co-opt others to serve. Friends asked specifically for greater diversity and additional representation from Young Adult Friends. The Clerk reminded us that the Search Committee will be engaged in a listening session throughout our Yearly Meeting.  
**Friends approved.**

3. Friends then approved staying until 6 p.m. to address the letter and minute from Caln Quarter. Friends from the Quarter joined Caln Quarter clerk, Jim Herr, in the front of the room.

Jim described the success of the Quarter's annual family gathering at Camp Swatara and its popularity with Young and Middle School Friends. Yearly Meeting has proposed a program to bring all young Friends, from kindergarten to Young Adult Friends, together in May of 2014, the same month as Caln Quarter's gathering. Caln Quarter is much in favor of this proposal but not of the timing. Jim explained that they want both programs to exist and want to strengthen the program for all children. Jim asked that the Yearly Meeting program not be in conflict with their gathering.

The minute from Caln Quarter was read: "Because the proposed 'moving up' ceremony will greatly disturb a successful ongoing activity of Yearly Meeting, we request that the staff of PYM find an alternative to having this activity in May of 2014." (*Proposed Minute from Caln Quarterly Meeting and Staff Response to Caln Concern attached*)

One Friend noted that the "moving up" ceremony cannot include Young Friends who have graduated if the event is moved to the fall. One Friend cautioned that Camp Swatara would fall apart if this YM program and its timing in May are approved. A former Young Friend spoke to the importance of the Camp Swatara experience.

Christie Duncan-Tessmer (Chestnut Hill MM), PYM Associate Secretary for Program and Religious Life, clarified that they are calling this the "Bridging Program." The plan is to have a chance for everyone to come together to celebrate the program and see what they have to look forward to as they move up.

The clerk of Caln Quarter noted that a decision needs to be made soon as the Camp space needs to be reserved.

The Clerk asked that the clerks and elders be empowered to consider this issue with the love for all involved because we are one Yearly Meeting. **Friends approved.**

Friends can send thoughts and opinion to the clerk at [pymclerk@pym.org](mailto:pymclerk@pym.org).

We closed with silent worship.

Respectfully submitted,  
Jane Keller, Recording Clerk





# Philadelphia Yearly Meeting *of the Religious Society of Friends*

## Recorder of Membership

### Description of Position of Service to the Yearly Meeting

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#### Key responsibilities:

- Carry the mission, and express its importance to the PYM community, of maintaining accurate contact information for members, attenders and office holders as well as accurate membership statistics.
- With the active support of PYM staff, compose letters and develop information packets requesting such member information from each monthly and quarterly meeting.
- Be available to answer questions about the request and about PYM's privacy of information policy.
- Follow up with those meetings who have not responded to the request and nurture the relationship with the meeting so that any questions can be resolved.
- Informally gather feedback from meetings about ways to improve the process of gathering member information.

#### Qualifications:

- Commitment to the effective and efficient functioning of Yearly Meeting work.
- Strong organizational skills and project management abilities.
- Personable manner with ability to respond thoughtfully to concerns from meetings.
- Good oral communication skills and comfort over the phone.
- Good written communication skills and proficiency in email communication.

#### Time Commitment:

This work can be done from home and the amount of hours required per week will fluctuate according to each stage of the project. As this is a new position, it is not yet known how much time will be required. It is estimated that an average of 2-4 hours per week will be needed with the busiest time being January through April. A greater amount of time may be required at the outset as information gathering systems are updated.

#### Term of Service and Manner of Appointment:

The Recorder of Membership is appointed by Yearly Meeting in Sessions to serve for a term of 3 years, twice renewable.

#### Contacts:

Tricia Coscia, Volunteer Coordinator, 215 241-7238, [volunteers@pym.org](mailto:volunteers@pym.org)

Jennie Sheeks, Director of Development, 215-241-7115, [jsheeks@pym.org](mailto:jsheeks@pym.org)

July 26, 2013

# NOMINATING COMMITTEE REPORT - July 2013

	NAME	MONTHLY MEETING	QUARTERLY MEETING	Term Begins/Ends
<b>Appointments Reappointment Resignations</b>				
Arch Street	<b>Carl Stanton (1)</b>	<b>Chester</b>	<b>Chester</b>	8/1/13 to 7/31/16
	Sandra Sudofsky	Gwynedd	Abington	resigned
Education	<b>Brian Sullivan (2)</b>	<b>MMFP</b>	<b>Philadelphia</b>	8/1/13 to 7/31/16
	Lisa Collins	Falls	Bucks	resigned
General Services	<b>Skip Corson (3)</b>	<b>Gwynedd</b>	<b>Abington</b>	8/1/13 to 7/31/16
	Doug Meaker (3)	Quakertown	Bucks	8/1/13 to 7/31/16
	Ruth Seeley (2)	Germantown	Philadelphia	8/1/13 to 7/31/16
	Harry Williams (3)	Crosswicks	Burlington	8/1/13 to 7/31/16
	<b>Liz Martin (1)</b>	<b>Central Phila.</b>	<b>Philadelphia</b>	8/1/13 to 7/31/16
	John Winterbottom	Solebury	Bucks	completed 9 years of service
Peace & Concerns	<b>Yolanda Covarubias (1)</b>	<b>Haverford</b>	<b>Haverford</b>	8/1/13 to 7/31/16
	Loretta Maldonado (2)	Quakertown	Bucks	8/1/13 to 7/31/16
	Ann Yasahara	Princeton	Burlington	resigned
	Chick Kelly	MMFP	Philadelphia	resigned
	Carole Wicker	Upper Makefield	Bucks	resigned
Support and Outreach	<b>Walton Burwell (2)</b>	<b>Germantown</b>	<b>Philadelphia</b>	8/1/13 to 7/31/16
	James Collins (3)	Falls	Bucks	8/1/13 to 7/31/16
	Robin Meaker (3)	Quakertown	Bucks	8/1/13 to 7/31/16
	Carter Nash (2)	Harrisburg	Caln	8/1/13 to 7/31/16
Worship and Care	<b>Rose Ketterer (1)</b>	<b>Newton MM</b>	<b>Haddonfield</b>	8/1/13 to 7/31/16
	<b>Evan Draper (1)</b>	<b>London Grove</b>	<b>Chester</b>	8/1/13 to 7/31/16
	Jerry Belew (2)	Middletown MM	Bucks	8/1/12 through 7/31/15
	Benjamin Lloyd	Haverford	Haverford	completed 9 years of service
	Karen Shaudys	Upper Makefield	Bucks	resigned
	Maia Simon	Trenton	Burlington	resigned
Financial Stewardship	<b>Mark Myers (3)</b>	<b>London Grove</b>	<b>Western</b>	8/1/13 to 7/31/16
	Les Hopton (3)	Moorestown	Burlington	8/1/13 to 7/31/16

	NAME	MONTHLY MEETING	QUARTERLY MEETING	Term Begins/Ends
	Steve Olshevski (2)	Radnor	Haverford	8/1/13 to 7/31/16
	Andrew Anderson(1)	MMFP	Philadelphia	8/1/13 to 7/31/16
Elders	Jim Morrissey	Reading	Caln	resigned
	Tom Armstrong	Plymouth	Abington	resigned
<b>OFFICERS</b>				
Alternate Clerk	Sallie Jones	Birmingham	Concord	fulfilled term
Recording Clerk	<b>John Lavin</b>	<b>Birmingham</b>	<b>Concord</b>	8/1/13 to 7/31/15
	Jane Keller	Pennsdale	Upper Susque.	fulfilled term
<b>External Organizations</b>				
FCNL	Deb Faulkner (2)	Gwynedd	Abington	8/1/13 to 7/31/16
	Robert Lowing (2)	Lancaster	Caln	8/1/13 to 7/31/16
	Lee Rennert (1)	Uwchlan	Caln	8/1/13 to 7/31/14
FGC Central Ctte.	Esther Gilbert	London Grove	Western	8/1/13 to 7/31/16
Friends Pension Bd.	<b>Connie Brooks (1)</b>	<b>Haddonfield</b>	<b>Haddonfield</b>	8/1/13 to 7/31/16
	Nancy DeMis (2)	Media	Chester	8/1/13 to 7/31/16

### The Search Committee for the General Secretary of PYM

Emily Blanck, Mickelton MM, Salem Quarter  
 Jackie Bowers, Fallsington MM, Bucks Quarter  
 John Brady, Abington MM, Abington Quarter  
 Mary Crauderueff, Radnor MM, Haverford Quarter  
 Nancy DeMis, Media MM, Chester Quarter  
 Wally Evans, Doylestown MM, Bucks Quarter  
 Storm Evans, Chestnut Hill MM, Philadelphia Quarter  
 Bill Heinemann Newtown MM, Bucks Quarter  
 Robert LeFever, Newtown MM, Bucks Quarter  
 Chiyo Moriuchi, Newtown MM, Bucks Quarter, Clerk  
 Holly Olson, Middletown MM, Bucks Quarter

July 26, 2013

If you have questions about this report please contact  
 Paula Cell at [hpcell2@gmail.com](mailto:hpcell2@gmail.com) or 215-283-7372

## Proposed Minute from Caln Quarterly Meeting

For more than fifty years, Caln Quarter has had an annual family gathering, and for more than 30 years the gathering has taken place at Camp Swatara, a Church of the Brethren summer camp that is close to the geographical center of our widespread Quarter. During the first weekend in May, over 200 Quaker men, women, and children have participated in this wonderful family activity every year. Many in our Quarter realize this family weekend gives us the bond we need—often the only bond we have—to keep us an active and vibrant Quarterly Meeting.

For much of the time we have met at Camp Swatara, the weekend has also been the spring activity for PYM Young Friends, and for fifteen years or so, it has included PYM Middle School Friends as well. Coincidentally, this has been a way to introduce Young Friends and Middle School Friends in distant Meetings such as Lancaster and Harrisburg to the excitement of involvement with the wider world of PYM.

In short, it is hard to over-emphasize the value and importance of the Caln Quarterly Meeting Family Gathering at Camp Swatara for Quakerism in Central Pennsylvania.

At our gathering this past May, during our meeting for business on Saturday morning, May 4, Christie Duncan-Tessmer came to tell us PYM would no longer be able to have Young Friends or Middle School Friends staff participation in the weekend. All staff would be needed for a new activity involving young people of all ages in the Yearly Meeting—from preschool through young adult friends—a “moving up” ceremony to happen the third week in May. This would start in 2014.

Caln Quarter sees this as totally incompatible with our Family weekend in May. First of all, without the larger group of PYM Young Friends and Middle School Friends, few in those age groups from our Meetings will be interested in participating. In fact, of the 63 young people in those age groups at Camp Swatara this year, only 19 were from Caln. In addition, parents of all young people in our Quarter would be forced to choose between an activity during the first weekend in May with Caln Quarter and one during the third weekend with PYM. Few would be able to participate in both. Those of us eager to involve our members and attenders in Philadelphia Yearly Meeting, especially the young families, would not want to insist on that choice. So if Yearly Meeting goes ahead with an activity on the third weekend in May, the spring gathering of Caln Quarter must end.

Some have suggested moving our Quarter’s gathering weekend to the fall. This, however, presents other challenges. First, the camp is booked through much of September and October. Second, the largest Meeting in our Quarter, Uwchlan Meeting at Downingtown, has had an extremely successful community-wide Fall Festival on the second weekend in October for more than 30 years. This huge activity takes a great deal of planning and involves most of the Meeting from the beginning of September to the middle of October. Holding the Caln Quarter Gathering before the third weekend in October is out of the question. It is also unreasonable to ask members of Downingtown to plan and prepare for a gathering

at Camp Swatara while they also plan for their Festival. However, the Caln gathering takes planning and preparation, which is accomplished by the four largest Meetings in the Quarter. Downingtown would be expected to do their part for two consecutive years out of every eight.

Now, it is very important to express the feelings of many on the Caln Quarter Care Committee about the proposed “moving up” weekend. A bridging-activity like this will provide a sense of continuity across the age ranges of all young people. Specifically, the older Friends would experience those coming behind as well as the younger children would see what’s ahead. This is particularly important considering the growth of Junior Interim Meeting on the young end of the spectrum and the strength and vibrancy of our Young Adult Friends community on the other end. We only wish another time could be chosen—during annual sessions, for instance—or perhaps a slightly different concept. How about a September weekend where all the “new” group members are welcomed? At the very least, if this “moving up” weekend must happen, and must happen over the third weekend in May, Caln Quarter would like at least an extra year to consider alternatives to our beloved and very successful family gathering at Camp Swatara over the first weekend in May.

We therefore propose the following minute: Because the proposed “moving up” ceremony will greatly disturb a successful ongoing activity of Yearly Meeting, we request the staff of PYM find an alternative to having this activity in May of 2014.

Jim Herr, clerk of Caln Quarterly Meeting, member Lancaster Monthly Meeting  
Phone (717)203-1642 cell or evenings (717)569-7848 home. Email  
[herrs@bellatlantic.net](mailto:herrs@bellatlantic.net).

*The following is the letter sent to the clerk of Caln Quarter to share with the quarter's Coordinating Committee regarding the Youth Program changes and their impact on Swatara.*

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April 25, 2013

Dear Jody,

I'm writing to you in your role as clerk of Caln Quarter to follow up on our phone conversation about the PYM Youth Programs.

The vision for the Yearly Meeting youth programs is evolving. There are a lot of good things that are coming out of the changes and we are excited about the future of Quaker community for the youth of Philadelphia Yearly Meeting. One emerging change will have a significant effect on how the Yearly Meeting Youth Programs can be involved in Caln Quarter's Swatara weekend. I want to let you and others in the Quarter know about the direction of the youth programs, the emerging new program and the impact on Swatara. My intention is to share this information now so that we can talk about the programs and ramifications together and look for ways forward together. I'll be at Swatara for the full weekend next week so I can be available to talk with the planning committee, the Caring Committee, individuals and whomever you suggest at Swatara and other times as well.

Increasingly the youth programs are working together and finding ways that they can complement and strengthen each other. There are some concrete examples around supply sharing and administrative procedures. There are also some significant program examples such as:

- Crossover in staffing the different programs.

For example there is a single assistant for the Middle School Friends and Young Friends programs and the Middle School Friends and Young Friends Coordinators staff each other's programs. As a result they see the kids who have come out of or are going into their own programs in other contexts. They are using this opportunity to help bridge between programs and to create leadership opportunities for the kids who want to be Friendly Presences for younger Friends;

- A logical and meaningful progression of program goals.

For example, what skills and experiences do our youth need to have as they grow from being 6 year olds who learn about corporate discernment of God's Big Idea to being 26 year olds who care for their business meetings, programs and community? This "scope and sequence" is a focus of the youth programs now.

A result of these examples and others is that the youth programs see themselves increasingly as a single program with multiple branches. We are excited about this because it means that youth entering the program at any point can see what it looks like to be a Quaker who is 3, 5, or 10 years older. They can also see how they are part of creating the community for youth who are 3, 5 or 10 years younger. The more we experience this integration of the programs the more opportunity we see.

As part of this new vision, we are wanting to implement a new "fly-up" or "graduation" program for all of our youth. The emerging plan looks like this: On a single weekend at a camp there are simultaneously a Family Overnight for elementary age children and their parents, a Middle School Friends Gathering, a Young Friends Gathering and a Young Adult Friends Gathering. Each of these programs has a designated space at the camp and their own agendas and schedules. There are also planned times where they come together throughout the weekend as a whole community. The weekend culminates on Sunday

morning with a handing-over of the oldest youth in each program to the next program. So the 5<sup>th</sup> graders will be welcomed into Middle School Friends, the 8<sup>th</sup> graders will move into the Young Friends program and the 12<sup>th</sup> graders will be handed into the Young Adult Friends community. Our vision is that we will have well over 100 people to start and that over the years this will become a benchmark for Friends and will grow to be quite large.

In light of this new direction we are feeling that we can no longer have a presence at Swatara after this year. This new event would logically need to happen at the end of the academic year. The timing and the limited hours of part-time staff would preclude us from having the ability to plan and staff other events after the middle of April.

The move to let go of a good thing to make space for another thing to grow is a heavy one. The youth staff and I know this change will have a significant impact on Swatara. If Caln Quarter wanted to continue to run programs for middle schoolers and high schoolers, either for kids within Caln Quarter only or for kids across the Yearly Meeting, we want to talk with you about how we could help. You may have some specific ideas we could talk about. We have a few to start with:

- We could certainly publicize the event to the youth and families.
- We could help recruit Friendly Adult Presences (we are having some trouble finding enough Friendly Adult Presences for this year's Swatara already so it may not be a fait accompli, but we want to help as much as we can).
- For the next two years we can commit to continuing to pay half the cost of the Friendly Adult Presences for Middle School Friends and Young Friends.
- We are open to talking about other ideas that rise up as well.

When I was talking with a Friend in Caln Quarter about this today he was reminded of last weekend's Deepening & Strengthening retreat with the quarter and Therese Miller's inviting Friends to go to a place of wonder together when confronted with a complication or conflict. My hope is that the youth program staff and I and Friends in Caln Quarter can wonder together as the youth programs evolve. I look forward to being with you and the Quarter next weekend.

Love, Christie

**Christie Duncan-Tessmer**

Associate Secretary for Program & Religious Life  
Philadelphia Yearly Meeting  
1515 Cherry Street  
Philadelphia, PA 19102  
Office: (215) 241-7008  
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Email: [cduncan-tessmer@pym.org](mailto:cduncan-tessmer@pym.org)

**333<sup>th</sup> Annual Sessions  
Philadelphia Yearly Meeting  
Held at Muhlenberg College, Allentown, PA  
Friday, July 26, 2013 – Morning Session**

The 2013 Annual Sessions of Philadelphia Yearly Meeting of the Religious Society of Friends convened Friday morning, July 26, 2013 at 9<sup>30</sup>- in the Seegers Union Building of Muhlenberg College, Allentown, PA. The announced theme of our 2013 Sessions is "Gathering Together Our Past, Our Presence, and Our Future."

1. At the appointed hour we settled into worship. Clerk Jada Jackson (Trenton MM, Burlington Meeting House Worship Group) welcomed those present and those on the facing bench introduced themselves: Steve Olshevski (Radnor MM) and Sallie Jones (Birmingham MM) Alternate Clerks, Arthur Larrabee (Central Philadelphia MM) General Secretary, David Rose (Lehigh Valley MM) Recording Clerk, Jane Keller (Pennssdale MM) Backup Recording Clerk.

Friends from outside the Yearly Meeting introduced themselves. Robin Mohr (Green Street MM), Executive Secretary for the Friends World Committee for Consultation, Section of the Americas, Paul Araou and his wife from Amsterdam MM, Tim Barner, Staff for Friends Committee for National Legislation. A traveling minute from Pittsburgh Friends for Scilla Wahrhaftig, American Friends Service Committee, Pennsylvania Program Director, was presented. (*Traveling Minute from Pittsburgh Meeting attached*).

Minutes from Thursday PM Session were read by Jane Keller. With corrections and suggestions noted, minutes were approved.

2. Clerk at this time provided an update on the issues related to the Caln Quarter concern raised yesterday. A meeting was held this morning with the concerned parties and PYM Staff has offered and Caln Quarter has accepted the postponing the PYM Moving Up Ceremony. We will need to sit together in the fall and become clear about how to best hold what is precious. Appreciation expressed for the work done by the Clerk, staff and concerned members from Caln Quarter.

3. Clerk announced the names of those who have agreed to serve on the Epistle Committee. They are: Stephen Loughin (Old Haverford MM), Richard Morse (Harrisburg MM), Debra Lyons (West Chester MM), Jana Llewellyn (Old Haverford MM) Sara Palmer (Central Philadelphia MM). Friends approved.

A Friend noted that Friends historically started an Epistle with the question "Do We Have Something to Share?" and suggested that we continue the practice.

4. Benjamin Lloyd (Abington MM) of the Standing Committee on Worship and Care was called up to give the report for the committee. Committee members were recognized and appreciated.



Benjamin Lloyd then read the report. (*Worship and Care Standing Committee Report attached*). An update to the report is that an additional response has been received to the document, "Exploring Quaker Beliefs" suggesting changes. Additional members of the committee were noted; Rose Ketterer (Newton MM), and Evan Draper (London Grove MM). Tom Rie (Gwynedd MM) was also recognized as being on the committee although not included on the written report.

Worship and Care Standing Committee along with Peace and Concerns Standing Committee were asked to come under the weight of the issue of gun violence by Interim Meeting in response to minutes from meetings. Worship and Care has asked the meetings which created minutes to provide input to help formulate a process that would lead to action, but has not received any responses. In response to a question regarding process envisioned for the Core Beliefs document, Benjamin Lloyd responded that there is no process envisioned and that it was made available for Friends to respond. Some Friends present did not know if the document had been received by their Monthly Meeting. It was stated that if Friends request, it will be resent.

5. Education Standing Committee Report was read by Peter Lane (Westtown MM). (*Education Standing Committee Report attached*). An addendum, a "Report from the conversation on the Transgender Youth Policy" that was considered and created yesterday at a meeting clerked by Benjamin Lloyd was read by Peter Lane. (*Report from the conversation on the Transgender Youth Policy attached.*) After a period of silence the Clerk stated that she had suspended the Transgender Youth Policy that had been the cause of concern until the Educational Standing Committee completes its work of hearing all concerns. The issue of concern noted in the conversation report is a change of the policy in designating sleeping and bathroom based from one of self-identity to a biological identity. It was noted that the report from yesterday's conversation is not the result of a process of the Educational Standing Committee and that the committee be held in prayer as they continue their work on this issue. A concern was raised that issue of the Clerk taking the action of suspending a policy that is the work of a committee not be just accepted without discussion by the body. The Clerk accepted further responses from Friends at this time. A Friend who had attended the meeting yesterday said that his experience of the meeting was one of being in unity with the outcome described in the conversation report. Other Friends supported the action of the clerk as an action of love over process. The suspension of the policy by the clerk may have been an extreme action but it was rightly ordered. Lack of transparency of the process that created the policy may have been the reason for it becoming a problem. That this policy is an important issue is demonstrated by the current national discussion on Facebook among Friends regarding the adoption of this policy. Another Friend spoke of the deep spirit centered experience we had in yesterday's meeting and that while process is important, we need to be faithful to a call to move out of process and listen to the movement of the Spirit. Gratefulness was expressed for the work and love of all involved, especially for the risks taken. We are not done yet with the healing that will be required. Beliefs that unite us are an issue that we should be in discussion on and not who uses what bathroom. Honoring who we are is the issue at the core of the discussion and defines who we are if we are trying to let God live through us, that we need to move beyond the assumptions

put on us by others. A Friend with a family member who is gay arose to express deep appreciation for the love that was expressed here in this session for the inclusive love expressed. Another expressed the concern that this issue does not stop just within the Religious Society of Friends, but that we need to remain aware of its existence out in the world. We need to remember "No decision about us, without us". The issue of human sexuality is an issue that we need to remain humble about as we are continually making new discoveries about it. The alternate Clerk Sally Jones asked for approval to conclude the discussion and move on with the agenda. A deep, gathered sense of solidarity around the concern was experienced. Meeting approved.

6. Elizabeth Martin (Central Philadelphia MM, West Philadelphia Worship Group), Co-Clerk of Young Adult Friends Working Group read the Annual Report of the Young Adult Friends Working Group. (*Young Adult Friends Working Group Annual Report attached.*) Appreciation expressed for the report.

7. Treasurer's report was given by Ron Ploeg (Willistown MM) with the assistance of a PowerPoint presentation and handouts of all information available. (*Treasurer's Report Fiscal Year Ending June 30, 2013 attached.*) Highlights included: Three year horizon balanced and sustainable budget approved at last Annual Sessions, we are in the second year of cash surpluses and fiscal year change has been approved allowing budget approval prior to the start of the fiscal year. Preliminary Financial Results for FYE 2013 were provided. Financial Sensors and Monitoring Processes established to avoid another financial calamity were explained. He noted that PYM is currently administering 67 separate funds which represent an opportunity cost to the Yearly Meeting and that Financial Oversight Working Group is considering ways of consolidating them. Appreciation expressed for report.

8. Andrew Anderson (MM Friends of Philadelphia) was called up to make the presentation on the proposed budget. (*FY 2014 Proposed Budget and Notes attached*). Copies of the 2014 Proposed Budget were available for review by those in attendance. Financial Stewardship members in attendance were recognized for their work. Andrew Anderson provided the back story to how we got to the situation we found ourselves in two years ago and what happened since then. Approval for two budgets, a full fiscal year and one for an additional 3 months, July- September 2014, will be requested at this session at the advice of auditors to establish the change in fiscal year. Some highlights were described. Responses were offered. In response to a question regarding the use of the surplus indicated, the discernment process will occur this fall. Cliessa Nagle, Controller for PYM responded to questions regarding unused expenditures. Friends were advised that the three-month budget would not show any distribution from Friends Fiduciary and yet indicate expenses.

9. At 12:15 the Clerk asked to session to settle in silence as we await the arrival of Young Friends and that further questions regarding the budget will be addressed in the afternoon session. Young Friends arrived bearing a tree and gathered in the front of the room. Fisher Group used tree theme to explore past, present and future. Children's responses to question, "What makes your light shine?" were shared. A tree was placed

on the stage and its analogy to our spiritual community was described. Children presented to the Session the gift they created of "whirled peas". The Clerk, Jada Jackson, then sat down with the Young Friends and reviewed with them the work that the "adults" accomplished this morning.

After announcements session ended at 12:40 pm, intending to reconvene at 4 pm this afternoon.

David Rose,  
Recording Clerk



**The Religious Society of Friends of Pittsburgh**  
**4836 Ellsworth Avenue, Pittsburgh, PA 15213**  
**412-683-2669; [pfmoffice@yahoo.com](mailto:pfmoffice@yahoo.com)**

The travel minute is from Pittsburgh Monthly Meeting on behalf of Friend Scilla Wahrhaftig.

We enthusiastically approve Scilla's ongoing work as the Pennsylvania Program Director of the American Friends Service Committee as she shares it with Philadelphia Yearly Meeting. Her activism and commitment to justice has been a gift to our Meeting and to the wider community.

With blessings and warm greetings,

Mary King and Jo Schlesinger, co-clerks

Von Keairns, assistant clerk

We welcomed Friend Scilla as she walked away as  
during our 333<sup>rd</sup> Annual Session, July 24-28<sup>th</sup>. Her sharing of  
American Friends Service Committee rekindled memories among some  
and <sup>brought</sup> new information to others. We are grateful for her service  
and ministry. We join with the Friends of Pittsburgh Monthly Meeting  
in thanks and excitement of her appointment.

In Peace,

Jada Jackson  
Clerk, Philadelphia Yearly Meeting  
Seventh month, 28, 2013

Thursday, July 18, 2013

Dear Friends,

The Standing Committee on Worship and Care is having a successful year assisting the several granting, working, and service groups under its care. We believe the money entrusted to us by the Yearly Meeting for their work is being used faithfully and responsibly, and that these groups are continuing to do Spirit-led work in the service of Friends and the world. These groups include:

- Friends Counseling Service
- Meeting Enrichment Services
- School of The Spirit
- Spiritual Formation Group
- The Meeting on Worship and Ministry
- Aging Granting Group
- Jeanes Granting Group
- Greenleaf Granting Group
- The Ministry for Racial Justice and Equality in the Religious Society of Friends
- Family Planning Granting Group

In addition to our work with these groups, our Committee continues to labor with our ministry of support for Sabbath Renewal. This concern was made manifest in our facilitating the daily morning small group worship sharing events at last summers' annual sessions in Philadelphia, a ministry we will joyfully continue to support next summer at Muhlenberg College.

We have also been working with a document originally drafted by Friend Arthur Larrabee of Central Philadelphia Meeting called "Exploring Quaker Beliefs". We have come to unity that this document may serve a useful purpose for our Yearly Meeting. Arthur has released the document into our care, and we are now in the process of seeking feedback on it from monthly meetings. In response to the invitation sent by our Standing Committee to Monthly Meetings within P.Y.M., to respond to this paper, called "Exploring Quaker Beliefs", we report that we have received six formal responses so far:

- Five responses from monthly meetings
  - four positive
  - one suggesting changes

- One negative response from an individual

The Standing Committee continues to hold this document in prayerful discernment, and is neither taking nor proposing to take any action at this time.

We continue to do our work, but with serious concern that we are doing so with too few members on our Standing Committee. We have not been able to attract new members to us and we hold a concern shared by other committees, that without more members the work of our Yearly Meeting is increasingly in jeopardy, particularly as our committees must now also do much of the work previously done by paid staff. Our new, more-volunteer-based organization now requires more participation from monthly meetings if it is to survive. We earnestly ask that Friends take this message home with you, and ask any Friend who might be interested in serving with us to speak with any member of our committee.

Currently our committee is as follows:

Anne Dillard, Abington Meeting'  
John Ellsworth, Gwynedd Meeting  
Margery Rubin, Medford Meeting  
Jerry Belew, Middle Bucks Meeting  
Chuck Devers, Salem Meeting  
Lane Taylor, Plumstead Meeting  
Jim Morrissey, Reading Meeting  
Benjamin Lloyd, Abington Meeting (clerk)

Respectfully submitted,

Worship and Care Standing Committee  
Philadelphia Yearly Meeting

Education Standing Committee  
Philadelphia Yearly Meeting  
2013 Report to Annual  
Sessions

Distilling the year's work of a large, active and vital sector of our Yearly Meeting down to one word generally would omit too much, but for this year, one word does indeed inform our work and our situation: transition.

Like all of PYM's working groups and standing committees, we are adjusting to a reduced staff. The education programs previously enjoyed the support of a particularly large staff, and relatively speaking, we still do. But nevertheless, for several of our working groups, it's been a year of learning how to accomplish our work with more volunteer effort. In some cases it's been successful, but others are struggling.

Our youth programs still enjoy staff support. This year, Young Friends and Middle School Friends have undergone a transition of a different sort, with staff changes. After 34 years of extraordinary service to the Yearly Meeting and our youth, Cookie Caldwell, the Young Friends Coordinator, has retired. We also bade farewell to our Middle School Friends Coordinator, Stephen Dotson, who for several years nurtured our young people in this challenging and dynamic age group.

This could have been an alarming event, losing seasoned staff in two key programs, but we were blessed in having deep talent, experience and commitment in each of the programs' assistants. So we have happily welcomed Hannah Mayer and Matt Sanderson as the Coordinators of Young Friends and Middle School Friends, respectively. We couldn't have asked for a smoother transition or more positive feeling about the future of these vital Yearly Meeting programs.

The work of the Education Standing Committee includes Friends' concerns in all areas of youth education, both religious and scholastic. As a result, we have a large portfolio of working groups under our care. Even before the staff reductions, we've had some groups that are large and active and others that struggle. For the latter, we don't believe it's because the work is not important, but other factors, such as not enough volunteers. Though we do not assert a managerial role in caring for our working groups, we are considering whether consolidating some of them might improve the vitality of our work overall.

There's an additional financial transition beyond the Yearly Meeting's overall budget situation, with which we had been grappling: our tuition aid for our children who attend our Friends schools. Like so many programs that rely on investment income, our level of scholarship support has been stagnant for many years.

Moreover, we are still trying to find our way forward in the aftermath of losing the Friends Education Fund and the de-designation of the DeCou Fund. We are grateful for the YM's decision to commit the latter to tuition aid for the next three years, which will give us time to devise and enact a plan.

On another financial transition, we recently approved the request of our Post-Secondary Education Working Group, to convert the Mary Jeanes Loan Fund into a grant program, going forward. Though we liked the concept of lending the funds, and thus having recent students supply the resources for future students by re-paying the loans, the unhappy reality is that many loans have gone unpaid over the years (decades, even), and too much staff and working group time has been fruitlessly spent in repayment efforts. The working group, in consultation with staff, has devised a program that will provide modest grants from the income of the fund. Outstanding loan repayments will continue to be returned to the fund's corpus.

Though we don't generally participate actively in the work of our groups, the Standing Committee provides policy and planning support. We are currently working with the Young Friends Coordinator, Friendly Adult Presences, and Young Friends Co-Clerks to establish a policy on transgendered youth in our program. The Standing Committee has discussed it at several of our meetings, and has decided to solicit input from our students and their parents, which we will be doing at two meetings.

With a few of the highlights and issues that are on our plate this year, I hope I have been able to provide a glimpse into the work of the Education Standing Committee. We welcome comments, questions, and participation! It's a wide-ranging set of activities and concerns, but we view all of it through one central lens: nurturing the future generations of Philadelphia Yearly Meeting.

With Friendly Greetings,

Kimberly Haas  
Uwchlan MM, Caln Quarter  
Clerk, Education Standing Committee  
[khaas@why.org](mailto:khaas@why.org)  
484-883-3727

Education Standing Committee

Connie Beetle (Moorestown)	Pamela Carter (Wilmington)
Lisa Bellet Collins (Fallsington)	Peter Lane (Westtown)
Cheryl McFadden (Green Street)	Brian Sullivan (MMFP)



## **Report from the conversation on the Transgender Youth Policy**

July 25, 2013

*Written by a self-selected group present at the conversation*

On 7/25/2013, approximately 60 people met to respond to the Transgender Youth Policy which was finalized by the Education Standing Committee (ESC) about a month earlier. The policy was published by the Yearly Meeting a week earlier and was suspended by the PYM Clerk 7/24/2013. The group included one member of the ESC who was active in creating the policy, and one who was not active in creating the policy.

Many feelings were strongly expressed including: shock, hurt, anger, confusion, pain, rejection, and feeling degraded and devalued.

Many Friends were confused by the policy. Much of the policy used strong trans-inclusive language. And yet the requirement to segregate bathrooms and sleeping rooms by "biological sex" was understood by those gathered to be unwelcoming to trans Friends and harmful to them and others.

We heard many concerns about the process that generated this policy. Prior to finalizing the policy, the Education Standing Committee heard from staff, Young Friends, and about 15 parents and other adults interested in youth programs. The resulting policy did not reflect the wisdom or desires of these groups.

We kept asking, "Why?" Why was a policy created for a group of Friends who did not unite with it? Why did Education Standing Committee think it necessary to change the long-standing practice of designating bathrooms and sleeping arrangements by gender identity? One member of the ESC suggested that the Committee experienced both a generational barrier and inexperience with transgender issues, and that the Committee failed to overcome these challenges.

We learned that PYM youth staff communicated to the ECS their conscientious objection to the new policy almost three weeks before it was made public. The Committee did not respond to these objections before the policy was published. Why was the Committee unable to engage with these concerns before the policy was made public?

### **What is needed now?**

Friends called for apology, reconciliation, and healing. One ECS committee member apologized personally. There will be more work for the committee to do in this area.

We need to examine and understand the roots of this problem. What were the structures and institutional habits that allowed this to happen? How could we change our institutional practices to avoid similar problems in the future?

We need to involve Young Friends in any policy changes that impact them. This means that the Young Friends Liaison with the ESC should be a Young Friend. Also, ESC will be stronger if it includes young adult Friends who were in the Young Friends program previously and other adults with connections to the Young Friends program. [This type of “fix” is applicable to all committees: let’s follow the principle of “no decisions about us without us.”]

Young Friends policies should be developed collaboratively with Young Friends and ESC, and approved by both bodies.

Many Friends suggested that the next version of the policy be drafted by a group of Young Friends who would then send their draft to the ESC. Ideally, the two groups would communicate with each other until unity is found.

Samara Rockwood, co-clerk, Young Friends, Millville Meeting, Upper Susquehanna Quarter

Sebastian DiMino, participant, Young Friends, Fallsington Meeting, Bucks Quarter

Peter Lane, member, Education Standing Committee, Westtown Meeting, Concord Quarter

Carrie Sandler, mother of Young Friends participant, Birmingham Meeting, Concord Quarter

Grayfred Gray, Lancaster Meeting, Caln Quarter

Traci Hjelt Sullivan, Green Street Meeting, Philadelphia Quarter

Walter Hjelt Sullivan, Green Street Meeting, Philadelphia Quarter

Tesla DuBois

Juliette Lane, Westtown Meeting, Concord Quarter

## Young Adult Friends Working Group Annual Report

The mission of the Young Adult Friends (YAF) Working Group is to support the spiritual vitality and community of Philadelphia Yearly Meeting (PYM) by creating programming specifically for young adult Friends (age 18-35-ish), as well as strengthening commitment and involvement of young adult Friends in PYM's multigenerational community.

Our activities this past year has been based on five current priorities, as named at our April 2012 meeting. While we have discussed revising these priorities, they have provided a guide for our work this year and we would like to share them here:

1. Host three retreats per year and activities at PYM annual sessions
2. Host the William Penn Lecture
3. Foster gifts and leadership development of young adult Friends
4. Encourage greater young adult involvement with PYM committees
5. Develop and offer workshops for monthly meetings on welcoming, engaging, supporting & retaining younger people

Our work has been most active on our first three priorities. We hosted three weekend retreats: one in October on a theme of *Arts & Spirituality*, one in January on *Living Out Our Faith in the World*, and one in May on *Quaker Stewardship & Eco-Justice*. All the retreats offer a space to enjoy worship, fellowship, and growth together. We have experimented with ways to engage and involve young adults in business meetings for the YAF community, some of which may be methods we can refine and eventually offer to the wider PYM body. The retreats also give young adults an opportunity to share and strengthen their gifts and interests by facilitating workshops, worship, and other activities for each other. We were excited that our Eco-justice retreat included a choice of service projects at the Center for Environmental Transformation in Camden and Haddonfield Meeting.

The Eco-justice theme for our May retreat was influenced partly by the inspiring talk by Michael Gagne for the William Penn Lecture in March titled "*Toward a Great Turning: Love, Truth, Soulforce and the Future of the Religious Society of Friends.*" Our working group has hosted this event for two years now and plans to continue, in cooperation with other Friends in PYM.

Our group's commitment to our third priority of fostering gifts and leadership development of young adults remains strong. At our April planning weekend, we recognized that some of the volunteers who were nominated to our volunteer base in January 2012 had stepped down because of moves and other life changes. We restructured our approach with nominating to a more flexible one of recruiting volunteers for short periods and specific tasks based on their individual interest and availability. We also paired our search for volunteers with outreach efforts. For our retreats, our working group members individually contacted almost all those on our list of interested young adults and attenders to invite them to the retreats and seek volunteers. This approach gets results, but requires consistent, ongoing, and frequent efforts because young adults move

out of the area and volunteers commit on a short term basis or to specific responsibilities. With our difficulties with maintaining volunteers, we are grateful for the staff support we currently have. We continue to seek ways to maintain and expand the support we receive.

Though we have struggled with the transient nature of young adults' lives in keeping an active working group and volunteer base, we look for creative ways to include those who want to be involved in our Quaker community and support their gifts and interests. Our outreach efforts are vital to maintaining and growing the PYM community. We are happy to say that the number of interested YAFs and attenders has increased from 93 to 136 this year, though not all attend every event. Also, our learning experiences may be useful to others in PYM who want support with outreach in their monthly meetings or other areas.

While we are actively working on our first three priorities, we would like to offer more support to the last two. We acknowledge that encouraging young adult involvement within PYM and supporting the welcoming of young adults in monthly meetings would be better served by our group in connection with support from Friends from other generations within PYM. At our January retreat, our group received a request from the body of young adults to support an intergenerational mentorship program in PYM. We are hosting a listening session here at Annual Sessions on the topic of a mentorship program, and hope many of you will attend!

We look forward this year to hosting more weekend retreats, programming at Annual Sessions, and the William Penn Lecture. We hope to also continue working on activities like the mentorship program that bring young adults together with Friends of many generations, though we cannot do that without all of you. If you have questions, comments, or are interested in getting involved, we welcome you to contact our co-clerks: Elizabeth Martin at [evmartin04@gmail.com](mailto:evmartin04@gmail.com) or Zac Dutton at [zachary.dutton@gmail.com](mailto:zachary.dutton@gmail.com).

# Treasurer's Report Fiscal Year Ending June 30, 2013

Ron Ploeg  
Willistown Monthly Meeting  
610-574-8150  
[rploeg@verizon.net](mailto:rploeg@verizon.net)



# FYE 2013 – Financial Highlights

- **Balanced and sustainable budget (3 year horizon) –** approved last year at Annual Sessions
- **Second year of cash surpluses – regaining lost ground after austerity measures**
  - Last fiscal year: Unrestricted cash surplus of \$508,793
    - FOWG February 2013 established \$200,000 “impressed balance” in operating account using surplus to help manage cash flow
  - This fiscal year: Unrestricted cash surplus of \$466,910 (preliminary)
    - After final audit report at end of each year, review cash flow projections and make a conscious decision on disposition of accumulated surplus (prepare for rising costs as income remains flat, consider repaying drawn-down investments, etc.)
- **Fiscal year change approved** (budget approvals at annual sessions BEFORE start of each fiscal year)
  - Short bridge period from July – September 2014
  - Future fiscal years October – September

# Preliminary Financial Results FYE 2013

	Current YTD 06/30/2013	Budget 2013	FY 2013	Variance to Budget FY2013	% Actual to Budget	
<b>Support &amp; Revenue</b>						
Support From Meetings	1,236,936		1,250,000	(13,064)	99.0%	Covenant income below budget \$13,064
Gifts of Support	18,693		20,000	(1,307)	95.3%	
Annual Fund	451,041		450,000	1,041	100.2%	Annual fund above budget but less than last year \$468,638
Event and Service Fees	494,036		489,000	5,036	101.0%	
Interest and Income from Investments	695,488		645,000	50,488	107.8%	
Departmental Transfers			0	0	0.0%	Investment income above budget
<b>Total Support &amp; Revenue</b>	<b>2,896,194</b>	<b>2,854,000</b>		<b>42,194</b>	<b>101.5%</b>	
<b>Expenses</b>						
Staff Expenses	1,450,758		1,509,852	(59,094)	96.1%	Benefits cost increases less than expected
Volunteer Expense	17,853		25,000	(7,147)	71.4%	
Contributions to Others	27,525		24,200	3,325	113.7%	
Events and Program Expense	195,070		321,448	(126,378)	60.7%	Events and program below budget
Professional and Service Fees	76,434		70,400	6,034	108.6%	
Copying, Printing and Postage	61,752		60,155	1,597	102.7%	
Rent and Utilities	306,515		349,000	(42,485)	87.8%	
Computer and Office Support	86,275		97,000	(10,725)	88.9%	
Insurance and Maintenance	97,731		98,500	(769)	99.2%	
Depreciation	176,288		140,000	36,288	125.9%	
<b>Total Expenses</b>	<b>2,496,201</b>	<b>2,695,555</b>		<b>(199,354)</b>	<b>92.6%</b>	Friends Center rent below budget
Non Ordinary Income - Bequests	34,087		0		na	
Non Ordinary Expense - Severance	3,458		231,221		na	
Net Fund Balance YTD	430,622		(72,776)		na	
PLUS Depreciation not transferred	36,288					
<b>CASH SURPLUS (Preliminary)</b>	<b>466,910</b>					

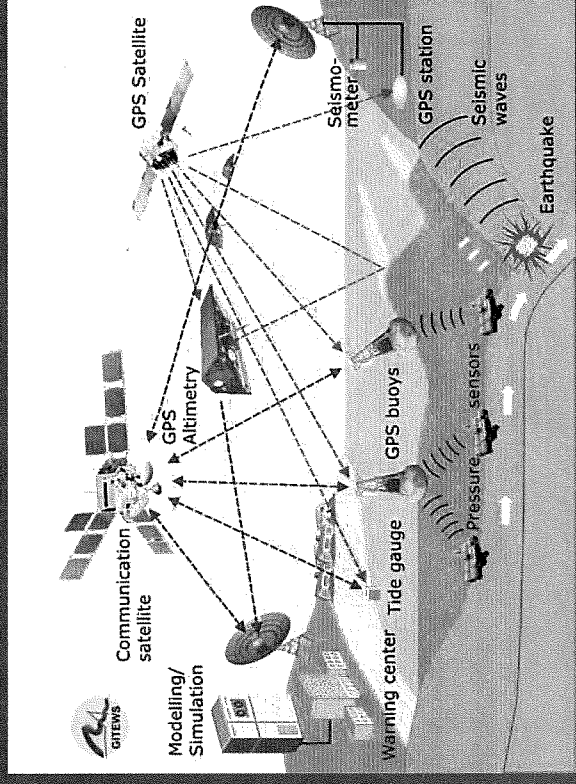


# Looking Back: Caught by Surprise





# Looking Ahead: Early Detection & Response



## Sensors and Guard Devices

- ✓ Physical barriers (separate accounts)
- ✓ Sustainable budgets (3 year horizon)
- ✓ Show reserve accts on balance sheet
- Cash flow reports – unrestricted accts

## Monitoring Processes

- ✓ Treasurer authorizations for transfers
- Monitoring reserve accounts (FOWG)
- Cash flow plans as part of budgeting
- and mid-year forecasting (FSC)

... TO MAKE SURE IT DOESN'T HAPPEN AGAIN!



# Administrative Burden – 67 Funds

ACCOUNT	MKT VALUE DEC 31, 2012
Adelphi School Fund	\$180,420
Aimwell School Fund	\$215,843
Richard DeCot Trust- 80% to PYM	\$992,846
Anna Gray Morris Fund	\$453,940
Mary Pusey Trust	\$787,633
#4 Anna T. Jeans/ Joseph Jeans	\$1,308,671
#5 Anna T. Jeans/ Joseph Jeans	\$1,910,736
Rebecca C. Lippincott Fund	\$65,973
E Harris Michener	\$257,443
Older Friends Fund	\$201,536
<i>Memorials &amp; Fellowships Fund</i>	<i>\$11,725</i>
E. Schlosser Fund	\$153,748
Jenetta Stewart Smith Fund	\$187,236
Strohbarck Fund	\$326,226
Mary Thomas Fund	\$90,781
Albertson Fund	\$1,226,942
Lida W. Van Idersine Fund	\$59,676
Ralph Williamson Fund	\$645,349
Dorothy Cowles Fund	\$237,252
Greenleaf Restricted Fund	\$8,637,703
Fritz & Florence Pultiz	\$164,853
Richard Cadbury Fund	\$397,443
Mary D. Grant Fund	\$26,866
Wm. Y. Inouye Fund	\$445,768
#1 Anna T. Jeans-Disabled Women	\$297,918
#2 Anna T. Jeans-Hospitals/Infirm	\$611,193
#3 Anna T. Jeans-Steady Farm	\$749,474
Burlington Meeting House Endowment Fund	\$623,953
George E. Dawson Fund	\$13,311
General Fund (BMH)	\$153,929
Gravesend Fund (BMH)	\$36,946
Natalie Clifford Barney Fund	\$854,308
Arlene Kelly LT Investment Fund	\$304,810
<i>Prize - Paris Fund</i>	<i>\$14,723</i>

ACCOUNT	MKT VALUE DEC 31, 2012
General Fund - Education	\$68,707
Mary Jeans Fund	\$259,569
Samuel Jeans-Educational Purposes	\$1,228,868
Sarah Corrine Partenhimer	\$84,727
Teacher's Retirement Fund	\$781,938
Pooled Fund	\$232,633
<i>Woodman - Indiv.</i>	<i>\$19,594</i>
Friends Institute	\$388,519
Alcohol Problems-GF	\$66,291
Shaw North (FCFS)	\$56,461
Samuel Jeans Fil- Meeting House Purposes	\$841,376
Virginia Drysdale Keeney	\$474,728
John Pemberton Fund	\$114,463
Jonathan Rhoads FCFS	\$390,320
Harry Scheier Request Fund	\$234,284
<i>Yoon Grant Fund</i>	<i>\$41,652</i>
Charles Wilkins Fund - African Americans	\$42,516
Charles Wilkins Fund - Latinos	\$42,516
<i>W. B. Cradock for singing group</i>	<i>\$70,592</i>
Charleston Fund	\$113,547
Anna Laura Davis Fund	\$92,039
#1 Fund Restricted (Ind Outreach)	\$134,191
#3 Fund Restricted (Ind Outreach)	\$42,728
#4 Fund Restricted (Ind Outreach)	\$16,996
Priscilla Seal Fund	\$44,706
John Way Fund	\$34,415
<i>Contributing to Van Friends, Pubs</i>	<i>\$72,589</i>
Friends Writings	\$89,620
<i>Younger Friends - Publications</i>	<i>\$77,747</i>
<i>E. B. Caldwell Fund</i>	<i>\$8,296</i>
Ridgeview Request	\$101,025
Sergei Thomas & Haley Jarnack Memorial Fund	\$43,068
Frank M. Schenley Trust	\$427,470
TOTAL	\$29,385,256

67 funds, of which:

- 40 have value less than \$250,000
- 27 have value less than \$100,000
- 18 have value less than \$50,000
- 9 have value less than \$25,000

## "OPPORTUNITY COST"

Time, energy, money spent administering funds is not available for other purposes

## SUGGESTIONS TO REDUCE COSTS

- Consolidate existing funds
- Establish policies on new funds



# The Goal: Solid financial foundation for growth & nurturing



We have come a long way !  
... but we need good habits  
to protect our future

The Quakers logo, featuring the word "Quakers" in a stylized, cursive script. The logo is positioned on a light-colored, tilted rectangular card that appears to be resting on a dark surface. In the background, a portion of a brick wall is visible.

*Quakers*

**FY 2014 Proposed Budget  
Unrestricted (General) Funds**

Annual Sessions 2013

	FY 2013 Approved Budget	FY 2013 Projected Outcome	FY2014 Proposed Budget	Dollar Variance Budget FY 2013 to Budget FY 2014	Percent Variance Budget FY 2013 to Budget FY 2014
<b>INCOME AND FUNDS AVAILABLE</b>					
1 Support from Meetings	1,250,000	1,236,936	1,250,000	0	0.0%
2 Gifts of Support	20,000	18,693	28,400	8,400	42.0%
3 Annual Fund	450,000	451,041	450,000	0	0.0%
4 Contributions Income	1,720,000	1,706,670	1,728,400	8,400	0.5%
5 Investment Income	645,000	695,488	711,179	66,179	10.3%
6 Event and Service Fees	489,000	494,036	477,662	-11,338	-2.3%
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>2,854,000</b>	<b>2,896,194</b>	<b>2,917,241</b>	<b>63,241</b>	<b>2.2%</b>
<b>EXPENSES</b>					
8 Staff Expenses	1,509,736	1,454,216	1,581,400	71,664	4.7%
9 Volunteer Expenses	25,000	17,853	27,500	2,500	10.0%
10 Contributions to Others	24,200	27,525	34,200	10,000	41.3%
11 Event and Program	321,564	195,070	267,617	-53,947	-16.8%
12 Professional and Service Fees	70,400	76,434	79,700	9,300	13.2%
13 Printing and Postage	60,155	61,752	63,458	3,303	5.5%
14 Rent and Utilities	349,000	306,515	291,900	-57,100	-16.4%
15 Computer and Office Support	97,000	86,275	85,600	-11,400	-11.8%
16 Insurance and Maintenance	98,500	97,731	103,200	4,700	4.8%
17 Fixed Asset Depreciation	140,000	176,288	181,382	41,382	29.6%
18 <b>TOTAL EXPENSES</b>	<b>2,695,555</b>	<b>2,499,659</b>	<b>2,715,957</b>	<b>20,402</b>	<b>0.8%</b>
19 <b>NET INCOME ACCRUAL</b>	<b>158,445</b>	<b>396,535</b>	<b>201,284</b>	<b>42,839</b>	<b>27.0%</b>
20 General Secretary Transition	0	0	50,000	-50,000	NMF
21 Contingent Expense to close Burlington	21,245	0	0	21,245	NMF
22 <b>NET FUNDS AVAILABLE</b>	<b>137,200</b>	<b>396,535</b>	<b>151,284</b>	<b>14,084</b>	<b>10.3%</b>
23 <b>CASH ADJUSTMENTS</b>					
24 Bequest Committee Funds	34,800	34,800	39,000	4,200	12.1%
25 Reverse Depreciation	140,000	176,288	181,382	41,382	29.6%
26 Capital Reserve Investment	-140,000	-140,000	-140,000	0	0.0%
27 <b>NET FUNDS AVAILABLE</b>	<b>172,000</b>	<b>467,623</b>	<b>231,666</b>	<b>59,666</b>	<b>34.7%</b>
28 Uncertainty Reserve	172,000	172,000	172,000	0	0.0%
29 <b>NET FUNDS AFTER UNCERTAINTY RESERVE</b>	<b>0</b>	<b>295,623</b>	<b>59,666</b>	<b>59,666</b>	<b>NMF</b>
30 No. Full-time Equivalent Employees (FTEs)	19.8	19.8	20.3	0.50	2.5%
31 Average Total Expense per Month	224,630	208,305	226,330	1,700	0.8%

2014 Three (3) Year Budgets  
Unrestricted (General) Funds

Annual Sessions 2013

	FY 2013 June 30 Projected Outcome	FY 2014 June 30 Proposed Budget	September 30 Budget FY 2015	September 30 Budget FY 2016
<b>INCOME AND FUNDS AVAILABLE</b>				
1 Support from Meetings	1,236,936	1,250,000	1,250,000	1,250,000
2 Gifts of Support	18,693	28,400	28,400	28,400
3 Annual Fund	451,041	450,000	450,000	450,000
4 Contributions Income	1,706,670	1,728,400	1,728,400	1,728,400
5 Investment Income	695,488	711,179	711,180	711,180
6 Event and Service Fees	494,036	477,662	482,439	487,745
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>2,896,194</b>	<b>2,917,241</b>	<b>2,922,019</b>	<b>2,927,325</b>
<b>EXPENSES</b>				
8 Staff Expenses	1,454,216	1,581,400	1,608,547	1,636,972
9 Volunteer Expenses	17,853	27,500	28,325	29,175
10 Contributions to Others	27,525	34,200	34,200	34,200
11 Event and Program	195,070	267,617	275,646	283,915
12 Professional and Service Fees	76,434	79,700	82,091	84,554
13 Printing and Postage	61,752	63,458	65,362	67,323
14 Rent and Utilities	306,515	291,900	271,817	279,972
15 Computer and Office Support	86,275	85,600	88,168	90,813
16 Insurance and Maintenance	97,731	103,200	91,876	94,632
17 Fixed Asset Depreciation	176,288	181,382	108,415	108,415
18 <b>TOTAL EXPENSES</b>	<b>2,499,659</b>	<b>2,715,957</b>	<b>2,654,446</b>	<b>2,709,970</b>
19 <b>NET INCOME ACCRUAL</b>	<b>396,535</b>	<b>201,284</b>	<b>267,572</b>	<b>217,356</b>
20 General Secretary Transition	0	50,000	0	0
21 <b>NET INCOME ACCRUAL</b>	<b>396,535</b>	<b>151,284</b>	<b>267,572</b>	<b>217,356</b>
<b>CASH ADJUSTMENTS</b>				
22 Bequest Committee Funds	34,800	39,000	39,000	39,000
23 Reverse Depreciation	176,288	181,382	108,415	108,415
24 Capital Reserve Investment	-140,000	-140,000	-140,000	-140,000
25 <b>NET FUNDS AVAILABLE</b>	<b>467,623</b>	<b>231,666</b>	<b>274,987</b>	<b>224,771</b>
26 Uncertainty Reserve	172,000	172,000	172,000	172,000
27 <b>NET FUNDS AFTER UNCERTAINTY RESERVE</b>	<b>295,623</b>	<b>59,666</b>	<b>102,987</b>	<b>52,771</b>
28 Average Total Expense per Month	208,305	226,330	221,204	225,831
29 No. Full-time Equivalent Employees (FTEs)	19.8	20.3	20.3	20.3

## Proposed Budget

## Unrestricted (General) Funds

	FY 2013 July/Aug/Sept 2012 Actual	FY 2014 July/Aug/Sept 2013 Proposed Budget	FY 2014 Short Year July/Aug/Sept 2014 Proposed Budget	Notes/Comments
<b>INCOME AND FUNDS AVAILABLE</b>				
1 Support from Meetings	57,608	58,000	58,000	
2 Gifts of Support	2,826	3,100	3,100	
3 Annual Fund	11,861	12,000	12,000	
4 Contributions Income	72,295	73,100	73,100	Contributions income expected similar across all three periods
5 Investment Income	95,462	75,000	75,000	Higher in September 2012 because of an additional 3rd party trust distribution
6 Event and Service Fees	58,938	91,400	91,400	Lower in July 2012 because of non-residential Annual Sessions in Philadelphia
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>226,695</b>	<b>239,500</b>	<b>239,500</b>	<b>September is a low-income quarter, accounting for about 10% of annual income</b>
<b>EXPENSES</b>				
8 Staff Expenses	363,011	383,089	393,975	
9 Volunteer Expenses	2,510	2,100	2,100	
10 Contributions to Others	19,700	18,250	18,250	Annual gifts to outside organizations like FGC, AFSC, etc.
11 Event and Program	48,593	134,000	134,000	Lower in July 2012 because of non-residential Annual Sessions in Philadelphia
12 Professional and Service Fees	18,914	19,000	19,000	One-time expenses for change to new fiscal year are shown below
13 Printing and Postage	8,022	6,900	6,900	
14 Rent and Utilities	72,621	69,700	61,700	No general funds for Burlington MH after June 30, 2014
15 Computer and Office Support	21,992	21,125	21,125	
16 Insurance and Maintenance	26,855	28,300	19,300	No general funds for Burlington MH after June 30, 2014
17 Fixed Asset Depreciation	44,057	45,345	28,345	No depreciation expense for Burlington MH after June 30, 2014
18 <b>TOTAL EXPENSES</b>	<b>626,275</b>	<b>727,809</b>	<b>704,695</b>	<b>September quarter expenses account for approximately 25% of annual expenses</b>
19 <b>NET INCOME ACCRUAL</b>	<b>-399,580</b>	<b>-488,309</b>	<b>-465,195</b>	Shortfall before one-time expenses and cash adjustments
20 General Secretary Transition	0	0	25,000	Potential one-time transition expenses budgeted for summer of 2014
21 Audit, Software, Accounting expense	0	0	32,610	Potential one-time expenses for change to new fiscal year budgeted for summer of 2014
22 <b>NET INCOME ACCRUAL</b>	<b>-399,580</b>	<b>-488,309</b>	<b>-522,805</b>	
<b>CASH ADJUSTMENTS</b>				
23 Bequest Committee Funds	0	0	0	
24 Reverse Depreciation	-44,057	-45,345	-28,345	
25 Capital Reserve Investment	0	0	0	
26 <b>NET FUNDS AVAILABLE</b>	<b>-355,523</b>	<b>-442,964</b>	<b>-436,850</b>	September quarter shortfall is managed with surplus cash from high-income June quarter
27 Average Total Expense per Month	208,758	242,603	234,898	
28 No. Full-time Equivalent Employees (FTEs)	19.8	20.3	20.3	One-half position to be added to business office in early FY 2014

General Unrestricted Funds by Standing Committee										
Budget FY 2014	Education	General Services	Peace and Concerns	Support and Outreach	Worship and Care	Arch Street	Interim Meeting	Burlington	General Operations	Unrestricted Funds
INCOME AND FUNDS AVAILABLE										
Support from Meetings									1,250,000	1,250,000
Gifts of Support				400		8,000			20,000	28,400
Annual Fund									450,000	450,000
Investment Income		158							711,021	711,179
Event Fees & Service Fees	32,400	70,392		5,000	9,000	78,000			282,870	477,662
General Fund Allocation	24,350	131,700	12,000	78,500	9,275	142,406	51,500	114,967	-564,698	0
TOTAL FUNDS AVAILABLE	56,750	202,250	12,000	83,900	18,275	228,406	51,500	114,967	2,149,193	2,917,241

[illegible]

Restricted Funds by Standing Committee									
Budget FY 2014	Education	General Services	Peace and Concerns	Support and Outreach	Worship and Care	Arch Street	Interim Meeting	Burlington	Restricted Funds
<b>INCOME AND FUNDS AVAILABLE</b>									
Prior Year Unused Income	261,224	71,200	18,000	58,000	339,674		58,000		806,098
Gifts of Support					113,302				113,302
Annual Fund									
Investment Income	163,621	87,401	33,090	21,213	587,074			27,870	920,269
Event Fees & Service Fees	30,000				77,532				107,532
Transfers		3,500			-3,500				0
<b>TOTAL INCOME</b>	454,845	162,101	51,090	79,213	1,114,082	0	58,000	27,870	1,947,201

[illegible]



*Philadelphia Yearly Meeting in Annual Sessions*  
**FY 2014 PROPOSED BUDGET**  
**General (Unrestricted) Funds**  
**2014 BUDGET NOTES BY LINE ITEM**

**INCOME AND FUNDS AVAILABLE**

**Line 1, Support from Meetings**

Support from Meetings in FY2013 was 98.5% of budget. Budget for FY2014 remains at \$1.25 million.

**Line 2, Gifts of Support**

Budgeted at \$28,400, the Gifts of Support number includes \$20,000 in hard-to-predict bequests, as well as another \$8,400 in visitor contributions and interpretation sales at Arch Street, which were formerly combined with Event and Service Fees. Arch Street contributions and sales are used to offset Arch Street expenses.

**Line 3, Annual Fund**

Budget for the Annual Fund remains at \$450,000.

**Line 4, Contributions Income**

Contributions Income of represents approximately 60% of Total Funds Available in both FY 2014 and FY 2013.

**Line 5, Investment Income**

Unrestricted investment income flows into the General Fund. Investment Income is budgeted 10% higher, thanks to recent strong markets and Friends Fiduciary's reaching its target payout rate after a series of reductions. Investment Income represents approximately 24% of Total Funds Available.

**Line 6, Event and Service Fees**

Event and Service Fees represent approximately 16% of Total Funds Available. PYM generates fees from events and programs, from the use of buildings by outside groups and from an administrative fee applied to its restricted funds. Fee income is budgeted to decline 2.3% in FY 2014. The largest factor is PYM's decision not to charge program fees at Annual Sessions.

**Line 7, Total Funds Available**

PYM expects a 2.2% increase in Total Funds Available in FY 2014.

**EXPENSES**

**Line 8, Staff Expenses**

Staff expenses include salary, benefits, taxes, pension costs, staff travel and training. The FY 2014 budget reflects a 2% cost of living increase, an additional one-half staff person in the PYM business office, and the probability of higher health insurance premiums in calendar 2014.

**Line 9, Volunteer Expenses**

Volunteer expenses ran lower than expected in FY 2013. FY 2014 is budgeted at a more normal level.

**Line 10, Contributions to Others**

This represents contributions made to outside organizations with general funds.

**Line 11, Event and Program**

These costs relate to PYM programs and events, such as Annual Sessions, Thread Gatherings and workshops. They cover, for example, speaker and workshop leader fees, speech-to-text, program materials, buses, etc. The category also includes publications such as *PYM Today*.

**Line 12, Professional and Service Fees**

The largest expense here is PYM's annual audit. The line also includes fees for payroll services, bank services, credit card processing and legal work. In January 2013, Interim Meeting approved the use of a new consultant to support the Long Range Planning Group. That cost has been split between FY 2013 and FY 2014.

**Line 13, Printing and Postage**

Costs are budgeted higher, in line with the projected outcome for FY 2013. Taking a longer view, costs have been relatively flat, thanks to greater use of electronic communications.

**Line 14, Rent and Utilities**

The FY 2014 budget anticipates a reduction in these expenses. PYM occupies less space in Friends Center today and the relinquished space was rented to other tenants. As approved by the May 2013 Interim Meeting, the category includes utilities for the Burlington Meeting House through June 30, 2014.

**Line 15, Computer and Office Support**

Includes PYM computer support provided by AFSC, annual computer licenses and routine accounting software support.

## **FY 2014 BUDGET NOTES BY LINE ITEM, Page 3**

### **Line 16, Insurance and Maintenance**

Includes property and liability insurance and maintenance contracts for cleaning, equipment and grounds. As approved by the May 2013 Interim Meeting, the category includes insurance and maintenance for the Burlington Meeting House through June 30, 2014.

### **Line 17, Fixed Asset Depreciation**

Calculated from depreciation schedules. As approved by the May 2013 Interim Meeting, the category includes depreciation for the Burlington Meeting House through June 30, 2014.

### **Line 18, Total Expenses**

PYM expects a less than 1% increase in Total Expenses in FY 2014.

### **Line 19, Net Income Accrual**

Net Income Accrual is income before any one-time expenses.

### **Line 20, General Secretary Transition**

An allowance for potential expenses pertaining to the search for a new General Secretary.

### **Line 21, Contingent Expense to Close Burlington**

A potential one-time expense for FY 2013 put into the budget before the Burlington Transition Committee was formed. These funds were not used.

### **Line 22, Net Funds Available**

PYM's Net Income before cash adjustments and reserves.

### **Line 23, Cash Adjustments**

Cash Adjustments cover cash items and transfers among funds on PYM's balance sheet. The items provide additional information regarding cash flow.

### **Line 24, Bequest Committee Funds**

Each year PYM liquidates 25% of the investments in the Bequest Pool and uses it for general purposes. In accounting terms, it is a cash transfer on PYM's balance sheet.

### **Line 25, Reverse Depreciation**

Fixed Income Depreciation in Line 17 is a non-cash expense. Here it is added back in to give a more complete cash flow picture.

### **Line 26, Capital Reserve Investment**

In FY 2013, PYM made a cash contribution of \$140,000 to the Capital Reserve Fund. Another contribution of the same amount is budgeted for FY 2014. Again, this included to provide additional information regarding cash flow.

## **FY 2014 BUDGET NOTES BY LINE ITEM, Page 4**

### **Line 27, Net Funds Available**

Net Funds Available represents net funds available before the Uncertainty Reserve.

### **Line 28, Uncertainty Reserve**

The Uncertainty Reserve of \$172,000 represents 10% of budgeted Contributions Income of \$1.72 million. The reserve "pre-funds" any potential shortfall in budgeted income. It is a form of insurance, protecting against the necessity of cutting expenses on short notice should income not meet expectations.

### **Line 29, Net Funds after Uncertainty Reserve**

In FY 2013, this number was budgeted at zero. The Projected Outcome indicates that none of the Uncertainty Reserve was used and that PYM may expect positive net funds of at least this amount.

**333<sup>rd</sup> Annual Sessions  
Philadelphia Yearly Meeting  
Held at Muhlenberg College, Allentown, PA  
Friday, July 26, 2013 - Afternoon**

The 2013 Annual Sessions of Philadelphia Yearly Meeting of the Religious Society of Friends convened Friday afternoon, July 26, 2013 at 4:00 p.m. in the Seegers Union Building of Muhlenberg College, Allentown, PA. The announced theme of our 2013 Sessions is "Gathering Together Our Past, Our Presence, and Our Future."

The afternoon session began with a period of silent worship.

New visitors were introduced. The first was Emma Condori, Batallas Monthly Meeting in La Paz, Bolivia, Amigo Santidad Yearly Meeting. A Friend introduced Friend Ruben Maydana Torres, Golgotha Monthly Meeting in La Paz, Bolivia, part of the National Evangelical Friends Church, and Benigno Sanchez Eppler, of Northhampton Meeting, New England Yearly Meeting, who brought a letter of traveling ministry from Friends World Committee for Consultation. They spoke movingly of the Light that shines through us and those in Bolivia and Peru. They seek to encourage participation by U. S., Canadian, and European Young Friends to visit Bolivia and Peru through the Quaker Youth Pilgrimage in 2014. A minute of welcome will be endorsed on Sunday.

Minutes of the morning session were then read by Recording Clerk, David Rose. Corrections were suggested and the minutes were approved.

1. Friends returned to complete work on the Budget (*FY 14 Budget and Notes attached*). Ron Ploeg (Willistown MM) Treasurer, and Andrew Anderson (MM Friends of Philadelphia) Clerk of Financial Stewardship, returned to the podium to receive clarifying questions.

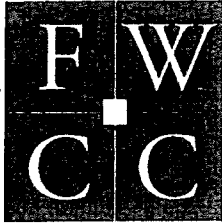
Following those questions, **Friends approved the budget and the short three-month budget.** Friends received the Treasurers' Report (*Treasurer's Report attached*) and expressed their gratitude to the Financial Stewardship Committee, the Treasurer, and the Financial Oversight Working Group.

2. Arthur M. Larrabee (Central Philadelphia MM), General Secretary, presented his report (General Secretary's Report attached).

Friends thanked Arthur for his work as General Secretary. One Friend asked that this informative report be given earlier in Sessions. One reminded us and the Search Committee that we cannot predict what circumstances will arise during a General Secretary's term. Arthur's ability to capture the sense of the meeting is another quality we should look for in our search. One Friend thanked Arthur for calling us into greater community during his tenure and his hope that we can do more of that. Another Friend thanked Arthur for his energy and his ability to enable and empower others to take leadership. Clerk also expressed her gratitude to Arthur and encouraged Friends to meet with Arthur personally to express their gratitude.

3. The Clerk reminded us that we received a prayer request at the opening session and asked that we extend the meeting five minutes to answer that request. Friends approved. She added that Exeter Meeting and Schuykill Meeting have both experienced deaths. An accident at Exeter resulted in the passing of a visiting child. Friends were asked to hold all those families in the Light. A period of worship followed. We received another request to hold a dying Friend and his family in the Light and did so. Clerk asked that we be tender with those Friends while we are in Sessions.

Respectfully submitted by  
Jane Keller, Recording Clerk



Friends World Committee  
for Consultation

SECTION OF THE AMERICAS

Comité Mundial de Consulta  
de los Amigos

SECCIÓN DE LAS AMÉRICAS

*We welcomed Ruben  
with open arms as he walked among  
Friends of Philadelphia Yearly  
Meeting at our 333rd Annual Session.  
We are grateful for his sharing of  
the light with him and his  
ministry among our youth.*

July 19, 2013

*In Peace,  
Cada Jackson  
Clerk, PYM  
Lewistown, 26, 201.*

To Friends everywhere:

We send you loving greetings from the Friends World Committee for Consultation Section of the Americas. We commend to you Ruben Clemente Maydana Torres who is traveling in the ministry among Friends in the Eastern United States in July and August. Ruben is a member in good standing of the Golgotha Friends Church in La Paz, part of the National Evangelical Friends Church (INELA) of Bolivia.

Ruben's leading to travel in the ministry to experience the worldwide family of Friends began in 2006 when he was introduced to an old FWCC pamphlet on the diversity of Friends. His interest and concern grew as he met international Friends traveling in his country in recent years, and led him to conclude that a greater understanding of the Religious Society of Friends would help to strengthen the Quaker identity of the Friends Church in Bolivia.

Ruben travels with the approval of his church and yearly meeting. For several years he was the president of the young adult Friends organization at the local and national level. As part of the national group, Ruben was instrumental in first raising the possibility of a Quaker Youth Pilgrimage coming to South America. That possibility has become a reality for next summer, 2014. Ruben is a key local organizer of the Pilgrimage and is enthusiastic about Bolivian and Peruvian Friends welcoming young Quakers from the Americas, Europe and the Middle East.

We also commend to you Benigno Sanchez Eppler, a member of Northampton Friends Meeting in New England Yearly Meeting. Benigno is one of the international ministers who has inspired older and younger generations of South American Friends, including Ruben, with his own concern for sharing Quaker history and for translating historical Quaker texts into Spanish. Benigno is a co-clerk of the FWCC Quaker Youth Pilgrimage committee. He has graciously offered to serve as Ruben's mentor and interpreter while he is in the United States. We are grateful for Benigno's service to Friends that spans the American continents.

In friendship,

Robin Mohr

*We welcome Ruben Clemente Maydana as he has  
travelled among us on July 24-25 and we are  
thankful for his leading to share his ministry  
among us with a particular concern and  
interest in our Young Friends.*

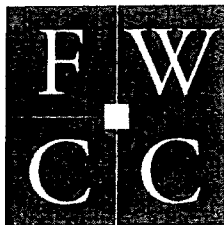
Executive Secretary  
For the Section of the Americas

*Presiding Clerk, NYYM  
7/25/13*

Friends Center  
1506 Race Street  
Philadelphia, PA 19102 USA

215. 241. 7250 tel  
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Friends World Committee  
for Consultation

SECTION OF THE AMERICAS

Comité Mundial de Consulta  
de los Amigos

SECCIÓN DE LAS AMÉRICAS

Friend Benigno was welcomed  
with open arms as he walked away  
Friends of Philadelphia Yearly Meeting  
at our 333rd Annual Session. He bridged  
the language challenges between us and  
Friend Ruben so that we would  
receive fully Friend Ruben's  
ministry. - for this we  
are thankful.

July 19, 2013

In Peace,  
Jocelyn Jackson

Chick Pym  
Dwight Moore  
26, 2013

To Friends everywhere:

We send you loving greetings from the Friends World Committee for Consultation Section of the Americas. We commend to you Ruben Clemente Maydana Torres who is traveling in the ministry among Friends in the Eastern United States in July and August. Ruben is a member in good standing of the Golgotha Friends Church in La Paz, part of the National Evangelical Friends Church (INELA) of Bolivia.

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In friendship,

Robin Mohr

Benigno Sanchez Eppler has traveled among us  
on July 24-25. We welcome his presence and  
are thankful that his care and companionship  
have made it possible for us to hear the  
ministry of Friend Ruben Clemente Maydana Torres.

Executive Secretary  
For the Section of the Americas

Jeffrey L. Hitchcock  
Presiding clerk, NYYM  
7/25/13

Friends Center  
1506 Race Street  
Philadelphia, PA 19102 USA

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**FY 2014 Proposed Budget  
Unrestricted (General) Funds**

Annual Sessions 2013

	FY 2013 Approved Budget	FY 2013 Projected Outcome	FY2014 Proposed Budget	Dollar Variance Budget FY 2013 to Budget FY 2014	Percent Variance Budget FY 2013 to Budget FY 2014
<b>INCOME AND FUNDS AVAILABLE</b>					
1 Support from Meetings	1,250,000	1,236,936	1,250,000	0	0.0%
2 Gifts of Support	20,000	18,693	28,400	8,400	42.0%
3 Annual Fund	450,000	451,041	450,000	0	0.0%
4 Contributions Income	1,720,000	1,706,670	1,728,400	8,400	0.5%
5 Investment Income	645,000	695,488	711,179	66,179	10.3%
6 Event and Service Fees	489,000	494,036	477,662	-11,338	-2.3%
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>2,854,000</b>	<b>2,896,194</b>	<b>2,917,241</b>	<b>63,241</b>	<b>2.2%</b>
<b>EXPENSES</b>					
8 Staff Expenses	1,509,736	1,454,216	1,581,400	71,664	4.7%
9 Volunteer Expenses	25,000	17,853	27,500	2,500	10.0%
10 Contributions to Others	24,200	27,525	34,200	10,000	41.3%
11 Event and Program	321,564	195,070	267,617	-53,947	-16.8%
12 Professional and Service Fees	70,400	76,434	79,700	9,300	13.2%
13 Printing and Postage	60,155	61,752	63,458	3,303	5.5%
14 Rent and Utilities	349,000	306,515	291,900	-57,100	-16.4%
15 Computer and Office Support	97,000	86,275	85,600	-11,400	-11.8%
16 Insurance and Maintenance	98,500	97,731	103,200	4,700	4.8%
17 Fixed Asset Depreciation	140,000	176,288	181,382	41,382	29.6%
18 <b>TOTAL EXPENSES</b>	<b>2,695,555</b>	<b>2,499,659</b>	<b>2,715,957</b>	<b>20,402</b>	<b>0.8%</b>
19 <b>NET INCOME ACCRUAL</b>	<b>158,445</b>	<b>396,535</b>	<b>201,284</b>	<b>42,839</b>	<b>27.0%</b>
20 General Secretary Transition	0	0	50,000	-50,000	NMF
21 Contingent Expense to close Burlington	21,245	0	0	21,245	NMF
22 <b>NET FUNDS AVAILABLE</b>	<b>137,200</b>	<b>396,535</b>	<b>151,284</b>	<b>14,084</b>	<b>10.3%</b>
<b>CASH ADJUSTMENTS</b>					
23 Bequest Committee Funds	34,800	34,800	39,000	4,200	12.1%
25 Reverse Depreciation	140,000	176,288	181,382	41,382	29.6%
26 Capital Reserve Investment	-140,000	-140,000	-140,000	0	0.0%
27 <b>NET FUNDS AVAILABLE</b>	<b>172,000</b>	<b>467,623</b>	<b>231,666</b>	<b>59,666</b>	<b>34.7%</b>
28 Uncertainty Reserve	172,000	172,000	172,000	0	0.0%
29 <b>NET FUNDS AFTER UNCERTAINTY RESERVE</b>	<b>0</b>	<b>295,623</b>	<b>59,666</b>	<b>59,666</b>	<b>NMF</b>
30 No. Full-time Equivalent Employees (FTEs)	19.8	19.8	20.3	0.50	2.5%
31 Average Total Expense per Month	224,630	208,305	226,330	1,700	0.8%

2014 Three (3) Year Budgets  
Unrestricted (General) Funds

Annual Sessions 2013

	FY 2013 June 30 Projected Outcome	FY 2014 June 30 Proposed Budget	September 30 Budget FY 2015	September 30 Budget FY 2016
<b>INCOME AND FUNDS AVAILABLE</b>				
1 Support from Meetings	1,236,936	1,250,000	1,250,000	1,250,000
2 Gifts of Support	18,693	28,400	28,400	28,400
3 Annual Fund	451,041	450,000	450,000	450,000
4 Contributions Income	1,706,670	1,728,400	1,728,400	1,728,400
5 Investment Income	695,488	711,179	711,180	711,180
6 Event and Service Fees	494,036	477,662	482,439	487,745
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>2,896,194</b>	<b>2,917,241</b>	<b>2,922,019</b>	<b>2,927,325</b>
<b>EXPENSES</b>				
8 Staff Expenses	1,454,216	1,581,400	1,608,547	1,636,972
9 Volunteer Expenses	17,853	27,500	28,325	29,175
10 Contributions to Others	27,525	34,200	34,200	34,200
11 Event and Program	195,070	267,617	275,646	283,915
12 Professional and Service Fees	76,434	79,700	82,091	84,554
13 Printing and Postage	61,752	63,458	65,362	67,323
14 Rent and Utilities	306,515	291,900	271,817	279,972
15 Computer and Office Support	86,275	85,600	88,168	90,813
16 Insurance and Maintenance	97,731	103,200	91,876	94,632
17 Fixed Asset Depreciation	176,288	181,382	108,415	108,415
18 <b>TOTAL EXPENSES</b>	<b>2,499,659</b>	<b>2,715,957</b>	<b>2,654,446</b>	<b>2,709,970</b>
19 <b>NET INCOME ACCRUAL</b>	<b>396,535</b>	<b>201,284</b>	<b>267,572</b>	<b>217,356</b>
20 General Secretary Transition	0	50,000	0	0
21 <b>NET INCOME ACCRUAL</b>	<b>396,535</b>	<b>151,284</b>	<b>267,572</b>	<b>217,356</b>
<b>CASH ADJUSTMENTS</b>				
22 Bequest Committee Funds	34,800	39,000	39,000	39,000
23 Reverse Depreciation	176,288	181,382	108,415	108,415
24 Capital Reserve Investment	-140,000	-140,000	-140,000	-140,000
25 <b>NET FUNDS AVAILABLE</b>	<b>467,623</b>	<b>231,666</b>	<b>274,987</b>	<b>224,771</b>
26 Uncertainty Reserve	172,000	172,000	172,000	172,000
27 <b>NET FUNDS AFTER UNCERTAINTY RESERVE</b>	<b>295,623</b>	<b>59,666</b>	<b>102,987</b>	<b>52,771</b>
28 Average Total Expense per Month	208,305	226,330	221,204	225,831
29 No. Full-time Equivalent Employees (FTEs)	19.8	20.3	20.3	20.3

	FY 2013 July/Aug/Sept 2012 Actual	FY 2014 July/Aug/Sept 2013 Proposed Budget	FY 2014 Short Year July/Aug/Sept 2014 Proposed Budget	Notes/Comments
<b>INCOME AND FUNDS AVAILABLE</b>				
1 Support from Meetings	57,608	58,000	58,000	
2 Gifts of Support	2,826	3,100	3,100	
3 Annual Fund	11,861	12,000	12,000	
4 Contributions Income	72,295	73,100	73,100	Contributions income expected similar across all three periods
5 Investment Income	95,462	75,000	75,000	Higher in September 2012 because of an additional 3rd party trust distribution
6 Event and Service Fees	58,938	91,400	91,400	Lower in July 2012 because of non-residential Annual Sessions in Philadelphia
7 <b>TOTAL FUNDS AVAILABLE</b>	<b>226,695</b>	<b>239,500</b>	<b>239,500</b>	<b>September is a low-income quarter, accounting for about 10% of annual income</b>
<b>EXPENSES</b>				
8 Staff Expenses	363,011	383,089	393,975	
9 Volunteer Expenses	2,510	2,100	2,100	
10 Contributions to Others	19,700	18,250	18,250	Annual gifts to outside organizations like FGC, AFSC, etc.
11 Event and Program	48,593	134,000	134,000	Lower in July 2012 because of non-residential Annual Sessions in Philadelphia
12 Professional and Service Fees	18,914	19,000	19,000	One-time expenses for change to new fiscal year are shown below
13 Printing and Postage	8,022	6,900	6,900	
14 Rent and Utilities	72,621	69,700	61,700	No general funds for Burlington MH after June 30, 2014
15 Computer and Office Support	21,992	21,125	21,125	
16 Insurance and Maintenance	26,855	28,300	19,300	No general funds for Burlington MH after June 30, 2014
17 Fixed Asset Depreciation	44,057	45,345	28,345	No depreciation expense for Burlington MH after June 30, 2014
18 <b>TOTAL EXPENSES</b>	<b>626,275</b>	<b>727,809</b>	<b>704,695</b>	<b>September quarter expenses account for approximately 25% of annual expenses</b>
19 <b>NET INCOME ACCRUAL</b>	<b>-399,580</b>	<b>-488,309</b>	<b>-465,195</b>	Shortfall before one-time expenses and cash adjustments
20 General Secretary Transition	0	0	25,000	Potential one-time transition expenses budgeted for summer of 2014
21 Audit, Software, Accounting expense	0	0	32,610	Potential one-time expenses for change to new fiscal year budgeted for summer of 2014
22 <b>NET INCOME ACCRUAL</b>	<b>-399,580</b>	<b>-488,309</b>	<b>-522,805</b>	
<b>CASH ADJUSTMENTS</b>				
23 Bequest Committee Funds	0	0	0	
24 Reverse Depreciation	-44,057	-45,345	-28,345	
25 Capital Reserve Investment	0	0	0	
26 <b>NET FUNDS AVAILABLE</b>	<b>-355,523</b>	<b>-442,964</b>	<b>-436,850</b>	September quarter shortfall is managed with surplus cash from high-income June quarter
27 Average Total Expense per Month	208,758	242,603	234,898	
28 No. Full-time Equivalent Employees (FTEs)	19.8	20.3	20.3	One-half position to be added to business office in early FY 2014

General Unrestricted Funds by Standing Committee										
Budget FY 2014	Education	General Services	Peace and Concerns	Support and Outreach	Worship and Care	Arch Street	Interim Meeting	Burlington	General Operations	Unrestricted Funds
INCOME AND FUNDS AVAILABLE										
Support from Meetings									1,250,000	1,250,000
Gifts of Support				400		8,000			20,000	28,400
Annual Fund									450,000	450,000
Investment Income		158							711,021	711,179
Event Fees & Service Fees	32,400	70,392		5,000	9,000	78,000			282,870	477,662
General Fund Allocation	24,350	131,700	12,000	78,500	9,275	142,406	51,500	114,967	-564,698	0
TOTAL FUNDS AVAILABLE	56,750	202,250	12,000	83,900	18,275	228,406	51,500	114,967	2,149,193	2,917,241

[illegible]

Restricted Funds by Standing Committee									
Budget FY 2014	Education	General Services	Peace and Concerns	Support and Outreach	Worship and Care	Arch Street	Interim Meeting	Burlington	Restricted Funds
<b>INCOME AND FUNDS AVAILABLE</b>									
Prior Year Unused Income	261,224	71,200	18,000	58,000	339,674		58,000		806,098
Gifts of Support					113,302				113,302
Annual Fund									
Investment Income	163,621	87,401	33,090	21,213	587,074			27,870	920,369
Event Fees & Service Fees	30,000				77,532				107,532
Transfers		3,500			-3,500				0
<b>TOTAL INCOME</b>	454,845	162,101	51,090	79,213	1,114,082	0	58,000	27,870	1,947,201
<b>EXPENSES</b>									
Staff Expenses					65,226				65,226
Volunteer expenses	200				1,900				2,100
Contributions to Others	139,000	84,197	18,457	29,344	551,738		10,000		832,736
Event and Program Expense	41,349	6,597	14,000	4,985	148,093		2,500		217,524
Professional & Service Fees									0
Printing and Postage					3,000				3,000
Rent & Utilities									0
Computer and Office Support					5,600				5,600
Insurance and Maintenance								27,870	27,870
Fixed Asset Depreciation									0
<b>TOTAL EXPENSES</b>	180,549	90,794	32,457	34,329	775,557	0	12,500	27,870	1,154,056
<b>INCOME LESS EXPENSES</b>	274,296	71,307	18,633	44,884	338,525	0	45,500	0	793,145

*Philadelphia Yearly Meeting in Annual Sessions*  
**FY 2014 PROPOSED BUDGET**  
**General (Unrestricted) Funds**  
**2014 BUDGET NOTES BY LINE ITEM**

**INCOME AND FUNDS AVAILABLE**

**Line 1, Support from Meetings**

Support from Meetings in FY2013 was 98.5% of budget. Budget for FY2014 remains at \$1.25 million.

**Line 2, Gifts of Support**

Budgeted at \$28,400, the Gifts of Support number includes \$20,000 in hard-to-predict bequests, as well as another \$8,400 in visitor contributions and interpretation sales at Arch Street, which were formerly combined with Event and Service Fees. Arch Street contributions and sales are used to offset Arch Street expenses.

**Line 3, Annual Fund**

Budget for the Annual Fund remains at \$450,000.

**Line 4, Contributions Income**

Contributions Income represents approximately 60% of Total Funds Available in both FY 2014 and FY 2013.

**Line 5, Investment Income**

Unrestricted investment income flows into the General Fund. Investment Income is budgeted 10% higher, thanks to recent strong markets and Friends Fiduciary's reaching its target payout rate after a series of reductions. Investment Income represents approximately 24% of Total Funds Available.

**Line 6, Event and Service Fees**

Event and Service Fees represent approximately 16% of Total Funds Available. PYM generates fees from events and programs, from the use of buildings by outside groups and from an administrative fee applied to its restricted funds. Fee income is budgeted to decline 2.3% in FY 2014. The largest factor is PYM's decision not to charge program fees at Annual Sessions.

**Line 7, Total Funds Available**

PYM expects a 2.2% increase in Total Funds Available in FY 2014.

## FY 2014 BUDGET NOTES BY LINE ITEM, Page 2

### **EXPENSES**

#### **Line 8, Staff Expenses**

Staff expenses include salary, benefits, taxes, pension costs, staff travel and training. The FY 2014 budget reflects a 2% cost of living increase, an additional one-half staff person in the PYM business office, and the probability of higher health insurance premiums in calendar 2014.

#### **Line 9, Volunteer Expenses**

Volunteer expenses ran lower than expected in FY 2013. FY 2014 is budgeted at a more normal level.

#### **Line 10, Contributions to Others**

This represents contributions made to outside organizations with general funds.

#### **Line 11, Event and Program**

These costs relate to PYM programs and events, such as Annual Sessions, Thread Gatherings and workshops. They cover, for example, speaker and workshop leader fees, speech-to-text, program materials, buses, etc. The category also includes publications such as *PYM Today*.

#### **Line 12, Professional and Service Fees**

The largest expense here is PYM's annual audit. The line also includes fees for payroll services, bank services, credit card processing and legal work. In January 2013, Interim Meeting approved the use of a new consultant to support the Long Range Planning Group. That cost has been split between FY 2013 and FY 2014.

#### **Line 13, Printing and Postage**

Costs are budgeted higher, in line with the projected outcome for FY 2013. Taking a longer view, costs have been relatively flat, thanks to greater use of electronic communications.

#### **Line 14, Rent and Utilities**

The FY 2014 budget anticipates a reduction in these expenses. PYM occupies less space in Friends Center today and the relinquished space was rented to other tenants. As approved by the May 2013 Interim Meeting, the category includes utilities for the Burlington Meeting House through June 30, 2014.

#### **Line 15, Computer and Office Support**

Includes PYM computer support provided by AFSC, annual computer licenses and routine accounting software support.

## **FY 2014 BUDGET NOTES BY LINE ITEM, Page 3**

### **Line 16, Insurance and Maintenance**

Includes property and liability insurance and maintenance contracts for cleaning, equipment and grounds. As approved by the May 2013 Interim Meeting, the category includes insurance and maintenance for the Burlington Meeting House through June 30, 2014.

### **Line 17, Fixed Asset Depreciation**

Calculated from depreciation schedules. As approved by the May 2013 Interim Meeting, the category includes depreciation for the Burlington Meeting House through June 30, 2014.

### **Line 18, Total Expenses**

PYM expects a less than 1% increase in Total Expenses in FY 2014.

### **Line 19, Net Income Accrual**

Net Income Accrual is income before any one-time expenses.

### **Line 20, General Secretary Transition**

An allowance for potential expenses pertaining to the search for a new General Secretary.

### **Line 21, Contingent Expense to Close Burlington**

A potential one-time expense for FY 2013 put into the budget before the Burlington Transition Committee was formed. These funds were not used.

### **Line 22, Net Funds Available**

PYM's Net Income before cash adjustments and reserves.

### **Line 23, Cash Adjustments**

Cash Adjustments cover cash items and transfers among funds on PYM's balance sheet. The items provide additional information regarding cash flow.

### **Line 24, Bequest Committee Funds**

Each year PYM liquidates 25% of the investments in the Bequest Pool and uses it for general purposes. In accounting terms, it is a cash transfer on PYM's balance sheet.

### **Line 25, Reverse Depreciation**

Fixed Income Depreciation in Line 17 is a non-cash expense. Here it is added back in to give a more complete cash flow picture.

### **Line 26, Capital Reserve Investment**

In FY 2013, PYM made a cash contribution of \$140,000 to the Capital Reserve Fund. Another contribution of the same amount is budgeted for FY 2014. Again, this included to provide additional information regarding cash flow.



**FY 2014 BUDGET NOTES BY LINE ITEM, Page 4**

**Line 27, Net Funds Available**

Net Funds Available represents net funds available before the Uncertainty Reserve.

**Line 28, Uncertainty Reserve**

The Uncertainty Reserve of \$172,000 represents 10% of budgeted Contributions Income of \$1.72 million. The reserve "pre-funds" any potential shortfall in budgeted income. It is a form of insurance, protecting against the necessity of cutting expenses on short notice should income not meet expectations.

**Line 29, Net Funds after Uncertainty Reserve**

In FY 2013, this number was budgeted at zero. The Projected Outcome indicates that none of the Uncertainty Reserve was used and that PYM may expect positive net funds of at least this amount.

# Treasurer's Report Fiscal Year Ending June 30, 2013

Ron Ploeg  
Willistown Monthly Meeting  
610-574-8150  
[rploeg@verizon.net](mailto:rploeg@verizon.net)



# FYE 2013 – Financial Highlights

- **Balanced and sustainable budget (3 year horizon) –** approved last year at Annual Sessions
- **Second year of cash surpluses – regaining lost ground after austerity measures**
  - Last fiscal year: Unrestricted cash surplus of \$508,793
    - FOWG February 2013 established \$200,000 “impressed balance” in operating account using surplus to help manage cash flow
  - This fiscal year: Unrestricted cash surplus of \$466,910 (preliminary)
    - After final audit report at end of each year, review cash flow projections and make a conscious decision on disposition of accumulated surplus (prepare for rising costs as income remains flat, consider repaying drawn-down investments, etc.)
- **Fiscal year change approved** (budget approvals at annual sessions BEFORE start of each fiscal year)
  - Short bridge period from July – September 2013
  - Future fiscal years October – September

# Preliminary Financial Results FYE 2013

	Current YTD 06/30/2013	Budget 2013	FY 2013	Variance to Budget FY2013	% Actual to Budget	
<b>Support &amp; Revenue</b>						
Support From Meetings	1,236,936		1,250,000	(13,064)	99.0%	Covenant income below budget \$13,064
Gifts of Support	18,693		20,000	(1,307)	99.5%	
Annual Fund	451,041		450,000	1,041	100.2%	Annual fund above budget but less than last year \$468,638
Event and Service Fees	494,036		489,000	5,036	101.0%	
Interest and Income from Investments	695,488		645,000	50,488	107.8%	
Departmental Transfers			0	0	0.0%	
<b>Total Support &amp; Revenue</b>	2,896,194		2,854,000	42,194	101.5%	Investment income above budget
<b>Expenses</b>						
Staff Expenses	1,450,758		1,509,852	(59,094)	96.1%	
Volunteer Expense	17,853		25,000	(7,147)	71.4%	Benefits cost increases less than expected
Contributions to Others	27,525		24,200	3,325	113.7%	
Events and Program Expense	195,070		321,448	(126,378)	60.7%	Events and program below budget
Professional and Service Fees	76,434		70,400	6,034	108.6%	
Copying, Printing and Postage	61,752		60,155	1,597	102.7%	
Rent and Utilities	306,515		349,000	(42,485)	87.8%	
Computer and Office Support	86,275		97,066	(10,725)	88.9%	
Insurance and Maintenance	97,731		98,500	(769)	99.2%	
Depreciation	176,288		140,000	36,288	125.9%	Friends Center rent below budget
<b>Total Expenses</b>	2,496,201		2,695,555	(199,354)	92.6%	
Non Ordinary Income - Bequests	34,087		0	-	na	
Non Ordinary Expense - Severance	3,458		231,221		na	
Net Fund Balance YTD	430,622		(72,776)		na	
PLUS Depreciation not transferred	36,288					
<b>CASH SURPLUS (Preliminary)</b>	<b>466,910</b>					Cash surplus (preliminary)

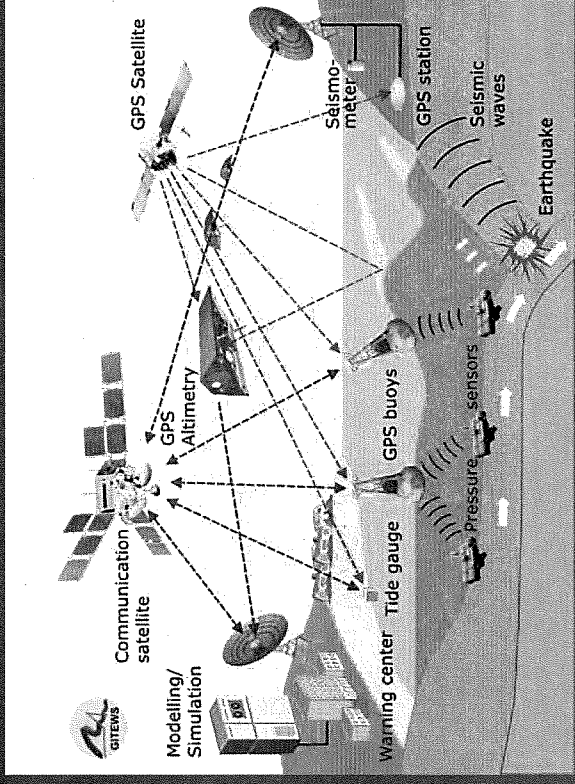


# Looking Back: Caught by Surprise





# Looking Ahead: Early Detection & Response



## Sensors and Guard Devices

- ✓ Physical barriers (separate accounts)
- ✓ Sustainable budgets (3 year horizon)
- ✓ Show reserve accts on balance sheet
- Cash flow reports – unrestricted accts

## Monitoring Processes

- ✓ Treasurer authorizations for transfers
- Monitoring reserve accounts (FOWG)
- Cash flow plans as part of budgeting
- and mid-year forecasting (FSC)

... TO MAKE SURE IT DOESN'T HAPPEN AGAIN!



# Administrative Burden – 67 Funds

ACCOUNT	MKT VALUE DEC 31, 2012
Adelphi School Fund	\$180,420
Almwell School Fund	\$215,843
Richard DeCoo Trust- 80% to PYM	\$992,846
Anna Gray Morris Fund	\$453,040
Mary Pusey Trust	\$787,633
#4 Anna T. Jones/Joseph Jones	\$1,308,671
#5 Anna T. Jones/Joseph Jones	\$1,910,736
Rebecca C. Lippincott Fund	\$65,973
E. Harris Michener	\$257,343
Older Friends Fund	\$201,516
St. George's & St. Vincent Fund	\$11,233
J. Schlesinger Fund	\$153,748
Henrietta Stewart Smith Fund	\$187,336
Strohbarck Fund	\$326,226
Mary Thomas Fund	\$90,781
Albertson Fund	\$1,226,942
Lida W. Van Iderstine Fund	\$59,676
Ralph Williamson Fund	\$645,349
Dorothy Cowles Fund	\$237,259
Greenleaf Restricted Fund	\$8,637,703
Fritz & Florence Podlitz	\$164,853
Richard Cadbury Fund	\$397,443
Mary D. Gray Fund	\$26,866
Wm. Y. Inouye Fund	\$445,768
#1 Anna T. Jones-Disabled Women	\$297,918
#2 Anna T. Jones-Hospitals/Infirm	\$611,192
#3 Anna T. Jones-Stepdy Farm	\$749,474
Burlington Meeting House Endowment Fund	\$623,955
George F. Drayton Fund	\$15,514
General Fund (BMH)	\$153,229
General Fund (BMH)	\$16,946
Natalie Clifford Barney Fund	\$854,408
Arlene Kelly LT Investment Fund	\$304,810
Trusts, Bequests, Etc.	\$14,438

ACCOUNT	MKT VALUE DEC 31, 2012
General Fund - Education	\$68,707
Mary Jones Fund	\$259,567
Samuel Jones-Educational Purposes	\$1,228,866
Sarah Corinne Partenhimer	\$84,727
Teacher's Retirement Fund	\$781,938
Truolod Fund	\$232,633
Virginia Drysdale Keeney	\$474,728
Jonathan Rhoads FCFIS	\$390,520
Mary Scherer Bequest Fund	\$234,384
Tyson Grant Fund	\$40,652
Charles Waller Fund - African Americans	\$42,518
Charles Waller Fund - Liberals	\$42,518
W. B. Caldwell-Jarvis for study, travel	\$13,299
Charleston Fund	\$113,547
Anna Laura Davis Fund	\$92,039
#1 Fund Restricted (and Outreach)	\$134,191
#2 Fund Restricted (and Outreach)	\$42,788
#3 Fund Restricted (and Outreach)	\$15,938
David Scall Fund	\$41,706
John Way Fund	\$34,319
Donating to Non-Friends-Books	\$2,259
Friends Writings	\$89,620
Jameson Friends - Publications	\$7,767
W. B. Caldwell-Jarvis Fund	\$8,596
Ridgeview Bequest	\$101,025
Benjamin Thomas & Haley Yarnick Memorial Fund	\$43,668
Frank M. Schubley Trust	\$427,470
TOTAL	\$29,385,256

67 funds, of which:

- 40 have value less than \$250,000
- 27 have value less than \$100,000
- 18 have value less than \$50,000
- 9 have value less than \$25,000

## "OPPORTUNITY COST"

Time, energy, money spent administering funds is not available for other purposes

## SUGGESTIONS TO REDUCE COSTS

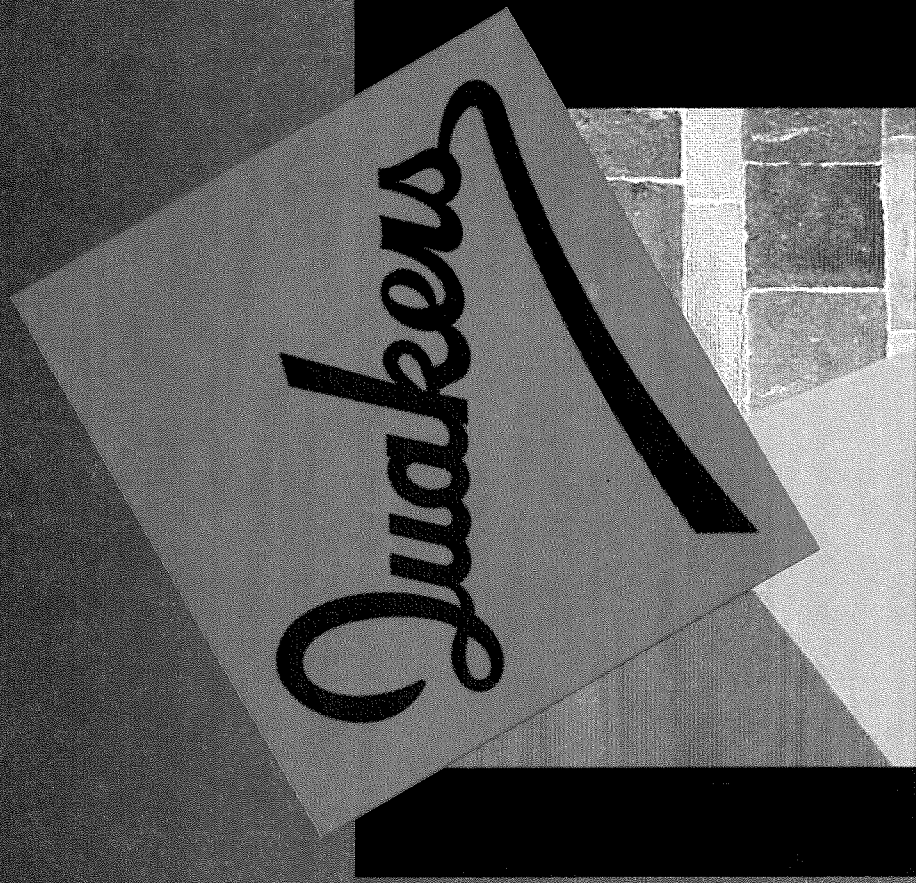
- Consolidate existing funds
- Establish policies on new funds



# The Goal: Solid financial foundation for growth & nurturing



We have come a long way !  
... but we need good habits  
to protect our future





Philadelphia Yearly Meeting  
**General Secretary's Report**  
July 26, 2013

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It is my pleasure to report to the Yearly Meeting on my work and the work of staff over the last twelve months.

If my report were to have a subtitle, there is no question that it would be this: "What a difference a year makes!"

**Toward A New Normal**

Does anyone remember how many of us were feeling a year ago at this time? Optimistic, yes, but we had come through a tough time. You may remember that we were just emerging from a financial crisis. To do so, we had drawn down reserves and used unrestricted endowment funds. We had laid off 20 staff members over the preceding two years. We had experienced upset and tension within the PYM community related to the crisis and although we believed that the great storm was over, it was still very fresh in our minds. I said in my General Secretary's report of a year ago, "Without a doubt ...managing PYM's downsizing over the last two years ...has been the most significant challenge of my professional career."

But what a difference a year makes. When people ask me how things are going at the Yearly Meeting all I can think to say is that I'm beginning to feel normal- knock on wood. My report this year is to share highlights of the journey we've been on together these last twelve months as we have moved away from a crisis consciousness toward a new normal. There is good news.

**What Have We Accomplished Together?**

Listen to what has happened this year, and join with me in celebrating what we have accomplished together:

We had a financial surplus at the end of the last fiscal year and we have a surplus for the fiscal year just ending.

There have been no staff layoffs this year and we haven't even talked about the possibility.

We have been able to restore work hours for two employees whose time had been reduced from full time during the crisis.

The new budget for FY 2014 was developed without difficulty.

The Annual Fund came in on goal.

Covenant income from meetings came in very close to budget.

The long range planning process got off the ground and made good progress.

A new youth program staffing pattern has emerged which is more integrated and stronger than has been our past experience.

The Thread Program was launched.

We have a new website

A volunteer program has been developing.

Plans for the future use of the Burlington Meeting House were developed with good-will and optimism.

The Arch Street Meeting House Preservation Trust was launched, its board of trustees was appointed and two meetings have taken place.

A Privacy Policy was adopted.

We have a revised publication of a booklet that describes the programs and events of the Yearly Meeting.

We have a new venue for annual sessions which seems, so far, to address some of the concerns about previous venues.

And finally, a persistent feeling of unsettledness and stress which had been a hovering cloud for several years has dissipated.

It has been a good year.

What I have shared is the big picture. Some of the work I have mentioned is primarily the responsibility of committees, some of it is primarily the responsibility of staff. In some of the work I have had a major role and in other aspects I have had a minor role. Taken as whole it is work we have accomplished together and it is exciting for me to gather it together and to report it all in the same place.

I know there is still work to be done; we have not reached the promised land, but let's celebrate, for now, the good stuff that has happened this year.

Having shared the big picture and its impact on staff this year, I would now like to lift up eight of the highlights I've just mentioned and to look at them with you in a little more detail.

## **Youth Program Staffing**

This year a new youth program staffing pattern has emerged which is more integrated and we believe stronger than has been the case previously. Even before the financial crisis, there had been some rethinking of our program, but the financial situation paved the way for change to happen sooner.

Formerly, the Yearly Meeting had four separate programs, each targeted to an age group: Children's Spiritual Life, Middle School Friends, Young Friends (meaning high school) and Young Adult Friends. Now, instead of four programs, we have one program with four branches. Instead of four silos, we now have just one barn; staff function as a team in support of the whole program, not just their own portion of it. Each staff member continues to have an area of primary responsibility, but there is a sense of mutual support and shared responsibility for the whole. The team has been dubbed the "Youth Squad."

There are financial and logistical advantages to this approach. All branches of the youth program share resources; communications are coordinated; logistically, templates are created for gathering and sharing information which can be used in any part of the integrated program.

There are also programmatic advantages. The program seeks to build skills from one age group to another with an awareness of scope and sequence. The Youth Squad, working together, makes it easier for the work of each stage to be built on the work of the previous one. For example, younger children are introduced to the concepts of Quaker process and continuing revelation. They used this process in exploring the question, "What is God's big idea for us?" Middle schoolers take clerking workshops. Young Friends are given expanded opportunities to clerk and manage the business of their community. Young Adult Friends manage their own community with logistical support from yearly meeting staff.

I want to acknowledge that of the four groups, staff support for Young Adult Friends is limited. The young adult staff position is only a 20%- or one day a week- position. We know this level of support is not adequate. For staffing purposes, we treat the Young Adult Friends program as part of our youth program, although we know that many in this age group would not identify that way.

## **Thread Program**

Last September, under the leadership of Christie Duncan-Tessmer, Associate Secretary for Program and Religious Life, we launched the Thread Program. It had been talked about at sessions last year, but it was then just in the planning stages. This program is another way in which staff have used the circumstance of reduced financial resources to create an exciting new program.

The Thread Program supports Friends at the monthly meeting level to learn from and support each other in areas of common interest.

When we look at monthly meetings, we find that most have areas of interest that include:

- Pastoral Care
- Peace and Social Concerns
- First Day School
- Communications
- Friends in Education
- Stewardship of Financial Resources
- Worship and Ministry

For the purposes of our PYM staff work, we are naming these areas of interest “threads.” For example, across our monthly meetings, we might talk about a pastoral care thread, a peace and social concerns thread, a religious life for young people thread and so on.

Within each thread, we bring people together in two ways.

First, we have created thread e-newsletters, each one speaking to a different thread; for example, a thread letter for pastoral care and a thread letter for peace and social concerns. Each thread letter comes out periodically, some five times a year and some twice a year.

The thread letters are designed to bring us together across monthly meetings, allowing us to share the work that we are engaged in, the wisdom among us and the resources that support us. Each thread letter targets those within our monthly meetings who are concerned with that particular topic. For example, the First Day School thread letter goes to clerks of first day school committees and any other contacts that we have in our database. Anyone may subscribe to any thread letter and they are free.

A second way to support areas of common interest is to have what we have called “thread gatherings.” These gatherings happen once a year for each thread. For example, a thread gathering for Friends in Education or a thread gathering for Stewardship of Financial Resources.

A thread gathering is an opportunity to increase the grounding and skills base of Friends around a particular program area. It offers an opportunity for Friends across the Yearly Meeting to come together in a shared sense of community and calling.

If you would like to be on the list to receive any or all of the thread letters please go to PYM’s website, [www.pym.org](http://www.pym.org) and sign up there.

## **Website**

We have a new website which we launched in February of this year. It was a major undertaking by staff, led by Martin Reber, our Director of Communications and Naman Hampton, our Web Manager.

The major impetus for the new website included making it easier for web visitors to find what they are looking for, easier for staff & volunteers to manage content, greater security and to reduce expenses.

To do this we archived the old Drupal web platform and completely redesigned our website using WordPress. Our work extended over many months and involved all staff members at one time or another in site design, page design and writing copy related to their areas of responsibility.

We devoted much energy and thought to discerning aspirations for our new website. These aspirations include:

- Expose the breadth & depth of the yearly meeting
- Be easy for visitors to find what they are looking for
- Enhance visitor experience, engagement & community connections
- Be visually appealing
- Be secure, internally & externally
- Utilize current website best practices for site design & management
- Enable staff & committees to easily manage their own content

Last fall, as staff worked closely with one another on developing the new website, it became palpable that working together toward a common goal was a healing experience, a community exercise of coming together. It helped us release and let go the stresses of the financial crisis and staff layoffs. Our work on the PYM website proved highly salutary for staff.

We have received many compliments on the design and usefulness of our new website but perhaps most heartwarming was that in May of this year, Naman Hampton discovered that Joshua Brown, a Quaker pastor in the mid-west, had done a comparative evaluation of the websites of 34 yearly meetings in North America plus Britain Yearly Meeting ... and declared Philadelphia Yearly Meeting's new website to be his "Editor's All-Round Favorite" and said in his review that it "Looks really professional and up to date; is visually and content rich ... has very good navigation ... and is program rich."

### **Volunteer Program**

This last year we have been developing a volunteer program. Tricia Coscia is PYM's Volunteer Coordinator as well as being our Annual Sessions Coordinator.

Tricia has been creating an infrastructure with which the Yearly Meeting can welcome and support volunteers. She works with the volunteers who serve as docents at the Arch Street Meeting House and those volunteering with the PYM library at Friends Center. She works to publicize volunteer opportunities.

This year one of our volunteers, Peter Lane, Westtown Meeting, has performed the very valuable service of collecting membership data and contact information from our monthly meetings. This is work that in the past would have been the responsibility of staff. Volunteers

have been helping with clerical and administrative tasks and some volunteers have been working from home.

### **Burlington Meeting House and Conference Center**

Last spring, toward the end of FY 2012, it was decided that the Yearly Meeting could no longer afford to maintain and operate the Burlington House facility. At that time, a "transition committee" undertook to explore the situation and to make proposals for the future use of the property. Later in the year, and on a parallel track, the three Trustees of the non-profit corporation which holds title to the meeting house, Burlington Meeting House, Inc., also took in an interest in exploring how they might be involved in the future of the meeting house.

In March and April, working with the Trustees and General Services Standing Committee, way opened for an agreement which was approved by Interim Meeting in May.

The agreement, in very brief outline, is as follows:

All legal arrangements currently in effective will remain in effect for the time being.

The Trustees are given authority to manage the property for four years.

After the income from endowment is applied, the Yearly Meeting will cover utility and maintenance expenses for one year, but the Trustees may retain any income earned.

After June 30, 2014, the trustees will cover all of the expenses as well as retain any revenue earned or raised.

After the fourth year of this experiment, we will re-evaluate.

It has been my experience that this arrangement has generated considerable good-will and optimism that a use can be found for the facility that will serve the City of Burlington and the Society of Friends under the care of members of our Yearly Meeting.

### **Arch Street Meeting House Preservation Trust**

Over a year ago, Interim Meeting approved the creation of a non-profit corporation to be known as the Arch Street Meeting House Preservation Trust. The purpose of the trust is two-fold: first to raise money for the maintenance and operation of the Arch Street Meeting House; second to be a creative force for thinking about how the meeting house can better serve the Yearly Meeting through outreach to the public and the interpretation of Quakerism.

It has taken some time for the board of trustees to be appointed but this has now happened and the first two meetings of the board have taken place. The idea of creating a preservation trust is one that has long been in the works and it is gratifying for it to come to fruition. The board is appointed by the Yearly Meeting on recommendations from our Nominating Committee and the bylaws require that two-thirds of its members be members of Philadelphia Yearly Meeting.

At its most recent meeting, Wally Evans was appointed clerk of the board.

### **Privacy Policy**

This year staff worked on and implemented a privacy policy with the leadership of our Director of Communications, Martin Reber. Privacy concerns have heightened significantly in laws, regulations and personal concern during the past few years and we are not immune to, or insulated from, that reality.

Meetings entrust us with their data and we want to be good stewards of members' information. Monthly and quarterly meetings are encouraged to provide the names and contact information (including email addresses) of members and attenders, membership status and other information to us. We need this information to support the work of our yearly meeting and to conduct business of our faith community.

Here are some of the things we do for which this information is important:

- Supporting the work of PYM committees, working groups and granting groups
- Publishing news and information of interest to meetings, members, attenders, seekers and the general public
- Invitations to yearly meeting programs and events such as the William Penn Lecture and youth gatherings
- Processing registrations for programs such as Annual Sessions
- Processing financial transactions
- Fundraising, including the Annual Fund
- Supporting the PYM website
- Developing membership statistics and analyses

Individuals and meetings want to know their information will be protected and not abused. As people in our Religious Society increasingly rely upon electronic communications it has become necessary to develop controls that protect individuals' information in the electronic world.

We want you to know that PYM staff take these issues seriously and we are committed to protecting the personal information entrusted to us.

The PYM Privacy Policy is available on the PYM Website.

### **Program and Events Booklet**

The very first question I remember being asked when I became General Secretary was, "What does the Yearly Meeting do?" I have been asked this question on a recurring basis. Sometime the question has been "What does the Yearly Meeting do for me, or for us, or for my meeting?"

Christie Duncan-Tessmer has provided us with one way to answer that question. At registration, each of you should have received a booklet entitled "Programs and Events of

Philadelphia Yearly Meeting.” If you didn’t get one, go back to the registration table. There’s a copy for everyone. It is a wonderful guide to the breadth and diversity of the programs and events planned for the coming year.

There’s a lot that happens within our Yearly Meeting and I, for one, have a hard time keeping track of it all. This booklet will help. There is no longer any excuse for saying, “I don’t know that the Yearly Meeting does?”

### **Conclusion**

At the beginning of my report, I suggested that we are in the process of finding our way to a new normal. There are different ways you can think about the word “normal.” One meaning of normal is “average.” That’s not where I want to go. I actually looked up the word normal and the definition I liked best was the one that said to be normal was to be free of any mental disorder; to be sane. That’s what I mean by a new normal; a condition where we are free of disorder and we are sane. Another way of thinking about normalcy is to imagine that it is a condition where we find ourselves to be in equilibrium.

On staff, we are finding a new equilibrium and I think it is true for the Yearly Meeting as a whole. It is an equilibrium where we have a smaller staff and we are learning to live with fewer resources, but being in a new equilibrium does not mean we have less enthusiasm or excitement for our work or for our faith community. There is nothing average about our new normal. Rather, it is our vision that we, PYM staff, will continue to provide extraordinary and Spirit-filled service to our Yearly Meeting, now and in the future.

Respectfully submitted,  
Arthur M. Larrabee



**333<sup>rd</sup> Annual Sessions**  
**Philadelphia Yearly Meeting**  
**Held at Muhlenberg College, Allentown, PA**  
**Saturday, July 27, 2013 - Morning Session**

The 2013 Annual Sessions of Philadelphia Yearly Meeting of the Religious Society of Friends convened Saturday morning, July 27, 2013 at 9:30 in the Seegers Union Building of Muhlenberg College, Allentown, PA. The announced theme of our 2013 Sessions is "Gathering Together Our Past, Our Presence, and Our Future."

At the appointed hour, we settled into worship. Then, at about 9:45, Clerk Jada Jackson (Trenton MM, Burlington Meeting House Worship Group) greeted us. Others at the table introduced themselves: Alternate Clerks Steve Olshevski (Radnor MM) and Sallie Jones (Birmingham MM), Recording Clerk Jim Herr (Lancaster MM), Assistant Recording Clerk Jane Keller (Pennsdale MM), and Arthur Larrabee (Central Philadelphia MM), General Secretary. Becky Tallarico was our speech-to-text provider. Standing Committee clerks stood and were recognized. Elders stood and were recognized.

Minutes from Friday afternoon session were read by Jane Keller, amended slightly, and approved.

1. Miyo Moriuchi (Chestnut Hill MM), Laura Melly (Chestnut Hill MM), and Zan Lombardo (Uwchlan MM) talked to us about Friends General Conference (FGC). We saw a short movie about the FGC Gathering. They then told us a bit about planning for next year's FGC Gathering, which will have the theme "Let love be the first motion" and held at California University, 35 miles south of Pittsburgh from June 29 to July 5, 2014. They urged us to attend.

2. Suzanne Day, clerk of the Long Range Planning Group, reminded us that we considered the progress of the Group at last year's sessions. She told us that the Group is spending their time listening, intending to create the Body's plan, not their own. Suzanne then read the Group's report (*Long Range Planning Group Report and Road Map 2013 attached*). After reading the section of the report on a vision for our future—what we hope to become, Suzanne sat down and we settled into worship. Clerk asked those who had provided input to the Long Range Planning Group to stand, and a large majority of those present did so. She then asked us to be direct and brief as we provide insights. A Friend encouraged the group to include focus groups with Young Adult Friends, Young Friends and Middle School Friends. He also asked the group to know what we offer each other, from children to those who have carried the YM for many, many years. A Friend asked the group to help us come to a clearly stated collective identity—who are we and what do we stand for? A Friend reminded us that the message has to be spread to the Monthly Meetings that work at the Yearly Meeting level is vital. At this point, rather than hearing the rest of the report, Clerk asked us to continue with comments about the vision as presented. A Friend expressed appreciation for the statement of the vision, which refers to the transforming power of

the divine. Another Friend asked for more brevity in the statement of vision, while another expressed appreciation for the complexity of the statement in dealing with a complex challenge. A Friend asked us to fully immerse ourselves in the Spirit as we pursue the strategic directions for PYM as the body gathered here. A Friend asked the Group to consider outreach in their directions. A Friend expressed appreciation that the Group lifts up Philadelphia Yearly Meeting as so much more than the 501(c)(3) organization. She also asked that the Long Range Planning Group interact with the search committee for a new General Secretary.

3. Ken Park (Providence MM) and the Sessions Planning Work Group provided some information about this year's sessions (*Sessions Planning Group Report attached*). He reminded us that the last time we had sessions in a residential setting, PYM had twice the staff, and he expressed great appreciation for the hard work of current staff and many volunteers. Reviewing the previous presentation, Ken reminded us that last year in Philadelphia we did not see nearly as much of each other or the children as we have this year. He reread the recommendation of the Group that future annual sessions be held during the summer in a campus setting that encompasses all our activities and enables the community to come together as a whole. Christopher Schanno (Springfield MM), children's session planning work group liaison, showed us that there is a dramatic drop in the number of children coming to sessions. Chris compared his experience as a parent of two young children last year to his experience this year and he expressed his feeling that families who experience sessions in a residential setting will return. Clerk reminded us that we have tried many things over ten years and now need to decide in what type of place we will have sessions in the future and at what time of year. We settled into worship. Clerk asked for clarifying questions. A Friend asked the group about financial considerations of the two versions. A member of the group admitted that the costs of a residential session are higher, but another told us that scholarships are readily available. Another Friend who uses a wheel chair expressed great appreciation for the residential setting. A Friend urged us to return to a business meeting in March, with community building at a residential session in the summer. Ken Park told us that holding sessions at Arch Street costs \$6,000 for auditory support alone, and holding two sessions is now beyond our financial capability. Another Friend told us that as we move to a residential location, we will be losing the vitality of the urban setting. Another urged us to consider this as a way to project a contemporary face, as opposed to the antique appearance of the Arch Street Meeting House. A Friend from Upper Susquehanna Quarter suggested we rotate from Quarter to Quarter. In response to a question about the reason for sessions in summer, Chris told us that it allows for the inclusion of children. A Friend asked for specific cost numbers comparing the city and the residential setting and we were told the expense is very similar for those who cannot commute. Noting the times this proposal has been presented, Clerk urged us into worship to ask if our hearts were clear. She then heard resounding approval for the recommendation from all those present. **We approved having future annual sessions during the summer on a campus.**

4. Joe Elliot (Providence MM) of the General Services Standing Committee, in giving a report of his Committee, started with the tremendous work and responsibility of the

Sessions Planning Work Group. Joe said his seven-page report would end up on the web page. The separation of the Burlington Meeting House from the Yearly Meeting has been very difficult but is moving forward successfully. Also under the General Services Standing Committee are fundraisers, FOWG, a personnel group, which decided to use the State means of unemployment insurance, and the record services group, which takes records and puts them in appropriate places. There are three granting groups. Joe said all of the people his Committee oversees are brilliant and he only has to remind himself to stay out of their way. Jada expressed great appreciation for the work of the GSSC and the General Secretary in their work with the Burlington Meeting House.

5. For the first time, we were finished before the children were ready and we settled into worship. The Young Friends and Middle School Friends joined us and also settled. And then the rest of the young people joined us with their usual energy and excitement. A Young Friend told us the group spent much of the morning discussing their business. Middle School Friends did one activity relating to each of the 6 concepts in SPICES, had a lot of fun, and did some business work. We then saw a video created by Stephen Dotson showing the work done by Junior Interim Meeting over the past two years following the children's summit of 2011. Today there was another children's summit to create a children's priority for the next two years. After over an hour of consideration, they arrived at this statement: "Make the world a better place by finding fun ways to care for specific environments so creatures living there can be healthy." Jada then gave a report to the young people of what we had done this morning and what we expect to do this afternoon.

We adjourned, intending to meet at 4:00 this afternoon.

Jim Herr, Recording Clerk  
Jane Keller, Assistant Recording Clerk

## Long Range Planning Group Report to Annual Sessions 2013

### **Progress Toward a Strategic Plan for Philadelphia Yearly Meeting for 2014-2019**

Philadelphia Yearly Meeting was founded in 1681 to provide assistance and oversight for the monthly meetings then established or in prospect in the middle Atlantic colonies. - Faith and Practice, p. 193

#### **Introduction**

The Long Range Planning Group of Philadelphia Yearly Meeting (LRPG) offers this progress report to PYM Friends in July, 2013. It is a work in progress and the LRPG sincerely solicits responses and suggestions. [NB: LRPG invites all who wish to engage with the ideas and proposals in this report to attend a discussion session facilitated by LRPG on Saturday afternoon at Annual Sessions during the period designated for “lunch and recreation.” Please check for time and location on site.]

In October, 2011, Interim Meeting established the LRPG and charged it to bring forward a plan which “defines and shines light on our shared direction, our unique mission, our vision for the future and our shared goals.”<sup>1</sup> This progress report reflects the listening and learning of the LRPG over the past 18 months. It builds on previous work and is for all Friends in the Yearly Meeting.

This report contains four main parts:

- an Introduction including background and a summary of our process
- four Insights and Observations, describing Philadelphia Yearly Meeting, which have emerged as important considerations
- a Vision, describing what LRPG has heard Friends in our Yearly Meeting yearn to become if we dedicate ourselves to our core purpose and implement strategic directions
- Strategic Directions, identifying commitments to which Philadelphia Yearly Meeting will dedicate itself for the next five years in order to achieve our Vision and which are informed by the Insights and Observations

LRPG requests the Yearly Meeting in Annual Sessions 2013 receive this progress report and consider whether it reflects the directions in which we are led so that LRPG might proceed with its work. Input from Sessions will contribute to the completion of the Strategic Plan for PYM for FY 2014-2019, which we hope to present for consideration at the November 2013 Interim Meeting.

#### Background

Over a number of years, concerns for PYM to enter into a long range planning process had been expressed without concrete action being taken. Finally, confronted with budget overruns and staff cutbacks, Friends at the PYM Annual Sessions of July 2011 asked for a long range planning committee. A charge was developed and thirteen Friends from six quarterly meetings began work in December, 2011 as the PYM Long Range Planning Group.

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<sup>1</sup> “Recommendation to Interim Meeting for a PYM Discernment and Planning Process, October 8, 2011” by the Ad-hoc Planning Process Proposal Group

## Summary of Our Process

In 2012, LRPG worked with a consultant to learn about strategic planning for faith communities and the context – opportunities and challenges – in which we are undertaking this planning work. We conducted 10 listening sessions across PYM from which hundreds of comments were gathered reflecting longings to simplify structure, to redirect focus to local meetings, to spend less money and attention on business and more on faith and practice, to be more engaged with the world, and to consider the future. LRPG did research on health of monthly meetings, demographics, finance, and organizational structure of our own and other yearly meetings.

Feeling the need for more directed work, LRPG engaged a new consultant in 2013 to facilitate our strategic planning process. We have since been harvesting pieces from our previous work and filling in missing pieces on the strategic planning road map. This road map has led LRPG to consider, “Who/What is PYM?”, “Where are we and how did we get here?”, “Where does PYM go next?” and “How does PYM get there?”.

On the route, LRPG has embraced a process of strategic thinking. Strategic thinking helps us look at ourselves objectively, recognize deficits and opportunities, propose course corrections and new directions and form strategies to achieve them. This is an ongoing process. There is a tension in our faith - inviting the leadership of the Spirit, while at the same time using the best of our human abilities - and we have found strategic thinking to be compatible with Spirit-led discernment.

In April 2013, LRPG gathered dozens of Friends of varied experience and demographics to do strategic thinking and discernment together at Arch Street Meeting House. Guided by our consultant, Friends identified important themes for both the community of meetings and the PYM organization and in small groups generated visions for the Yearly Meeting we feel called to become. In another exercise, the group identified possible strategic directions that need our attention if we are going to realize our future vision. Each small group focused on one possible strategic direction and drafted some potential objectives for achieving that end. LRPG has refined Strategic Directions from the planning conference and presents them later in this report.

Recently, LRPG has put articles in PYM Today and sent queries to Meetings via PYM’s electronic update to help members prepare to receive this report at Annual Sessions. LRPG hopes Friends will want to share the emerging Plan with their meetings; this report and others from LRPG can be found on the PYM website at <http://www.pym.org/long-range-planning-group/>.

## **Insights and Observations**

In our listening and planning work some insights have been in the background, and sometimes the foreground, of our conversations. The Vision and the Strategic Directions shared later in this report grow out of these observations:

- A. Our meetings and members need to be in relationship with each other, more so than is presently the case, relying less on staff than we have in the past. We need to hold each other responsible for bringing forth our capacities, our best wisdom, our expertise and all that we have to offer to one another as a regional Quaker community of meetings. Our PYM staff will have a role in helping the Yearly Meeting to form these networks of resourcefulness which would be organized around common needs and shared expertise.
- B. Our meetings and members need to articulate and forthrightly claim the distinctiveness and the gift that our Quaker message and practices have to offer contemporary seekers. The Quaker message has spoken to our condition, and we need not be complacent about it nor take it for granted, nor hide our

Quaker Light from the world in which we live. We need to create pathways for others to know us, find us and engage with us in local meetings and in other opportunities.

- C. We need to find new organizational forms that will allow us to a) act efficiently and effectively on key matters, b) provide clear lines of authority, responsibility and accountability, c) simplify the oversight of programs and services, d) provide corporate witness when a Quaker voice needs to be heard in response to the emerging and immediate social, justice and ecological concerns of our time.
- D. We need to call forth Friends from among us for intentional service as leaders. We need a) spiritual leaders, including clerks, traveling ministers and elders, who will ensure that we are stewarding a body of wisdom and practice that will be available to our meetings and committees and working groups as they nurture vital, diverse meetings, social witness and disciplines that connect us with the Divine; and b) leaders with experience and expertise to administer our central affairs with the responsibilities and authority that we entrust to them.

### **A Vision for our Future - What We Hope to Become**

Individually and as meetings, we witness to the transforming power of love and respond to the leadings of the Spirit with joy in word and deed. We live into our testimonies and work for a world where justice and peace prevail. We are grounded in our meetings for worship with silent and vocal ministry reflecting our yearning for and direct experience of the Divine. We are a community of visible, welcoming, diverse, multigenerational and vital local meetings and worship groups, united in shared understanding and shared practices described in our book of Faith and Practice. The organizational structures of our meetings are simple so that our primary bond may be to God.

Quarterly and regional meetings are thoughtfully planned spiritual gatherings which strengthen local meetings by sharing information and ideas and where leadings from the meetings may be tested and broad issues of common interest and concern may be advanced. We set the shape and direction of our Yearly Meeting through a periodic, Spirit-led strategic planning process which involves wide participation for assessment and re-vision and leads to strategic directions, programs and actions that are relevant to the needs and hopes of our community as well as relevant to the needs of the world, including future generations. We are effective in our unique purpose, but we do not work alone; we partner with other organizations to achieve common goals.

The PYM organization, established by the meetings, encourages and assists the meetings as they work with intention to achieve this vision. PYM employs staff and engages volunteers to develop programs, organize our annual and other gatherings, and manage our financial resources and property with transparency and integrity.

### **Strategic Directions for PYM, 2014-2019**

The Long Range Planning Group has found it helpful and realistic to think of PYM from two perspectives. There is the intentional, regional community of Friends in local meetings in four states and there is the not-for-profit organization based in Philadelphia, evolved over hundreds of years since it was established by the local meetings. The PYM community and its organization are one, but they have different responsibilities. The central organization does things the meetings cannot do for themselves and is given responsibility and authority to administer and manage specific functions on behalf of the community of meetings, which can be thought of as our centrally-managed work. Local meetings provide volunteers for leadership and committee work and the financial support for central staff which does administrative and program and property management work.

There is a symbiotic relationship between our community and our organization. The vitality of the local meetings and the vitality of the central body depend on intentional, regular, reciprocal interaction. Our Annual Sessions and Interim Meetings need to discern and to articulate with Divine guidance common purpose, vision

and goals to guide PYM as an organization and intentional community. This is why we are now engaged in planning as a process, and once we live into our first articulation of a five-year-plan, we will need to maintain periodic review, revision and recommitment of the members and meetings and staff as we experience new conditions and our community evolves.

The Long Range Planning Group recommends eight strategic directions for the next five years, three for the local meetings of PYM and five for the PYM organization. Strategic directions are long-term goals for PYM – the meetings and the organization; they say what we are called and committed to accomplish or strive to become.

In its work, LRPG developed a “Strategy Screen” which has been applied to each of the strategic directions below. Each of the recommended strategic directions must:

- align with our Quaker values and be as bold as God would have it be;
- be consistent with PYM’s purpose, uniquely PYM’s role or our role in partnership with others;
- be broadly inclusive by serving significant numbers;
- be within our capacity as PYM.

For each strategic direction, the completed Strategic Plan will include measurable objectives with action steps, will name who is responsible for each step, and will have dates for beginning and ending of actions. To be within our financial reach, our strategic planning will be done in concert with strategic budgeting. What we intend to do will also be realistic about what human resources it needs, both volunteer and staff.

**Strategic Directions for the Local Meetings** - As a regional community of Friends in 103 local meetings, Philadelphia Yearly Meeting is nourished by and also nourishes the vitality of its constituent meetings. The Yearly Meeting organization can encourage and assist; however, Friends’ experiences in their local meeting significantly shape their lives as Quakers.

Local Meetings in PYM will:

- 1 - nurture disciplines which develop and deepen connection with the Divine and nurture disciplines (practices) which shape Quaker worship, business, community life and witness;
- 2 - seek to be visible, welcoming, and nurturing faith communities that are multi-generational, diverse, and encouraging of gifts including leadership;
- 3 - increase Friends’ ability to affirm who we are as Quakers and to find ways to share our good news at Meeting, at home, and in the broader community.

**Strategic Directions for the PYM Organization** - Philadelphia Yearly Meeting, our not-for-profit organization based in Philadelphia, is responsible for the community’s centrally-managed work.

Philadelphia Yearly Meeting, the organization, will:

- 4 - simplify its governance and administrative structure for effective, agile, sustainable management, and exercise responsible oversight and administration of its staff, property and funds. Staff and programs will increasingly learn and respond to the needs of local meetings.

- 5 - draw together associated Friends for annual sessions and other gatherings where worship and business are conducted in good order, best practices are modeled, brilliant ideas are shared and voluntary leadership is nurtured.
- 6 - provide key functions to keep Friends connected such as updating and publishing Faith and Practice, utilizing current technologies for holding meetings, maintaining a comprehensive database, record keeping and sharing news both within our PYM community and with the wider world.
- 7 - organize around corporately selected witness(es) for meaningful impact in the world and further advance these witnesses through an active publicity program.
- 8 - partner with other yearly meetings, organizations and institutions to achieve common goals.

### **Summary and Conclusion**

This progress report from LRPG brings us to the summer of 2013; in the coming weeks LRPG expects to be working on action plans and steps for implementation. For now, LRPG asks, "Do these eight directions for Philadelphia Yearly Meeting, the local meetings and the organization, name the ways we are called and committed to going forward?"

We are aware that nostalgia is a healthy practice, and that adapting to change can be painful and making commitments toward the future takes courage and faith. LRPG will develop these strategic directions into strategies with action plans if the directions speak to our condition. Before our Yearly Meeting would be able to implement its strategic plan, a broad base of its membership will need to become engaged. As a Friend who has read this progress report, do you sense how important you are to shaping how PYM moves forward as an organization and how local meetings nurture religious life?

### **PYM Long Range Planning Group**

Suzanne R. Day, clerk; Westfield MM

[suzanne@riverfarm.org](mailto:suzanne@riverfarm.org)

John Hayden, Harrisburg MM

Laura Melly, Chestnut Hill MM

Richard Morse, Harrisburg MM

Mark Myers, London Grove MM

Tim Siftar, MM of Friends of Philadelphia

Andrew Thompson, West Philadelphia Worship Group

Jean Warrington, Chestnut Hill MM

and ex-officio members:

Christie Duncan-Tessmer, Chestnut Hill MM, Associate Secretary for Program and Religious Life

Arthur M. Larrabee, Central Philadelphia MM, General Secretary of PYM

Sallie B. Jones, Birmingham MM, PYM Alternate Clerk

Ron Ploeg, Willistown MM, PYM Treasurer



# PYM Long Range Planning Group - Road Map 2013,

*With prayerful and thoughtful discernment of what we have heard from Friends and where Spirit is leading us.*

<b>Phase One:</b> <i>Reviewing "What-Is"</i> <b>FOCUS:</b> <i>Who is Philadelphia Yearly Meeting?  Where is PYM now?  How did we get here?</i>	<b>Phase Two:</b> <i>Revisiting "What's Possible"</i> <b>FOCUS:</b> <i>What directions could PYM possibly go next that respond to our strategic issues and big questions?</i>	<b>Phase Three: Recomposing "What's Next"</b> <b>FOCUS:</b> <i>Composing the Plan</i>
<input type="checkbox"/> compose a statement of "current identity" <input type="checkbox"/> affirm core values and purpose <input type="checkbox"/> study organizational history — outline current business model with input from finance and development volunteers and staff; intention for early fall 2013 <input type="checkbox"/> understand and address "competing" commitments and organizations	<input type="checkbox"/> list and prioritize the current and future trends that can impact PYM's future <input type="checkbox"/> decide on PYM's big questions and big ideas; what is PYM called and committed to <input type="checkbox"/> determine the criteria strategies must address <input type="checkbox"/> articulate a future vision for PYM <input type="checkbox"/> hold an event with a cross-section of the Yearly Meeting which reviews "what is" and sets possible directions for the future	— test work-to-date at Annual Sessions and build on it — develop recommendation for organizational structure, processes and accountability — develop financial model(s) that support strategic directions — write a strategic plan, including proposal for organizational monitoring, accountability and planning — present plan to IM, PYM staff, etc.; target date November 9

## **Report from the Sessions Planning Work Group**

The Sessions Planning Work Group, under the auspices of the General Services Standing Committee, is in the process of planning the 2013 PYM Annual Sessions. This year's Sessions will be held at Muhlenberg College in Allentown, July 24- 28. The theme is ***Gathering Together Our Past, Our Presence, and Our Future***. We are very excited about our new residential setting for this year. The facilities will provide participants with new activities and endless opportunities for fellowship.

While doing our planning, the work group has also come under the weight of the charges given to us by the yearly meeting in 2010 and 2011. This includes the review of our recent experiment of rotating between a residential setting and Center City Philadelphia and recommending a long range plan.

### **History of the Experiment**

#### **1. The charge from 2010: A two year experiment**

##### **Taken from the Saturday, July 31, 2010 minutes, Annual Sessions 2010:**

Amy Ward Brimmer read a recommendation from the Committee to support the Clerk: (1) that Philadelphia Yearly Meeting meets once a year for annual session; (2) that locations alternate-one year in center city Philadelphia, the next on a campus setting; (3) that sessions be held as near as possible to the last week of July; and (4) that this schedule begin next year. There were many concerns expressed about coming back to DeSales; however, because of the need for enormous lead time, the planning group recommended returning next year. With approval for one annual session, the Clerk heard approval for a two-year experiment, meeting in the summer of 2011 here at DeSales University and in center city Philadelphia in July 2012.

#### **2. The charges from 2011: to hold Sessions on a campus in 2013, and to take up the issue of LGBTQ, and other equality concerns in some way.**

##### **Taken from Sunday, 7/30/11 minutes, Annual Sessions 2011:**

The following minutes of action were approved in the face of the Meeting:

We agree that the two-year experiment in location of Sessions be extended for one more year so that the Yearly Meeting, with experience of Sessions in Philadelphia in 2012, can begin the discernment necessary for a longer range plan. To provide the time necessary for this discernment, Sessions will be held in a campus setting in 2013.

Among the Body, there arose the desire once again to take up the issue of LGBTQ and other equality concerns in some way. We ask the Sessions Planning Group to keep these concerns in mind as they decide on a venue for Sessions in 2013 and as we move forward in other ways that may address this issue.

Response: To address the issue of LGBTQ and other equality concerns, and finding a residential setting, the 2013 PYM Annual Sessions will be held at Muhlenberg College.

Muhlenberg follows practices, provides resources and has clearly stated policies that uphold

and promote equality. The college received 4.5 out of 5 stars on the Campus Pride Index National Listing of LGBT-Friendly Colleges and Universities. It is an independent institution that was originally founded to provide a liberal arts education in the Judeo-Christian humanistic tradition. Muhlenberg maintains a connection to the Lutheran Church.

### **The Experiment: What We Have Learned**

The work group reviewed the data collected from the 2012 Annual Sessions attendance statistics and evaluations and compared it with the 2011 residential experience. Responses to the evaluations taught us the following:

- Attendance dropped by over 100 participants at Philadelphia in 2012 in comparison to 2011. Most participated on a part time basis, coming and going for business meetings but not taking advantage of the many other activities.
- Many Friends were very excited to return to the Arch Street Meeting House. While approximately 50% of the responses say that Philadelphia is a good site, their individual comments made it clear that there were shortcomings in the area of fellowship, community building, and finding relief from the heat. It was very difficult to make Sessions accessible to all in this year's location. Friends missed the community meals where they could see and interact with other Friends of all ages.
- Friends saw less of each other due to transportation and space challenges in the Philadelphia location. Not being together in the same space was hard for everyone, perhaps hardest on families and youth. There was very little down time to just sit and chat as Friends have been accustomed to. There were some negative experiences where parents had difficulty getting from one part of Philly to another in order to pick up their children.
- Our goal for past Annual Sessions of being age inclusive as a community suffered a setback in 2012. It was necessary to use spaces for children's programs that did not allow contact with the community. For example, the Young Friends had to use Friends Center as a home base, and the younger children were a block away.
- In 2011, 27 families with young children stayed in the designated Family Neighborhood. In 2012, only 7 families took advantage of this opportunity. One of our greatest losses in the Philadelphia location was the inability to provide a Family Neighborhood that provided a rich community where parents and children could share close fellowship. Parents and children also shared that their experience was more difficult, because there was no place to zoom about on bikes and scooters and no space to put them. The children didn't have the opportunity to move around as they could in a residential setting. One Children's Sessions participant was quoted as saying *"This camp was great. But next year I want to have sessions at the real PYM."*

After the 2011 Sessions, the Children's Spiritual Life Committee said in a thank you letter to the Education Standing Committee, *"We want to lift up this generosity and love, and express our gratitude for giving children the opportunity to be part of a larger Quaker community."*

*Thank you for giving their parents the same opportunity. We sang songs, children played games, and friendships were made in the Family Neighborhood. Each evening parents talked into the late hours sharing the joys and trials of parenting. "*

*After the 2012 Sessions, a Friend wrote: "It was difficult as a family to have the same experience of fellowship that we have on a campus. As the organizer of the Family Neighborhood, I am concerned about first-time family's experience of that space at Temple, which just wasn't near what we've created in the past. We tried, but it was what it was. I also really missed ReCreation time, and the afternoon hanging-out-under-tents piece, and shared meals."*

Attendance Data:

Key: C&MS= Children and Middle School, YF= Young Friends

YAF= Young Adult Friends      NDA = No Data Available

Youth Program Attendance Totals- 2006-2012 (Summer, residential only)

2012	2011	2010	2009	2008	2007	2006
<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>	<u>C &amp; MS</u>
44	68	39	54	53	65	69
<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>	<u>YF</u>
25	15	21	26	24	34	26
<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>	<u>YAF</u>
17	27	27	22	19	NDA	NDA

Annual Sessions Total Attendance – 2012 - 2006 (Summer, residential only)

2012	2011	2010	2009	2008	2007	2006
410	521	430	477	448	445	481

In summation, the Sessions Planning Work Group is concerned that the years of indecisiveness about when and where to hold PYM Annual Sessions, has limited the participation of the Yearly Meeting. We recommend that a decision for the long-range future of Sessions should be made so that a normal rhythm can allow Friends to plan and join together as a vital and growing community. The following minute was approved at our January Meeting:

**The Sessions Planning Work Group minuted its recommendation that future Annual Sessions be held, during the summer, in a campus setting that encompasses all our activities and enables the community to come together as a whole.**

Respectfully submitted,

Ananda Ganbari, Young Friends liaison  
Sallie Jones, Agenda Committee liaison  
Hollister Knowlton, Recording Clerk  
Margaret Mansfield  
Doug Meaker, General Services SC liaison  
Ken Park, Clerk  
Jocelyn Park  
Chris Schanno, Children's Session Planning Work Group liaison  
Lane Taylor, Assistant Clerk and interim YAF liaison  
Carla White

**If you have questions about this report, please contact:  
Ken Park at [kpark459@gmail.com](mailto:kpark459@gmail.com) or 610-662-7913**

Report of the General Services Standing Committee  
as presented at the Annual Sessions of Philadelphia Yearly Meeting in 2013.

The General Services Standing Committee (GSSC) of Philadelphia Yearly Meeting is one of the original five standing committees. Since the beginning of the current policy several more "Committees" have been added; some by creation but most by a change of name. General Services Standing Committee has oversight of seven working groups that carry out specific activities assigned to them. Their activities are primarily concerned with the administrative working of Philadelphia Yearly Meeting. GSSC has a liaison to each working group that it has oversight of. All of the working groups are staffed by volunteers with a few paid staff people assigned where absolutely necessary. Many of the volunteers bring skills with them from their previous training and careers. (Law, accounting, management, etc)

One of these working groups has just reported to this body. They are the Sessions Planning Working Group. I have asked them to remain seated in front of us until I give my part of my report that recognizes their contribution and efforts to Philadelphia Yearly Meeting. This group has planned, consulted with other committees and working groups, worked out the agenda, found a suitable location at an affordable rate, contacted and arranged for speakers, filtered through the numerous applications for presentations. To accomplish all this they have met from time to time as a group, have met by phone and e-mail. You see seated before you the very hard working group, a small number of staff and largely volunteers that have made the overall details of this sessions possible [There has been reference to the two annual sessions in one year that we have had in the recent past. Frankly this working group would find it impossible to do that on a regular basis and also within budget, especially with the reduced paid full time staff we now have.] I would like to give them our whole hearted thanks for a job well done.

Another essential Working Group overseen by GSSC is Development Services. The old time name for this activity is "fund raising." For their successful operation a correct name or title is essential, therefore, you may think or hear other titles which may change, with proper permission, to meet the temper of the times. The Annual Giving program is under their care.

Our great concern this year has been the change in the status of the Burlington Meetinghouse and the Philadelphia Yearly Meeting functions connected with it. Analysis required by our recent financial crisis revealed the sad fact that Philadelphia Yearly Meeting could no longer afford the costs involved with the Burlington Meetinghouse in Burlington, NJ and the underutilized programs. General Services Standing Committee had a liaison to that working group. GSSC helped to form a transition committee made up of all the "stake" holders in the Meetinghouse and grounds. The deed is held by a nonprofit NJ corporation whose duty was only to hold the deed. The very large transition working group, after all had their input, stepped back and allowed the deed holder to increase their management of the property. Yearly Meeting, with the able assistance of Arthur Larrabee, General Secretary of Philadelphia Yearly Meeting, and other key people to work out clearly defined and time limited financial assistance to the Burlington

Meetinghouse while their new plan is developed and implemented. General Services Standing Committee still has a Liaison to Burlington and we may assist where appropriate.

The Personnel Services Working Group is another highly skilled group that monitors our practices and policies toward our paid staff. They research other comparable organizations and they devise and recommend appropriate, fair and legal policy for Philadelphia Yearly Meeting to follow.

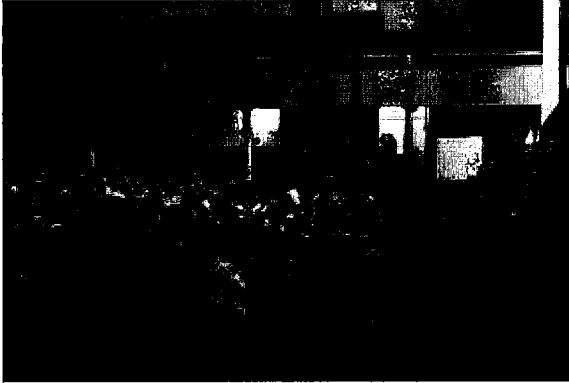
Our Financial Oversight Working Group (FOWG) keeps track of the subtitles of our financial matters. They do not form the budget. The budget is formed by the Financial Stewardship Standing Committee and they report directly to Yearly Meeting. FOWG and Financial Stewardship SC do cooperate and keep in touch. They work to see that we conform to legal policies and documents. These often go back hundreds of years and that back up many of our bequests and other monies we are entrusted with. Sometimes an old (remember we go back 300 years) language in a bequest has changed meaning over time and a question arises what did the donor mean at that time. Such are some of the intriguing questions this group solves.

There are a number of funds within Philadelphia Yearly Meeting with specific instructions by their donor for their use. Each of these has a working group that receives applications for an appropriate fund. Three of these funds have been assigned to General Services Standing Committee; The Pemberton Fund, The Meeting House Trust and the Pusey fund. Due to the number and specifics of these funds, Philadelphia Yearly Meeting has a coordinator for all of them. Further information is on the Philadelphia Yearly Meeting web page, or if more detailed information is required you can contact Carol Walz at 215 241-7201 or [cwalz@pym.org](mailto:cwalz@pym.org).

Last, but not least, is the Records Services Working Group which archives information for Philadelphia Yearly Meeting. They do their job so well I have never met them, a condition I will soon rectify.

Joseph W Elliott, Clerk GSSC, General Services Standing Committee, Philadelphia Yearly Meeting

# Standing Committees



**Standing Committees address issues of importance to the PYM membership, reflecting deeply held beliefs. They are fundamentally responsible for allocating resources and overseeing Working Groups.**

## The Philadelphia Yearly Meeting Standing Committees

**Arch Street**

**Education**

**Financial Stewardship**

**General Services Standing Committee**

**Nominating Committee**

**Peace and Concerns**

**Support and Outreach**

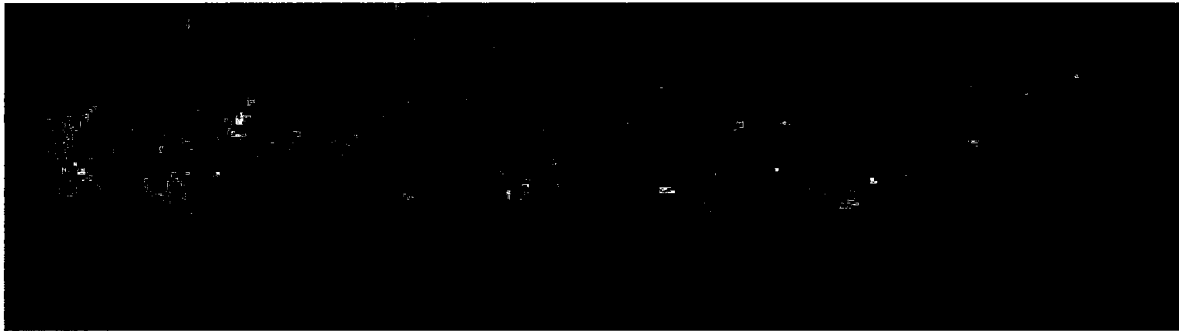
**Worship and Care**

**(Under the organization plan that Philadelphia Yearly Meeting works there are only two categories of "groups". They are Standing Committees and Working Groups. Certain groups have received permission to use variations to better facilitate their work with other outside agencies.)**



Activities of Philadelphia Yearly Meeting that are under the care of GSSC, General Services Standing Committee, are listed with some of their information on the following pages. At this time some of their personnel will be changing due to the expiration of their terms of service and are matters the Annual Sessions will review and approve. Other changes will occur at lower levels from the working group to the General Services Standing Committee. The Working Groups and GSSC will not have met in time to include these final changes. The final up to date information will be posted on [www.pym.org](http://www.pym.org), Philadelphia Yearly Meeting's website as available.

### **Annual Sessions Planning Group (Working Group)**



**Sessions Planning Group, under the care of General Services Standing Committee, supports the Yearly Meeting in organizing Sessions that are meaningful, fun, challenging, and inclusive – all toward a more vibrant and gathered Yearly Meeting community.**

Annual Session Planning Working Group's mission is to help Philadelphia Yearly Meeting gather together for worship, discernment, community and fellowship.<sup>1</sup> This group has the principle responsibilities for the annual sessions. They seek out and recommend the location that will meet the requirements of Philadelphia Yearly Meeting members and prepare the detailed materials for acceptance. They also seek out acceptance of appropriate themes and speakers to be approved and arranged for. They spend the whole year in preparation for the annual session. This highly organized group divides the work, individuals work on their portion and return with it accomplished for approval or adjustment. They make extensive use of both phone conferences and face to face meetings.

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<sup>1</sup> From the Philadelphia Yearly Meeting web page.

When you are in an Annual Sessions Meeting look around you and appreciate the SPWG's labors. Give them thanks for what you are enjoying.

### **Development Services Group (a Working Group)**

This working group shapes and supports efforts to improve communications and stewardship in Philadelphia Yearly Meeting. They have responsibility for making the policy recommendations that set the PYM guidelines for yearly meeting fundraising efforts.<sup>2</sup>

These are the fund raisers for us. The funds enable much of the Philadelphia Yearly Meeting's work to go on.

### **Burlington Meetinghouse Conference Center (Working Group)**

For the last few years General Services and other groups participated in a most demanding activity. It has been the right ordering of the future of the Burlington Meeting House.

As Friends will remember more than a decade ago Philadelphia Yearly Meeting took possession of the meeting house for a permanent place for youth to meet including dining facilities and dormitory rooms. The original vision was that this would be a financially self sustaining activity; but to make that possible a larger basic use had to be established. Expanding it into more general conference center with fees seemed to be a feasible and good solution. The original structure was put in good repair and an addition added containing a fine commercial kitchen and dining room. An elevator was added to provide handicapped access. The building was made ready and complied with the building and safety codes. It did not achieve the level of income needed to have it self sustaining. The financial recession that visited Philadelphia Yearly Meeting necessitated recognizing and approving the fact that Yearly Meeting could not afford to keep the meeting house.

Our original agreement with Burlington Quarterly Meeting (original owners) had been rather harsh in the event of failure. It provided for selling everything and dividing what was left between the Quarter and Philadelphia Yearly Meeting. A large committee was formed that had representation from all interested stake holders. Part of the original agreement was that the deed was to be held by a New Jersey Non Profit Corporation whose purpose was only to hold the deed. After much negotiation that corporation is now taking a very large part in the operation of the meeting house. Philadelphia Yearly Meeting has a time limited agreement during which they are providing decreasing support for essential services that protect the building while the new uses for the building are put in place. The new uses are not defined at this time and will not violate Quaker Principles.

Some thoughts that come to mind. The Burlington Meetinghouse was once where the Yearly Meeting that became Philadelphia Yearly Meeting met. There is a large burial ground in back with some very historic graves, and a small piece of ground that for years has been fenced off and contains a brick building that houses the then Kings' Proprietors land and other records. Philadelphia Yearly Meeting does not own the building. The portion of the property has nothing to do with the current Quaker meeting and this land will be transferred to the appropriate authorities.

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<sup>2</sup> Paraphrased but essentially from the Philadelphia Yearly Meeting web.

Presently there is a Worship Group from Trenton Meeting using the meetinghouse for worship on a regular basis.

I take comfort in the peaceful progress on resolving this very difficult task. What was once a bright hope and dream for many has not been realized and many people were disappointed. However the building is moving on to a new use in line with Quaker principles.

### **Development Services Group (a Working Group)**

This working group shapes and supports efforts to improve communications and stewardship in Philadelphia Yearly Meeting. They have responsibility for making the policy recommendations that set the PYM guidelines for yearly meeting fundraising efforts.

These are the fund raisers for us. The funds enable much of the Philadelphia Yearly Meeting's work to go on.

### **Records Services Working Group**

Files permant records in appropriate places such as Swarthmore Library Historic Collection.

### **Personnel Services Working Group**

This Working Group deals with policy and practices of Philadelphia Yearly Meeting involving their employees and sometimes volunteers. A major concern this past year was our unemployment policy. We had been using our own fund rather than belonging to the Pennsylvania unemployment plan. Study and analysis determined that the state plan is better for all concerned. Another major project they worked on was our retirement plan. This involved the good of employees and the Philadelphia Yearly Meeting. The conclusion was that the guaranteed benefit is better and we continue to use it.

### **Financial Oversight Working Group (FOWG)**

These Friends examine original documents and legal practices to establish a rightly ordered clear path forward when there is confusion about use of funds and other legal matters within their charge. They receive the annual audit and also recommend and oversee some of the ongoing financial matters of Philadelphia Yearly Meeting.

1. Review the financial statements of Yearly Meeting on a regular and ongoing basis.
2. Oversee banking and investments.
3. Oversee Yearly Meeting Funds.
4. Oversee the accounting functions.
5. Advise and Financial Stewardship Committee in the preparation of the investment income side of the Yearly Meeting Budget.
6. Work with the Yearly Meeting Treasurer to appoint the independent auditor, meet with the auditor, recommend acceptance of the audit to Interim Meeting, and work with the Treasurer and otehrs to present the audit to Interim Meeting.

7. Provide support to Monthly and Quarterly Meeting Treasurers, Trustees and Finance Committees.
8. Report to Interim Meeting annually on PYM funds.

### **Granting Groups<sup>3</sup>**

Friends who went before us have made available monies to be used in their futures for the good works of Friends. Three of these are carefully distributed pursuant to applications and the stipulations of wills or other instruments that came with the funds. For forms and information to apply for their use contact: Carol Waltz, Grants Coordinator. There are other funds that make grants under the care of other Standing Committees!

The best contact is on the WEB at [www.pym.org/grants](http://www.pym.org/grants) or 215 241-7201.

**The Pusey Granting Group** was, until recently, known as the Legacy Grants Group. It was renamed in December 2012 to reflect the current scope of the group's funding.

#### **Who Can Apply?**

Due to the restrictions of the funds under its care, the Pusey Granting Group can support only existing PYM homes for the elderly; hospitals under PYM care; Friends Journal; PYM Meetings providing financial assistance in the education of young Friends, and AFSC social service projects within the United States.

#### **When Should I Apply?**

There is one grant cycle each year, with applications due in the spring. The exact deadline date has yet to be decided.

**Meetinghouse Trust Fund** makes grants to keep meeting houses in good repair and adequate. It is only for meeting houses, not driveways, lawns, sidewalks, etc.

**The Pemberton Granting Group**, which makes grants to individuals to help pay for their travel in the ministry, makes its grants from the income derived from the Pemberton Fund, which was established by the will of John Pemberton, who died in 1795, leaving about three acres in the Northern Liberties to the Yearly Meeting "for the use, benefit and service of Friends, members of the same Society as myself, for the accommodation of the horses of such Friends as may attend the Yearly Meeting, or the Quarterly Meeting of Philadelphia, the Meeting for Sufferings, or other religious service of our religious Society, from what partsoever they may come."

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<sup>3</sup> Much of the Granting Groups text is lifted from the Philadelphia Yearly Meeting Web page [www.pym.org/grants/grantinggroups](http://www.pym.org/grants/grantinggroups)

Many years later this field was in the way of city expansion, and Friends asked the State of Pennsylvania for permission to sell. The request was granted on condition that the proceeds from the sale be invested and the income be applied to the same or like purposes as set forth in the will. Over the years, income from the sale of the land has been used to assist Friends with transportation expenses incurred through religious participation and service.



**333<sup>th</sup> Annual Sessions  
Philadelphia Yearly Meeting  
Held at Muhlenberg College, Allentown, PA  
Saturday, July 27, 2013 – Afternoon Session**

The 2013 Annual Sessions of Philadelphia Yearly Meeting of the Religious Society of Friends convened Saturday afternoon, July 27, 2013 at 4:00 in the Seegers Union Building of Muhlenberg College, Allentown, PA. The announced theme of our 2013 Sessions is "Gathering Together Our Past, Our Presence, and Our Future."

1. At the appointed hour we settled into worship. Clerk Jada Jackson (Trenton MM, Burlington Meeting House Worship Group) welcomed those present and asked visitors to rise and be recognized. No one rose.

Minutes of Saturday AM Session were read by Jim Herr (Lancaster MM), Recording Clerk for AM Session. With comments noted, minutes approved.

2. Quaker House Report given by Co-Directors Lynn and Steve Newsom. Report gave a background of the work of Quaker House in Fayetteville located near Fort Bragg military base. An interesting development reported on is that the military chaplains at Fort Bragg will be having a meeting at Quaker House in the near future. (*Quaker House Report attached*).

3. Clerk at this time asked the members of the Long Range Planning Group to come forward and continue this morning's discussion on their report to Annual sessions "Progress toward a Strategic Plan for PYM for 2014-2019". (*Long Range Planning Group Report to Annual Sessions attached*.) Clerk Suzanne Day summarized the work done this morning and indicated that we will now be focusing on the Strategic Direction for PYM section of the report containing "A Vision for our Future: What We Hope to Become". "Strategic Directions for PYM 2014-2019", "Strategic Directions for the local Meetings" and "Strategic Directions for the PYM Organization" were read to the session by Planning Group members. The Clerk then posed the question by the report: "Do these eight directions for PYM, the local meetings, and the organizations, name the ways we are called and committed to going forward?" and asked the session to settle into worship before responses would be taken for recording by the Long Range Planning Group. Responses included asking for help in envisioning how direction suggested in the report would be implemented, requests to have a specific priority established for growth, to include ways to get Friends involved in the committee work of the Yearly Meeting, and a process that involved addressing Friends' individual leadings. It was noted that Yearly Meeting could not be setting the priorities for the monthly meetings as the report expressed but that it can provide support. A sense was expressed that the document as presented does not fully express an inspirational vision, something that we can proudly claim as our own vision. Members of the Planning Group recorded all responses and the session was informed that Friends were invited to continue to post their responses at the places provided.

4. Steve Loughin (Old Haverford MM) of the Epistle Committee gave an update on the work toward an Epistle from our Annual Session to all Friends. Debra Lyons (West Chester MM) read the 2013 PYM Epistle Draft. It referenced the opening speech by Jennifer Karsten (Central Philadelphia MM) that used the image of "The Spiraling Journey" which was used to also describe the business done in sessions. A report of the work done in business sessions including the resolving of differences, celebration of service to the Yearly Meeting, planning for our future both strategically and financially, and the insights provided by the children was provided. Various and numerous opportunities for sharing in groups were described, in addition to times available for personal reflections. Opportunity for further input was indicated.

Session approved giving the Recording Clerk David Rose the opportunity to present the minutes at the next session. Session adjourned at 5:30 pm, intending to reconvene tomorrow at 9:30 am.

David Rose  
Recording Clerk

## Quaker House Report

Quaker House is a manifestation of the Friends' Peace Testimony based in Fayetteville, NC, home of Ft. Bragg. Quaker House provides counseling and support to our military service members and their families and advocates for a more peaceful world.

Since becoming the co-directors in December, we set out to establish our presence in the military and civilian community. One goal is to present the house as a warm and welcoming place for people to visit and ask for help and support. The *Fayetteville Observer* started things out for us wonderfully with an article headlined "A Place of Peace." We host house concerts, community groups and forums with a mixture of people attending from both the civilian and military communities. The Wounded Warriors began a women soldiers' support group here in July. Our regular classes on Mindfulness attract military personnel.

The GI Rights Hotline offers free, accurate, non-directive information about issues of conscience, discharge, medical, psychological and other regulations. Steve began training as a GI Rights Hotline counselor and we have been referring the calls and emails to our counselors, Steve Woolford and Lenore Yarger. They report an upsurge in calls, especially ones that deal with service members being discharged for "misconduct" when they actually suffer from PTSD or other brain injury. We are aware that our help may prevent soldier suicides.

We held public forums on drones and human trafficking and organized a vigil at the gates of Ft. Bragg to protest the use of militarized drones. These activities drew good publicity.

We continue to visit Monthly and Yearly Meetings and attend conferences in order to introduce ourselves and present the work that Quaker House is doing.

We received an anonymous donation for \$15,000 to begin a domestic violence victims' support program. With this donation, we hired a therapist who does support groups and individual counseling and works with military and civilian organizations. She has been asked by a chaplain to help counsel couples with whom domestic violence is a threat. We have announcements of our domestic violence support program in the newspaper and many other publications. We were asked to attend a Sexual Assault Prevention training conducted by a Special Operations Brigade at Ft. Bragg in order to assist in the training. We were able to present our GI Rights Hotline information at the same time.

We are updating and redesigning the Sgt. Abe "Truth in Recruiting" materials in order to put them into a booklet form that can be distributed to high schools.

We updated the webpage and keep an active presence on Facebook. Our Facebook page readership increased considerably and continues to grow.



A group of students from Ohio Wesleyan University visited us for their Spring Break tour. They worked a day on the yard and house and they continue to be in touch. Five Rivers Friends Meeting, South Carolina, also had a work day at Quaker House on June 22<sup>nd</sup>, helping with yard work, painting and organizing the office.

In September, the Baptist Peace Fellowship will be coming to us for a "Friendship Tour," a 3 day tour of our house and Ft. Bragg with guest speakers on issues such as soldier suicides, domestic violence, the use of drones and torture, etc.

We distributed postcards asking the President and in NC, Senator Burr, to seek accountability for torture. We have also distributed postcards asking for the release of John Kiriakou and another asking for a ban on the use of militarized drones.

Lynn has met and talked with Ft. Bragg military mental health professionals about how Quaker House can help, particularly with domestic violence. She was asked to attend a "Spiritual Resiliency" group of the chaplains of Ft. Bragg and they commended us for the work that Quaker House has done and is doing, especially with Conscientious Objection. They agreed with me that Jesus was a pacifist as Quakers are. They plan to meet at Quaker House in the near future.

## Long Range Planning Group Report to Annual Sessions 2013

### **Progress Toward a Strategic Plan for Philadelphia Yearly Meeting for 2014-2019**

Philadelphia Yearly Meeting was founded in 1681 to provide assistance and oversight for the monthly meetings then established or in prospect in the middle Atlantic colonies. - Faith and Practice, p. 193

#### **Introduction**

The Long Range Planning Group of Philadelphia Yearly Meeting (LRPG) offers this progress report to PYM Friends in July, 2013. It is a work in progress and the LRPG sincerely solicits responses and suggestions. [NB: LRPG invites all who wish to engage with the ideas and proposals in this report to attend a discussion session facilitated by LRPG on Saturday afternoon at Annual Sessions during the period designated for “lunch and recreation.” Please check for time and location on site.]

In October, 2011, Interim Meeting established the LRPG and charged it to bring forward a plan which “defines and shines light on our shared direction, our unique mission, our vision for the future and our shared goals.”<sup>1</sup> This progress report reflects the listening and learning of the LRPG over the past 18 months. It builds on previous work and is for all Friends in the Yearly Meeting.

This report contains four main parts:

- an Introduction including background and a summary of our process
- four Insights and Observations, describing Philadelphia Yearly Meeting, which have emerged as important considerations
- a Vision, describing what LRPG has heard Friends in our Yearly Meeting yearn to become if we dedicate ourselves to our core purpose and implement strategic directions
- Strategic Directions, identifying commitments to which Philadelphia Yearly Meeting will dedicate itself for the next five years in order to achieve our Vision and which are informed by the Insights and Observations

LRPG requests the Yearly Meeting in Annual Sessions 2013 receive this progress report and consider whether it reflects the directions in which we are led so that LRPG might proceed with its work. Input from Sessions will contribute to the completion of the Strategic Plan for PYM for FY 2014-2019, which we hope to present for consideration at the November 2013 Interim Meeting.

#### Background

Over a number of years, concerns for PYM to enter into a long range planning process had been expressed without concrete action being taken. Finally, confronted with budget overruns and staff cutbacks, Friends at the PYM Annual Sessions of July 2011 asked for a long range planning committee. A charge was developed and thirteen Friends from six quarterly meetings began work in December, 2011 as the PYM Long Range Planning Group.

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<sup>1</sup> “Recommendation to Interim Meeting for a PYM Discernment and Planning Process, October 8, 2011” by the Ad-hoc Planning Process Proposal Group

## Summary of Our Process

In 2012, LRPG worked with a consultant to learn about strategic planning for faith communities and the context – opportunities and challenges – in which we are undertaking this planning work. We conducted 10 listening sessions across PYM from which hundreds of comments were gathered reflecting longings to simplify structure, to redirect focus to local meetings, to spend less money and attention on business and more on faith and practice, to be more engaged with the world, and to consider the future. LRPG did research on health of monthly meetings, demographics, finance, and organizational structure of our own and other yearly meetings.

Feeling the need for more directed work, LRPG engaged a new consultant in 2013 to facilitate our strategic planning process. We have since been harvesting pieces from our previous work and filling in missing pieces on the strategic planning road map. This road map has led LRPG to consider, “Who/What is PYM?”, “Where are we and how did we get here?”, “Where does PYM go next?” and “How does PYM get there?”.

On the route, LRPG has embraced a process of strategic thinking. Strategic thinking helps us look at ourselves objectively, recognize deficits and opportunities, propose course corrections and new directions and form strategies to achieve them. This is an ongoing process. There is a tension in our faith - inviting the leadership of the Spirit, while at the same time using the best of our human abilities - and we have found strategic thinking to be compatible with Spirit-led discernment.

In April 2013, LRPG gathered dozens of Friends of varied experience and demographics to do strategic thinking and discernment together at Arch Street Meeting House. Guided by our consultant, Friends identified important themes for both the community of meetings and the PYM organization and in small groups generated visions for the Yearly Meeting we feel called to become. In another exercise, the group identified possible strategic directions that need our attention if we are going to realize our future vision. Each small group focused on one possible strategic direction and drafted some potential objectives for achieving that end. LRPG has refined Strategic Directions from the planning conference and presents them later in this report.

Recently, LRPG has put articles in PYM Today and sent queries to Meetings via PYM’s electronic update to help members prepare to receive this report at Annual Sessions. LRPG hopes Friends will want to share the emerging Plan with their meetings; this report and others from LRPG can be found on the PYM website at <http://www.pym.org/long-range-planning-group/>.

## **Insights and Observations**

In our listening and planning work some insights have been in the background, and sometimes the foreground, of our conversations. The Vision and the Strategic Directions shared later in this report grow out of these observations:

- A. Our meetings and members need to be in relationship with each other, more so than is presently the case, relying less on staff than we have in the past. We need to hold each other responsible for bringing forth our capacities, our best wisdom, our expertise and all that we have to offer to one another as a regional Quaker community of meetings. Our PYM staff will have a role in helping the Yearly Meeting to form these networks of resourcefulness which would be organized around common needs and shared expertise.
- B. Our meetings and members need to articulate and forthrightly claim the distinctiveness and the gift that our Quaker message and practices have to offer contemporary seekers. The Quaker message has spoken to our condition, and we need not be complacent about it nor take it for granted, nor hide our

Quaker Light from the world in which we live. We need to create pathways for others to know us, find us and engage with us in local meetings and in other opportunities.

- C. We need to find new organizational forms that will allow us to a) act efficiently and effectively on key matters, b) provide clear lines of authority, responsibility and accountability, c) simplify the oversight of programs and services, d) provide corporate witness when a Quaker voice needs to be heard in response to the emerging and immediate social, justice and ecological concerns of our time.
- D. We need to call forth Friends from among us for intentional service as leaders. We need a) spiritual leaders, including clerks, traveling ministers and elders, who will ensure that we are stewarding a body of wisdom and practice that will be available to our meetings and committees and working groups as they nurture vital, diverse meetings, social witness and disciplines that connect us with the Divine; and b) leaders with experience and expertise to administer our central affairs with the responsibilities and authority that we entrust to them.

### **A Vision for our Future - What We Hope to Become**

Individually and as meetings, we witness to the transforming power of love and respond to the leadings of the Spirit with joy in word and deed. We live into our testimonies and work for a world where justice and peace prevail. We are grounded in our meetings for worship with silent and vocal ministry reflecting our yearning for and direct experience of the Divine. We are a community of visible, welcoming, diverse, multigenerational and vital local meetings and worship groups, united in shared understanding and shared practices described in our book of Faith and Practice. The organizational structures of our meetings are simple so that our primary bond may be to God.

Quarterly and regional meetings are thoughtfully planned spiritual gatherings which strengthen local meetings by sharing information and ideas and where leadings from the meetings may be tested and broad issues of common interest and concern may be advanced. We set the shape and direction of our Yearly Meeting through a periodic, Spirit-led strategic planning process which involves wide participation for assessment and re-vision and leads to strategic directions, programs and actions that are relevant to the needs and hopes of our community as well as relevant to the needs of the world, including future generations. We are effective in our unique purpose, but we do not work alone; we partner with other organizations to achieve common goals.

The PYM organization, established by the meetings, encourages and assists the meetings as they work with intention to achieve this vision. PYM employs staff and engages volunteers to develop programs, organize our annual and other gatherings, and manage our financial resources and property with transparency and integrity.

### **Strategic Directions for PYM, 2014-2019**

The Long Range Planning Group has found it helpful and realistic to think of PYM from two perspectives. There is the intentional, regional community of Friends in local meetings in four states and there is the not-for-profit organization based in Philadelphia, evolved over hundreds of years since it was established by the local meetings. The PYM community and its organization are one, but they have different responsibilities. The central organization does things the meetings cannot do for themselves and is given responsibility and authority to administer and manage specific functions on behalf of the community of meetings, which can be thought of as our centrally-managed work. Local meetings provide volunteers for leadership and committee work and the financial support for central staff which does administrative and program and property management work.

There is a symbiotic relationship between our community and our organization. The vitality of the local meetings and the vitality of the central body depend on intentional, regular, reciprocal interaction. Our Annual Sessions and Interim Meetings need to discern and to articulate with Divine guidance common purpose, vision

and goals to guide PYM as an organization and intentional community. This is why we are now engaged in planning as a process, and once we live into our first articulation of a five-year-plan, we will need to maintain periodic review, revision and recommitment of the members and meetings and staff as we experience new conditions and our community evolves.

The Long Range Planning Group recommends eight strategic directions for the next five years, three for the local meetings of PYM and five for the PYM organization. Strategic directions are long-term goals for PYM – the meetings and the organization; they say what we are called and committed to accomplish or strive to become.

In its work, LRPG developed a “Strategy Screen” which has been applied to each of the strategic directions below. Each of the recommended strategic directions must:

- align with our Quaker values and be as bold as God would have it be;
- be consistent with PYM’s purpose, uniquely PYM’s role or our role in partnership with others;
- be broadly inclusive by serving significant numbers;
- be within our capacity as PYM.

For each strategic direction, the completed Strategic Plan will include measurable objectives with action steps, will name who is responsible for each step, and will have dates for beginning and ending of actions. To be within our financial reach, our strategic planning will be done in concert with strategic budgeting. What we intend to do will also be realistic about what human resources it needs, both volunteer and staff.

**Strategic Directions for the Local Meetings** - As a regional community of Friends in 103 local meetings, Philadelphia Yearly Meeting is nourished by and also nourishes the vitality of its constituent meetings. The Yearly Meeting organization can encourage and assist; however, Friends’ experiences in their local meeting significantly shape their lives as Quakers.

Local Meetings in PYM will:

- 1 - nurture disciplines which develop and deepen connection with the Divine and nurture disciplines (practices) which shape Quaker worship, business, community life and witness;
- 2 - seek to be visible, welcoming, and nurturing faith communities that are multi-generational, diverse, and encouraging of gifts including leadership;
- 3 - increase Friends’ ability to affirm who we are as Quakers and to find ways to share our good news at Meeting, at home, and in the broader community.

**Strategic Directions for the PYM Organization** - Philadelphia Yearly Meeting, our not-for-profit organization based in Philadelphia, is responsible for the community’s centrally-managed work.

Philadelphia Yearly Meeting, the organization, will:

- 4 - simplify its governance and administrative structure for effective, agile, sustainable management, and exercise responsible oversight and administration of its staff, property and funds. Staff and programs will increasingly learn and respond to the needs of local meetings.

- 5 - draw together associated Friends for annual sessions and other gatherings where worship and business are conducted in good order, best practices are modeled, brilliant ideas are shared and voluntary leadership is nurtured.
- 6 - provide key functions to keep Friends connected such as updating and publishing Faith and Practice, utilizing current technologies for holding meetings, maintaining a comprehensive database, record keeping and sharing news both within our PYM community and with the wider world.
- 7 - organize around corporately selected witness(es) for meaningful impact in the world and further advance these witnesses through an active publicity program.
- 8 - partner with other yearly meetings, organizations and institutions to achieve common goals.

### **Summary and Conclusion**

This progress report from LRPG brings us to the summer of 2013; in the coming weeks LRPG expects to be working on action plans and steps for implementation. For now, LRPG asks, "Do these eight directions for Philadelphia Yearly Meeting, the local meetings and the organization, name the ways we are called and committed to going forward?"

We are aware that nostalgia is a healthy practice, and that adapting to change can be painful and making commitments toward the future takes courage and faith. LRPG will develop these strategic directions into strategies with action plans if the directions speak to our condition. Before our Yearly Meeting would be able to implement its strategic plan, a broad base of its membership will need to become engaged. As a Friend who has read this progress report, do you sense how important you are to shaping how PYM moves forward as an organization and how local meetings nurture religious life?

### **PYM Long Range Planning Group**

Suzanne R. Day, clerk; Westfield MM

[suzanne@riverfarm.org](mailto:suzanne@riverfarm.org)

John Hayden, Harrisburg MM

Laura Melly, Chestnut Hill MM

Richard Morse, Harrisburg MM

Mark Myers, London Grove MM

Tim Siftar, MM of Friends of Philadelphia

Andrew Thompson, West Philadelphia Worship Group

Jean Warrington, Chestnut Hill MM

and ex-officio members:

Christie Duncan-Tessmer, Chestnut Hill MM, Associate Secretary for Program and Religious Life

Arthur M. Larrabee, Central Philadelphia MM, General Secretary of PYM

Sallie B. Jones, Birmingham MM, PYM Alternate Clerk

Ron Ploeg, Willistown MM, PYM Treasurer

# PYM Long Range Planning Group - Road Map 2013,

*With prayerful and thoughtful discernment of what we have heard from Friends and where Spirit is leading us.*

<b>Phase One: Reviewing “What Is”</b>  <b>FOCUS:</b> <i>Who is Philadelphia Yearly Meeting? Where is PYM now? How did we get here?</i>	<b>Phase Two: Revising “What’s Possible”</b>  <b>FOCUS:</b> <i>What directions could PYM possibly go next that respond to our strategic issues and big questions?</i>	<b>Phase Three: Recomposing “What’s Next?”</b>  <b>FOCUS:</b> <i>Composing the Plan</i>
<ul style="list-style-type: none"> <li><input type="checkbox"/> compose a statement of “current identity”</li> <li><input type="checkbox"/> affirm core values and purpose</li> <li><input type="checkbox"/> study organizational history               <ul style="list-style-type: none"> <li>— outline current business model with input from finance and development volunteers and staff; intention for early fall 2013</li> </ul> </li> <li><input type="checkbox"/> understand and address “competing” commitments and organizations</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> list and prioritize the current and future trends that can impact PYM’s future</li> <li><input type="checkbox"/> decide on PYM’s big questions and big ideas; what is PYM called and committed to</li> <li><input type="checkbox"/> determine the criteria strategies must address</li> <li><input type="checkbox"/> articulate a future vision for PYM</li> <li><input type="checkbox"/> hold an event with a cross-section of the Yearly Meeting which reviews “what is” and sets possible directions for the future</li> </ul>	<ul style="list-style-type: none"> <li>— test work-to-date at Annual Sessions and build on it</li> <li>— develop recommendation for organizational structure, processes and accountability</li> <li>— develop financial model(s) that support strategic directions</li> <li>— write a strategic plan, including proposal for organizational monitoring, accountability and planning</li> <li>— present plan to IM, PYM staff, etc.; target date November 9</li> </ul>



**333<sup>rd</sup> Annual Sessions**  
**Philadelphia Yearly Meeting**  
**Held at Muhlenberg College, Allentown, PA**  
**Sunday, July 28, 2013 - Morning Session**

The 2013 Annual Sessions of Philadelphia Yearly Meeting of the Religious Society of Friends convened Sunday morning, July 28, 2013 at 9:30 in the Seegers Union Building of Muhlenberg College, Allentown, PA. The announced theme of our 2013 Sessions is "Gathering Together Our Past, Our Presence, and Our Future."

At the appointed hour, we settled into worship. Then, at about 9:45, Clerk Jada Jackson (Trenton MM, Burlington Meeting House Worship Group) greeted us. Others at the table introduced themselves: Alternate Clerks Steve Olshevski (Radnor MM) and Sallie Jones (Birmingham MM), Recording Clerk Jim Herr (Lancaster MM), Assistant Recording Clerk David Rose (Lehigh Valley MM), and Arthur Larrabee (Central Philadelphia MM) General Secretary. Becky Tallarico was our speech-to-text provider.

Annie Boggess, Program Assistant for Strategic Advocacy for Friends Committee for National Legislation (FCNL), introduced herself. Other visiting Friends stood and were recognized again. Minutes from Saturday afternoon session were read by David Rose, amended slightly, and approved.

1. Carter Nash (Harrisburg MM) provided a report for Support and Outreach Standing Committee (*Support and Outreach Standing Committee Report attached.*) He also shared two bumper stickers. A Friend asked about the plan of the combination of Support & Outreach and Peace & Concerns to create a minute on gun violence. This was requested by Interim Meeting in March and is still being worked on.
2. Ann Yasuhara (Princeton MM) read the report of the Peace and Concerns Standing Committee as prepared by Steve Gulick, clerk (*Peace and Concerns Standing Committee Report attached*). A question was raised about the statement concerning a disconnect between PYM staff and the Standing Committee, and Ann explained that staff planned an event that conflicted with a standing Peace activity without consent. Another Friend explained that it is important, and quite difficult, for Yearly Meeting staff to coordinate calendars from all Quarters and Standing Committees, but they are at work to accomplish this. In response to a question, Ann explained that the Committee's retreat has given them a chance to be together and a little more time to think of the Committee's work in depth.
3. Kate DeRiel (Haverford MM) from the Indian Group explained that in 2009 at Interim Meeting, PYM renounced the "doctrine of discovery," which said Europeans could claim any land from indigenous people. The Group brought to us a minute of approval for the UN declaration on the rights of indigenous peoples, which provides a great deal of support for the native peoples of the world, including the American Indians. Following a recommendation, the minute was amended. **We approved this minute.** (*United Nations Declaration on the Rights of Indigenous People [UN DRIP] Q & A attached, PYM Minute on the UN DRIP attached.*) A Friend reminded us that we are, each and every one here, responsible to carry this minute to our Monthly Meetings. Another Friend asked that this minute be distributed widely to such organizations as the Quaker UN group, AFSC, and the Canadian Yearly Meeting. Clerk expressed great appreciation for the dedication and great efforts of the Indian Committee.

The following parts of our meeting were clerked by Alternate Clerk Steve Olshevski.

4. George Garrison, alternate clerk of Arch Street Standing Committee, read the Arch Street Standing Committee Report (*Arch Street Standing Committee Report, Lt. Col. Henry Detering Remarks from Commemoration Ceremony, and Nancy Gibbs Remarks from Commemoration Ceremony attached*). Meeting received this report.

5. Steve asked Thomas Swain (Middletown MM, Concord Quarter) to present his report on travelling in the ministry in Britain. Thomas told us that it was wonderful to attend the annual sessions of Britain Yearly Meeting with Gretchen Castle and Arthur Larrabee. Travelling in ministry is not part of Britain tradition, but they responded to Thomas very positively. Although he saw people who were transformed, Thomas felt the great gift to him was his own transformation and discovery that the leading gift for all is love. We received with enthusiasm this report (*Thomas Swain's Report of Ministry with Friends in Great Britain attached*).

6. Sallie Jones read the traveling minute of Melinda Wenner-Bradley, who was not able to be present today. We received this minute. (*Melinda Wenner-Bradley's Report on Traveling Ministry attached*.)

Jada Jackson resumed her duty as clerk.

7. Deb Lyons (West Chester MM) read the completed Yearly Meeting Epistle. This revised epistle included some additions of business accomplished and the inclusion of the children's "God's big idea" for them. It also gave a brief summary of Saturday evening's wonderful mythic and personal storytelling of Niyonu Spann and Lucy Duncan on working through the generational trauma of racism and white supremacy among us. A Friend suggested the addition of mention of the enrichment each morning of worship sharing groups with queries written by Young Friends. With a few amendments, the epistle was approved with gratitude (*Yearly Meeting Epistle attached*).

8. Ben Camp (Norristown MM), Children's Religious Life Program Coordinator and Youth Program Team Leader, introduced the Fisher group, ages kindergarten to rising third grade, to read their epistle. We clapped and sang along with the group, which presented part of their epistle as a song. The Fell group, ages third through rising fifth grades, invited us to the Junior Interim Meeting on October 12. (*Fell and Fisher Epistles attached*). The Middle School Friends explained that their experience has been one of having fun and, mostly, building friendships. They were thanked for hosting vespers and being the most faithful attenders (*Middle School Friends Epistle attached*). Young Friends came to us with flair and a dance (*Young Friends Epistle attached*). Eric Peterson (Richland MM) read the epistle from the Young Adult Friends, which many Friends found particularly inspiring (*Young Adult Friends Epistle attached*). All these epistles were received.

9. These minutes were corrected and approved. Deep appreciation was expressed for the ending service of YM officer Jane Keller, recording clerk, two standing committee clerks; Patricia Finley, Peace and Concerns, and Ben Lloyd, Worship and Care, and two elders; Tom Armstrong and Jim Morrissey.

We adjourned, intending to meet sometime during the summer of 2014 at a campus.

Jim Herr, Recording Clerk

David Rose, Assistant Recording Clerk

Support and Outreach Standing Committee  
Philadelphia Yearly Meeting  
2013 Report to Annual Sessions

The SOSOC is pleased to report that even with the loss of staff the PYM library continues to be open and providing a vital service to Friends and others thanks to the dedication of a group of volunteers.

The FWCC working group has been revived over the last couple of years and is actively ensuring that PYM is well represented at FWCC .

SOSOC oversaw the transfer of the PYM Quaker Quest program from PYM to the FGC Quaker Quest program.

We mourn the loss of so much of the PYM staff including the Quarterly Coordinators.

SOSOC is maintaining active participation with both the NJ and PA Councils of Churches

We, in our joint meetings with PCSC have been discerning the crafting of a minute on gun violence.

The support, in all its meanings, of those called to ministry is another concern that has come before us and we are still reviewing.

Those now serving you on SOSOC are

Walton Burwell, Germantown  
James Collins, Fallsington  
Robin Meaker, Quakertown  
Carter Nash, Harrisburg  
Hal Fleming, Trenton  
Jan Williams, Crosswicks  
Amanda Ivory, MMFP  
Patricia Horrocks, London Grove  
Boris Simkovich, Makefield  
Andrew Anderson, MMFP

# Peace and Concerns Standing Committee Report to the 2013 Annual Sessions

*The true standard by which to gauge a culture is the extent to which reverence, compassion, justice are to be found in the daily lives of a whole people, not only individuals. ~ Abraham Heschel*

Since 2005 the Peace and Concerns Standing Committee has been guided by the Peace and Justice Taskforce Report and by annual retreats to discern our purpose and strengthen our work. Since 2005 we have understood that the work of peace, justice, and an earth restored are integral concepts and that work in one area is work in all areas. We also understand that our work is about compassion for all creation. Such inclusive compassion transcends the compassion and empathy we feel for our families, neighbors, and people “like us.” It is a product of our deepest Quaker spiritual practices.

Consequently, our compassion calls on us to be effective stewards of our resources and for that we have named two priorities to guide our work. The priorities are concern for the earth with regard to the imminent threat of global warming and support for the work of FCNL through the PYM-FCNL Network. Our priorities do not exclude other work; rather they serve to identify where we invest our limited resources.

This year our working groups have been collaborating with each other and increasing their emphasis on working with Monthly Meetings and other faith communities. Additionally, P&CSC has approved several new projects.

## Examples of Collaboration

Middle East Working Group and the Eco-Justice Working group cosponsored a workshop on moral choices concerning our investments. Middle East Working Group and the Eco-Justice Growth Dilemma Project continue their work of discernment on moral choice in investments. The Eco-Justice Friendly Household project and Ending Modern Slavery Working Group have found common cause in tools for organizing, presentations to groups, and consumer buying practices.

## New Groups

Five years ago, the P&CSC was charged with identifying a project that would answer the call to conscience within the Yearly Meeting. Last month a project call Circles of Conscience was successfully introduced at Gwynedd Monthly Meeting. The Eco-Justice Working Group has added two new projects, Investing with Integrity and Active Neutrals, Non-violent Mutual Gains Negotiation Training for the college divestment movement.

## Continuing Work

There is a strong Friendly Households presence in three Monthly Meetings. The Growth Dilemma Project, in collaboration with the Quaker institute for the Future, has published two booklets in the last two years. Ending Modern Slavery continues to make presentations at Monthly Meetings and interfaith and secular groups. Carol Metzger, clerk of Modern Slavery published a book, *Facing the Monster*.

Last fall, Peace and Concerns gave their support to an initiative from the Growth Dilemma Project to ask Monthly Meetings to request FCNL to name our economic system as a primary concern for justice and climate change. A new concern and leading has arisen within the Eco Justice Working Group to address the issue of the degradation of democratic practices particularly in the case of Citizens United, and in June 2013 the Peace & Concerns and Support & Outreach Standing Committees meeting jointly approved this

new Eco Justice project to confront the problem of money in politics. They are also working with FCNL on this project. (FCNL's newsletter for January/February focuses on "Money in Politics.")

The Fund for Sufferings is reaching out to alert Friends to the availability of funds for redress of costs in carrying out their ministries of conscience. India Friends Working Group continues to 1) nurture Unami Monthly Meeting's assistance of tribal villagers in Bhimkothi; 2) participate in leadership training of Young Indian Friends at their recently reinvigorated Rasulia Quaker conference center; and 3) anticipate hosting Young Adult Friends from India in June 2014. Last October, they sent five Philadelphia Yearly Meeting members to the All India Friends Gathering in central India. The Indian Committee continues to serve Native Americans with grants and have lately allied with First Nations in Canada to halt the tar sands exploitation. International Outreach continues to assist members of PYM who wish to travel internationally for peace.

Peace and Concerns regularly has had a PYM wide event in the spring. This year, the Eco-Justice Working Group agreed to take charge of it. On May 18, sixty to eighty Friends attended the gathering "Let's Turn Down the Heat," a Philadelphia Interfaith gathering on climate awareness, fossil fuel divestment, and understanding why a 2-degree warmer world must be averted.

### **Standing Committee Concerns**

Since January 2013, Peace and Concerns and Support and Outreach have been meeting together to discern whether they might merge and whether their work was compatible. This idea was encouraged by Nominating Committee because of the increasing difficulty in finding members and clerks for standing committees. In June, we approved continuing to meet jointly into the next fiscal year since it takes time to discern whether a change such as combining the two committees is rightly ordered.

The last few years have been difficult for all standing committees because of decreased resources, staff support, visibility, and authority, including a disconnect between the work of standing committees and of PYM staff. Such service requires particular skills and the ability to discern in the manner of Friends. In spite of these difficulties, the work of Friends associated with standing committees and working groups is dynamic, effective, and faithful. The support of the Yearly Meeting for standing committees and working groups is profoundly necessary and deeply appreciated.

Prepared by Patricia Finley, Interim Clerk, and  
Steve Gulick, Clerk, ([gunorlickton@mac.com](mailto:gunorlickton@mac.com))  
Peace and Concerns Standing Committee  
Philadelphia Yearly Meeting

### **Committee Members 2012-2013**

Greg Barnes, Central Philadelphia, Philadelphia  
Yolanda Covarrubias, Haverford, Haverford  
Ann Creter, Westfield, Haddonfield  
Patricia Finley (interim clerk), Old Haverford, Haverford  
Steve Gulick, Central Philadelphia, Philadelphia  
Charles Kelly, Friends of Philadelphia, Philadelphia  
Charles Peterson, Abington, Abington  
Christine Smith, West Chester, Concord  
Carole Wicker, Makefield, Bucks  
Ann Yasuhara, Princeton, Burlington

# United Nations Declaration on the Rights of Indigenous Peoples

## Questions and Answers

(modified from the Human Rights Commission of New Zealand)

### What is it?

The Declaration consists of an introduction, called the Preamble, and 46 articles that set out the rights and responsibilities of the Declaration. It was described by the UN as "a landmark declaration that brought to an end nearly 25 years of contentious negotiations over the rights of Native people to protect their lands and resources, and to maintain their unique cultures and traditions."

### When was it adopted?

The UN General Assembly adopted the Declaration on the Rights of Indigenous Peoples in September 2007.

### What does the Preamble say?

The Preamble states that the Declaration is to be "a standard of achievement to be pursued in a spirit of partnership and mutual respect." It is an aspirational document whose text is not legally binding on countries. The Preamble sets out some of the reasons which led to the development of a declaration on indigenous peoples' rights, and the principles that underpin it:

- **Everyone has human rights.** Indigenous peoples are equal to all other peoples and have all the human rights that everyone has – including the right to self-determination, the right to be free from discrimination, the right to be respected as distinct peoples, and collective as well as individual rights.
- **Indigenous peoples have not always been able to fully realize their human rights.** Historic injustices, including through colonization and the loss of lands and resources, have prevented Indigenous peoples from fully exercising all of their rights. Therefore, there is an urgent need to respect and promote the rights of Indigenous peoples.
- **The Declaration offers assistance to better ensure Indigenous peoples are able to fully enjoy their rights, and to strengthen the relationship between countries and their indigenous peoples.** The Declaration is a standard of achievement to be pursued in a spirit of partnership and mutual respect.

*On December 16, 2010, President Obama declared that the U.S. would sign the Declaration. The decision was announced during the second White House Tribal Conference, where he said he was "working hard to live up to" the name given to him by the Crow Nation: "One Who Helps People Throughout the land." He told Native American leaders that he wants to improve the nation-to nation relationship between the U.S. and the tribes and to repair broken promises*



### What do the Declaration's articles say?

The articles of the Declaration set out the rights Indigenous peoples have, as well as countries' responsibilities to respect and protect those rights.

See other side ...

Indigenous peoples have the right to:

1. All human rights, including collective rights
2. Equality and non-discrimination
3. Self-determination
4. Autonomy or self-government
5. Their own institutions
6. A nationality
7. Life, liberty and security
8. Protection from cultural destruction or assimilation
9. Belong to Indigenous communities or nations
10. Freedom from forced removal from their lands
11. Their culture and cultural property
12. Their spiritual and religious customs
13. Their languages, stories, and names
14. Education, including in their own language
15. The dignity and diversity of their culture
16. Their own media and equal access to all other media
17. Protection in employment
18. Participation in decisions that affect them
19. Good faith consultation on laws and policies that affect them
20. Their own political, social and economic institutions and activities
21. Improvement of their economic and social conditions
22. Particular attention to the needs of elders, women, youth, children and disabled people
23. Development
24. Health and to their traditional medicinal resources and health practices
25. Their spiritual relationship with their resources
26. Recognition and protection of their lands & resources
27. Fair processes for dealing with their lands & resources
28. Redress for lands & resources taken or damaged without consent
29. Environmental protection
30. Consultation before their lands are used for military activities
31. Their cultural and intellectual property
32. Use and develop their lands and resources & consultation on projects that would affect these
33. Determine their own identity and membership
34. Their own institutions, laws and customs
35. Determine the responsibilities of individuals to their communities
36. Maintain and develop contacts across borders
37. Observance of their treaties with their countries

### **To whom does the Declaration apply?**

The final articles of the Declaration provide guidance on how it is to be interpreted and applied. It is applied:

38. By countries, in consultation and cooperation with Indigenous peoples; 39. Through financial and other assistance to Indigenous peoples; 40. By ensuring Indigenous peoples have access to fair procedures for resolving disputes with countries; 41. With financial and other assistance from the UN and other international organizations and by establish ways to ensure that Indigenous peoples' participation in matters that affect them; 42. Through promotion and follow-up by the UN and nations

### **The rights set out in the Declaration:**

43. Are minimum standards; 44. Apply equally to males and female 45. Do not diminish any other rights that Indigenous peoples have; 46. Do not allow actions that are contrary to the Charter of the UN or which diminish the territorial integrity of nations.

To view the full Declaration, visit [www.un.org/esa/socdev/unpfii/documents/UNDRIPS\\_en.pdf](http://www.un.org/esa/socdev/unpfii/documents/UNDRIPS_en.pdf). For more information, contact [katederiel@verizon.net](mailto:katederiel@verizon.net) or [phricker1@hotmail.com](mailto:phricker1@hotmail.com)

# Philadelphia Yearly Meeting (PYM) Minute

## On the UN Declaration on the Rights of Indigenous Peoples (UN DRIP)

### *Preface:*

Affirming our testimonies of peace and equality, we seek to live in just and equitable peace with our fellow human beings, both as individuals and as peoples. We recognize the early role of Philadelphia Quakers in the history of relations between Friends and the Indigenous Peoples of North America. We desire to continue the legacy of William Penn's quest for right relationship with Indigenous Peoples by working to improve recognition of Indigenous Peoples and their rights.

The UN Declaration on the Rights of Indigenous Peoples (UN DRIP) is an international human rights instrument adopted by the UN General Assembly on Sept. 13, 2007 after more than 20 years of negotiations. It was originally approved by 143 countries. As of 2008, only 4 countries had not endorsed it: The United States, Canada, Australia, and New Zealand. It is now endorsed by all, the final endorsement occurring on December 16, 2010, when President Obama officially endorsed the UN DRIP for the United States.

The UN DRIP affirms the fundamental rights of Indigenous Peoples to exist as unique cultural groups. Indigenous Peoples have rights to own and control their lands, resources, spiritual practices, languages, and cultural practices, and to self-government. We honor the inalienable rights that sustain the existence of Indigenous Peoples.

This minute would put the PYM Religious Society of Friends on record supporting Indigenous Peoples' calls for justice and fairness in dealing with state and national governments. Following the lead of Baltimore Yearly Meeting, New York Yearly Meeting, the American Friends Service Committee, and Canadian Yearly Meeting, as well as of individual Quaker monthly meetings and other religious groups such as the Unitarians and Episcopalians, our endorsement would serve as a continuing reminder of our need to support and to lead in practices of healing and restorative justice and to walk faithfully with our Native brothers and sisters as they seek healing and justice in the 21<sup>st</sup> century.

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### *Minute:*

We hereby minute our approval of the United Nations Declaration on the Rights of Indigenous Peoples (UN DRIP) as endorsed by countries around the world. We call on Friends in our monthly meetings within PYM to likewise show their support by considering a minute of approval and by acting on their support through further study, education, and advocacy. We ask that monthly meetings communicate their actions on the UNDRIP with the Indian Committee, who will report their witness and share their work with Philadelphia Yearly Meeting.

*Approved at Annual Sessions, July 28, 2013*



Philadelphia Yearly Meeting  
Report of the Arch Street Standing Committee  
July 2013

The Arch Street Standing Committee is the umbrella under which three working groups function to serve our Yearly Meeting. The Property and Use working group manages the needs of the building, the grounds and the occupants. The Interpretation working group greets visitors and helps them understand our historic building and our form of worship. The exhibits working group develops exhibits for use at Arch Street and use by others. The clerks of these working groups are a participating part of all of our meetings.

In July of 2012 the Peace and Service committee of the Monthly Meeting of Friends of Philadelphia hosted participants in the Occupy event on the grounds around the meeting house overnight. Volunteers from the Meeting stepped forward to provide continuous presence after Occupy participants were unable to use areas around Independence Mall they had anticipated being available.

Nancy Gibbs, Arch Street Director, announced her retirement from the Yearly Meeting, effective at the end of March 2013. Her outstanding service began when she was employed as the coordinator of the Interpretation program (the Interpretation Working Group). She helped strengthen the program that continues today and began the assembly of a collection of documents to inform Guides on matters of history of Philadelphia and the meetinghouse. When Helen File resigned as Director Nancy was appointed as the new director. As director one of Nancy's duties was supervision of Jay Worrell, the newly appointed coordinator of the Interpretation program. When Jay's job was eliminated by the budget crunch it was no longer on her jobs list but Nancy again offered considerable assistance to the volunteer interpreters. Nancy's great service was recognized by tributes from the standing committee and each of the working groups.

After a careful search, Lynne Calamia has been hired as the new director. She brings experience with the New Jersey State Museum in Trenton and as an archivist with the Pennsylvania House of Representatives in Harrisburg. She has quickly informed herself about our standing committee and three working groups. She has found ways to assist the interpretation working group as they push forward with limited staff support from the Yearly Meeting Volunteer Director.

The Interpretation Working group this year has been greeting visitors 5 days a week (10 am to 4 PM, Tuesday to Saturday) without a dedicated staff coordinator. There is a continuing need for additional volunteers to help with this outreach. This group greets 35,000 to 40,000 visitors each year. You could help tell the story of Quakers in the Delaware Valley and the Arch Street Meetinghouse to these guests. The visitors have responded with generous donations as noted in the budget presentation. (The Meetinghouse continues to be closed on Monday's due to availability of staffing.)

The interpretation working group, in order to expand the volunteers' background of information, is starting a series of "brown bag lunch" lectures about the meetinghouse and the Society of Friends. These are open to all who want to attend. The first two are: Wed 11 Sep 2013 – Tom Unkerfer speaking on "The Grounds at Arch Street" and Wed 9 Oct 2013 – Brent Schophel on "The many examples of brick work at Arch Street".

The Property and Use Working Group continues to oversee the capital needs of the building, integrating recent reports on energy and capital maintenance needs into their 5 and 10 year plans. They brought to the standing committee a minute to allow the serving of wine by caterers serving non-meeting groups

renting the East Room. This minute was accepted by the standing committee and sent to Interim Meeting where it was also accepted. When the backup generator providing emergency lighting in the event of power failure failed the concept of having a diesel generator running inside the building was brought into serious question. A replacement system utilizing batteries, an inverter, and high efficiency lamp bulbs has been installed in its place.

The property and use working group provided the instigation of the group that prepared and submitted a proposal to have the Arch Street Friends Meetinghouse designated as a National Historic Landmark. That proposal was approved and a celebration was held on October 13, 2012 at which the plaque from the US Department of Interior designating Historic Landmark status was received. The plaque is on display near the desk in the entry hall of the meetinghouse.

In consultation with Nancy, the director at the time, the property and use working group approved the installation of a stone commemorating the burial of Samuel Nichols, a Quaker who was the first commandant of the Marine Corps. The stone was central to this years ceremony commemorating Nichols life conducted by the Marine Corps League.

A project currently brought to the Standing Committee by the Property and Use working group is to review and improve the signage on the outside of the walls that surround the meetinghouse. A basic plan is in place with refinements under consideration by a small but broad based ad-hoc committee.

The Arch Street Meetinghouse Preservation Trust has been formally launched. The board was appointed by Interim Meeting as specified in their by-laws. As we heard Friday evening, Wally Evans has been selected as the first Clerk of the board. They now need to select a Treasurer before they can complete an application to IRS for 501(c)3 status. Funds have been provided by Monthly Meeting of Friends of Philadelphia for initial part-time staffing to help in the initial start up phases. A total of just over \$90,000 has been contributed to date and is being held by the Yearly Meeting until approval of 501(c)3 status is completed.

This past year has been one of completing unfinished projects and getting our committee re-organized. We feel a renewed enthusiasm and have projected a regular but less frequent meeting schedule for next year.

June 1, 2013

Commemoration Ceremony

Gravesite of Samuel Nicholas

Quaker Burying Ground, Philadelphia

Thank you Col. Church

Ladies and gentlemen, honored guests, fellow Marines, it is an honor to be here today, representing the Marine Corps League, which has worked long and hard to make this day possible. And, I want to thank the Society of Friends for their cooperation and for granting us permission to conduct this ceremony here today.

In 1701 William Penn gave this land to the Quakers for use as a burying ground. Many victims of the Yellow Fever epidemic that claimed the life of Samuel Nicholas are buried here, and burials continued until 1803. In 1804 the Friends Meeting House that stands in front of us was constructed, and it was enlarged in 1811. This Quaker Meeting House, which is still used for services, is the oldest in Philadelphia and the largest in the world.

Pennsylvania has a strong tie to the Marine Corps, and surprising as it may seem, a strong tie to Quakers who have become Marines. Two time Medal of Honor recipient, and Chester County Quaker, Smedley Darlington Butler, is buried in West Chester. Several years ago I was asked to assume the duties as Officer-in-Charge of our annual Marine Memorial Sunday Ceremony at General Butler's gravesite. At the time, I thought that was an honor any Marine would love to have. To be invited here today, to speak about our Marine Corps' first Commandant, Samuel Nicholas, is icing on the cake!

Initially I was concerned that it would be awkward to talk about the Corps' first commandant while standing in a Quaker cemetery in Old Town Philadelphia, next to this historic Friends Meeting House. How am I to be respectful of Quaker customs and beliefs while telling the story of our first warrior?

Fortunately, I found the answer just a few days ago in the small village of Marshalton. I was there to give a Memorial Day Speech following the annual parade through town. Before the parade started I watched a brief ceremony in a small old cemetery behind the Methodist Church. Kay Kroll, a member of our Marine Corps League, read a brief quote from an 1831 speech by Supreme Court Justice Joseph

Story. Justice Story summed up the efforts of a 19 to make cemeteries more than a place for the dead -- actually "schools of life." And, that is what we come here to do today. It is no secret that Samuel Nicholas is buried here in this ground, but it is not widely known either, and until today there was nothing to note his presence. But now his grave is marked, as simply as the Quakers would like, but marked nonetheless, and marked for all to see, and for anyone interested to learn.

I think we have all heard about November 10 Captain of Marines, Samuel Nicholas, But let's start at the beginning:

Samuel Nicholas was born in Philadelphia, in 1744. His father was a prosperous Quaker blacksmith, and his mother was the sister of the mayor. At age 7, he enrolled at the newly established Philadelphia Academy, now the University of Pennsylvania. Studying with the children of other prominent families,

Nicholas established important relationships that would aid him later in life. At age 16, he was admitted to the exclusive Schuylkill Fishing Company, whose associates assembled frequently on the banks of the river for fishing, fowling and feasting, and in 1766, at age 22, he was one of the organizers of America's first hunt club, the Gloucester Fox Hunting Club. In 1774, along with some of the club's members, Nicholas helped form the Light Horse of the City of Philadelphia. Known today as the First City Troop, it is the oldest active military unit in the United States.

In 1768 Nicholas became proprietor of the popular tavern the Connostoga Wagon, a business of the family of Mary Jenkins, whom he married that year. Samuel and Mary had three children, a daughter and two sons. In 1775, the Second Continental Congress began looking for a means of resolving a chronic shortage of seaman for its fledgling navy. On November 5th, it commissioned Nicholas, Captain of Marines. Nicholas was chosen largely due to his prominent place in Philadelphia society and his connections to the city's taverns, which Congress correctly believed could furnish good fighting men.

On November 10th, Congress authorized the enlistment of two battalions of Marines, and recruiting for duty aboard the 24-gun frigate Black Prince (later renamed Alfred) began at Philadelphia's Tun Tavern whose owner, Robert Mullan, was also appointed captain. When asked to design the uniforms for the Marines, Nicholas used the outfits of the Gloucester Fox Hunting Club as a template. The club's hunting uniforms used a leather collar, which Nicholas carried over to the uniforms of his Marines,

On November 28th, Congress confirmed Capt. Nicholas's commission in writing and established his pay at \$32 per month. His commissioning document, which was signed by John Hancock, was the first one issued for the Continental Naval Service, predating those of other early officers including John Paul Jones, who was Samuel Nicholas' shipmate on the Alfred's first cruise. Capt. Nicholas moved quickly. By the end of the year, he had raised five companies of Marines and then sailed with them under Commodore Hopkins to the Bahamas. There, in March 1776, he led 284 men in a nearly bloodless raid

on Nassau, catching the British entirely by surprise and capturing two forts, 88 cannons, 15 mortars and a huge quantity of military stores. This was the Marines' first-ever amphibious landing and the most successful naval operation of the Revolutionary War.

Capt. Nicholas was still embarked aboard the Alfred during her pursuit of the British ship Glasgow off the Rhode Island coast on April 6 lieutenant was killed while at his side on the quarterdeck during the 3-hour battle. Returning to Philadelphia, Nicholas resumed recruiting and training and, on June 25th, for his efforts at Nassau, he was promoted to major. Nicholas led three companies of Marines in the Trenton-Princeton campaign. Initially, Major Nicholas and his Marines served under Army Brigadier John Cadwalader with orders to cross the Delaware at Bristol, PA and attack Bordentown, NJ before advancing on Trenton. Due to ice in the river, Cadwalader abandoned the effort and as a result the Marines did not take part in the Battle of Trenton. Crossing the next day, however, the Marines joined General George Washington and took part in the battle of Princeton on January 3. Transferred to the artillery on February 1 in the field with General Washington until the following spring when their terms of enlistment expired.

With the British evacuation of Philadelphia in 1778, Nicholas returned to the city, re-established the Marine Barracks, and continued his recruiting and administrative duties. In this assignment he performed duties similar to those of

today's commandant, and for that reason he is considered to be the first Commandant of the Marine Corps. In 1779, Nicholas requested command of the Marine Detachment for the ship of the line, America, which was under construction at Kittery, Maine. Much to his dismay, the request was denied, as Congress desired that he continue his work in Philadelphia.

By the time of the British surrender at Yorktown, the Marines' role had diminished and in 1783, the then-39-year-old Nicholas returned to civilian life in Philadelphia.

Nicholas resumed his business activities and was an active member of the Pennsylvania Society of Cincinnatorium from 1785 until 1788. More commonly known as The State Society of the Cincinnati of Pennsylvania, it was established to honor those people who "gave up everything to serve the Republic" during the Revolutionary War. George Washington and Alexander Hamilton are among the prominent Presidents of the Society.

On August 27th, 1790, Samuel Nicholas died during a yellow fever epidemic. A "fighting Quaker" who was "read out of meeting" when he donned our uniform, he was accepted back and was buried in this ground where we stand today. It is fitting that we mark this final resting place of our first Commandant, a man we remember for a number of firsts:

The man who organized America's first hunting club

The first commissioned officer in the Continental Naval Service

The man who recruited our first Marines and designed their first uniforms

The man who led our first amphibious operation, and who participated in the first naval battle between an American squadron and the British

The man who led the first battalion of Marines to serve under Army command

And, as a Major and First Commandant, the first Marine to fly a desk, or as he put it in his letter to congress requesting a combat assignment, our first "quill fighter."

Perhaps, that comment may also make him the first in a long line of Marines secretly happy that they had something to gripe about!

While we remember Samuel Nicholas for these firsts, the real lesson today is about what Samuel Nicholas placed first in his life -- service to others. When called upon during the Revolution he served his country and his Marines. And true to his beliefs and his Quaker upbringing, when the war was over he returned to civilian life and served his community.

It is fitting that we gather here to pay tribute to Samuel Nicholas, our First Commandant. I thank his Society of Friends for allowing us to do so, and I thank each of you for participating.

Lt. Col. Henry A. Detering

United States Marine Corps, Retired

This land at the intersection of 4<sup>th</sup> and Arch Streets was a gift from Quaker William Penn whose founding principles for his colony – his Holy Experiment -- provided representational government based on the rule of law where settlers and Native Americans lived peaceably in a climate of religious and civil liberties.

Penn's experiment made his colony, especially his capital city Philadelphia, an enlightened, socially conscious, and ethnically diverse place. In the mid 1700's a French visitor to Philadelphia noted that people of 33 different religious persuasions and from 23 ethnic groups lived side by side.

Philadelphia offered a young Benjamin Franklin (arriving in 1720's) freedom of conscience: he enjoyed the right to publish, to pursue scientific exploration, and later, to work as a statesman and humanitarian.

In 1776 leaders from the 13 colonies gathered in this city in order to preserve and guarantee these liberties. Following their individual conscience, the delegates faced serious challenges that diversity brought. Indeed, Philadelphia was the stage for a dress rehearsal of our present day democracy; Penn's Holy Experiment still defines what is uniquely American: our fundamental belief in human rights and in individual liberty of conscience.

In 1775 Quaker Samuel Nicholas, following his conscience, accepted the commission from the Second Continental Congress as Captain of the Marines. Some 125 years later, Quaker Smedley Butler joined the Marine Corps; and at the time of his death, he was the most decorated Marine in U.S. history. Because they were both Quakers and Marines, some people might say that Major Nicholas was one of us and he was one of you. Likewise, General Butler was one of us and he was one of you.

For me, there is no "us" and no "you". There is only what William Penn called that "Holy bond of humanity". It is fitting then, at this site so imbued with meaning, we are gathered to honor and to commemorate the First Commandant of the US Marine Corps, Friend Samuel Nicholas. Furthermore, I feel humbled and proud in the knowledge that we will continue to cherish and to celebrate this bond for years to come.

*Nancy Gibbs, June 1, 2013*

REPORT OF MINISTRY WITH FRIENDS IN BRITAIN:  
"SPIRIT GIVEN GIFTS"

From Thomas Swain, Middletown Meeting

Thomas Swain responded to a call of service with Friends in Britain Yearly Meeting this spring - April 11 to July 10, 2013. Middletown Friends united with his leading. Concord Quarter and Philadelphia Yearly Meeting endorsed his original minute to travel in ministry among British Friends.

A small group within Britain Yearly Meeting called Kindlers (the same Friends that implemented Quaker Quest) offered to support his concern and sent out a broadside in September 2012 announcing that he would be available for facilitating a program on Spirit given gifts. Thirteen Area Meetings invited him to share his concern with them.

The Meetings were Redland (Bristol), Hull, Cockermouth, Reading, Southampton, Swarthmore, Kelso, Harrogate, Brighton, Bexhill, Eastbourne, East Cheshire, and Blackburn Meetings. He was a keynote speaker for Representative Council for Quaker Life's weekend on concerns for nominating committees.

Charney Manor had a three-day workshop with 20 Friends attending. He also visited Gloucester, Friargate, & Kendal Meetings for worship. Stockholm Meeting in Sweden held a retreat day on "Forgiveness" that he facilitated. He also attended Britian and Nordic Yearly Meetings. Most Meetings reimbursed his travel expenses and provided overnight accommodations with Friends. Three Meetings made small voluntary contributions beyond those expenses.

The focus of the concern was stated in the travel minute from Middletown Friends: "The purpose of his travel is to encourage you in the work of identifying and helping to nurture spiritual gifts in your meetings." The thrust of this work was helping Friends affirm the goodness within themselves; those things they did well and seemed effortless or were given by grace. After helping Friends identify where their gifts might lie, Thomas encouraged them to think of the ministry they might engage within their Meetings using these Spirit Given Gifts. The other possible arena where Friends might use their gifts in the world were areas of bondage where people were oppressed, where there was illness or desire for wholeness, a sense of injustice, or to help people find "home."

In these workshop settings, Friends heard a "Faith and Play" story about gifts, were asked to work in small groups, share stories about the things they did well, share aloud a reading from selected passages, identify one another's gifts, consider where their gifts might be useful, worship, and fellowship with one another. It is surprising how delighted British Friends were in affirming their Spirit given gifts.

This has been a busy time.

Friends responded with appreciation and joy after the day's activities. These were some of the endorsements shared in the travel minute.

"Thomas visited us yesterday (13 April 2013) at Redland Meeting, in Bristol UK, and led 27 of us in a workshop of Using Our Spiritual Gifts. Though it is not always an easy matter for us to recognize, name, and affirm our own and each other's gifts, Thomas by his persistence, the example of his own humility, and the power of his message, had us doing it by the end of the day. By the conclusion, we had shared food, cracked jokes, sometimes been profound, and discovered new strength, more love, and deep glimpses of our own true nature. Thanks, Thomas! Onward, all! - Ian Beeson, Clerk Redland Local Meeting; Hilary Mayne, co-clerk to Elder, Marion Wells-Byrges co-clerk elders."

"We are grateful for the visit of Thomas Swain to Southampton Friends Meeting House on Saturday 18/5/13. We have been enriched by the day which focused on "Spirit Given Gifts" and was attended by approximately 45 Friends from Hampshire & Islands Area Meeting. We have been affirmed and uplifted by the day. We appreciated Thomas' gentle manner and approach. Thank you for enabling and supporting Thomas Swain in his ministry. - Ruth Heine - clerk of Southampton Local Meeting on behalf of Hampshire and Island Area Meeting."

"It was good to welcome Thomas Swain once again to Britain Yearly Meeting. He is well known amongst us and his concern and love for Friends in the UK is highly valued. His presence and his ministry has enriched our gathering and we pray that it has been for him, too, a time of spiritual refreshment. With fraternal greetings to Friends in Middletown Monthly Meeting - Chris Skidmore, clerk, Britain Yearly Meeting."

"We have loved having Thomas Swain with us in East Cheshire Area Meeting. We thank him for enabling us to think deeply about our Spirit-led gifts and especially about having love which enables us to share our gifts. - Ann L. Lewis, clerk, East Cheshire Area Meeting."

To conclude, I add my person note knowing how I have grown in understanding Spirit Given Gifts. There were several Meetings where I learned deeply how to help Friends discover their own power within and how it is available for a waiting and expectant heart. At Charney Manor I discovered how to anchor exploring our gifts by asking Friends to share their own spiritual journeys. At Redland Meeting I learned how love was the "leading gift" for all of our Spirit given gifts. I also learned how much I needed Divine Guidance to get through a difficult session. I saw opportunities where individual Friends could be "touched" with love to enable their own growth and strength. This opportunity opened me to learn as well as to encourage others to claim the power of love and truth to transform themselves and learn how to move our world towards the wholeness that it is meant to be.

Thomas Swain  
[tswain@ccil.org](mailto:tswain@ccil.org)  
610-563-7992

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July 16, 2013

Since 2010, I have traveled in the ministry as an accredited trainer to provide training for Friends meetings and schools interested in using the Godly Play® and Faith & Play™ curricula. Faith & Play is a joint project of Philadelphia Yearly Meeting and Friends General Conference. The PYM Faith & Play working group authors the Faith & Play stories, while trainings are supported by FGC's Godly Play for Friends working group.

*Playing in the Light* trainings are both religious education workshops and spiritual retreat for participants. Content of the 15-hour training (usually held over a weekend) includes the Godly Play method of storytelling and approach to religious education, Godly Play stories from the Bible, Faith & Play stories of Quaker faith, practice and witness, and exploring how to support children's spirituality.

I am thankful for the traveling minute which was endorsed by West Chester Monthly Meeting, Concord Quarter, and Philadelphia Yearly Meeting this winter and spring. Listed below are the *Playing in the Light* trainings I have conducted outside of PYM since our annual sessions last summer.

Madison, Wisconsin (July 2012) – training was held at Madison MM for members of that meeting and Friends from Milwaukee MM, Twin Cities MM, Fox Valley MM and Laughing Waters worship group.

Evanston, Illinois (December 2012) – for members of Evanston MM and one Friend who traveled from Nashville, TN. The clerk of Evanston MM signed my traveling minute.

Durham, North Carolina (February, 2013) – training included participants from Durham Monthly Meeting, Raleigh Friends Meeting, and Carolina Friends School. The clerk of Durham MM signed my traveling minute.

The past year also included introductory events and trainings for PYM meetings and Friends schools. I adapted the training for Friends schools who are interested in using Faith & Play stories in their school's Quakerism curriculum and worship experiences. These *Learning in the Light* trainings for schools are slightly shorter (10 hours) as they do not cover the Bible

stories in the Godly Play curriculum in the same depth. Both kinds of trainings held in the PYM region are listed below:

Wilmington Friends School (December 2012) - *Learning in the Light* training for teachers.

West Chester Friends School (January 2013) - *Learning in the Light* training for teachers.

*Playing in the Light* (April/May 2013) held at West Chester Meeting brought together Friends from Chester Meeting and Bristol Meeting, and a Moorestown Friends School teacher.

Looking to the fall, I am in conversation with two monthly meetings outside PYM and five Friends schools about Faith & Play training. It is both Spirit-filled and joyful work, and I feel blessed to be able to travel among Friends and learn alongside them.

Submitted in faith and friendship,

Melinda Wenner Bradley  
West Chester Friends Meeting



## Philadelphia Yearly Meeting of the Religious Society of Friends

# Philadelphia Yearly Meeting Epistle - 2013

To Friends everywhere:

For 333 years the Quakers of Philadelphia Yearly Meeting, now encompassing eastern Pennsylvania, southern and central New Jersey, Delaware, and Maryland's Eastern Shore, have gathered for Annual Sessions. This year, 2013, we met from July 24 to 28 at Muhlenberg College in Allentown, Pennsylvania, a new facility for us. The theme of our meeting was "Gathering Together Our Past, Our Presence, and Our Future."

Our first evening began with a speech by Friend Jennifer Karsten. We reflected with her on the theme "The Spiraling Journey: Lessons from the Perpetual Return to Quaker Community." With references to Joseph Campbell and Star Wars movies, she inspired us to see our individual and communal paths in terms of the hero's journey. As we come again to a place or crossroads, the experiences we have cycled through inform our handling of the challenges we encounter there. She quoted Nelson Mandela's and Bishop Desmond Tutu's use of the Zulu idea of *Ubuntu*, meaning "I am because we are." We should nurture *Ubuntu* in our community by increasing our connections and being ready to lead our own journeys as well as help others on theirs.

Friends experienced that spiraling journey throughout business sessions as the group shared ministry, concerns, and even an improvised song, "We shall be transformed this day. . . ." On Thursday and Friday, Friends discussed the Education Standing Committee's policy of designating facilities for transgender Friends during Young Friends events. Before Sessions began our Clerk suspended the policy out of a concern that implementing the policy might require Friends to act in ways inconsistent with our testimony on equality. During Sessions it was raised that the policy did not reflect input received from the Young Friends community. Many felt that such policies should be developed collaboratively and approved by both the Standing Committee and Young Friends. In the future, we should be guided by the principle "No decisions about us, without us". There was loving appreciation for our Clerk's having the courage to set aside the policy until way opened. The clerk's table and the body worked together to open space in trust so that all could feel clear by the end of the session.

In other business matters, we learned that the group revising the 2002 version of *Faith and Practice* hope to have a substantial draft by 2014. We also agreed to hold future Annual Sessions in summer and in a campus setting.

Arthur Larrabee, General Secretary, began his report with the statement, “What a difference a year makes!” and recalled how last year’s report included layoffs and cutbacks. This year’s report included highlights such as youth-program revisions linking the age levels more strongly, a new “Threads” program of newsletters and gatherings to connect Friends in different Monthly Meetings, an improved web site, a more supportive volunteer program, and a Trust to safeguard and promote the historic Arch Street Meeting House. Friends were happy to see our Yearly Meeting finding a new equilibrium.

Our treasurer’s report was also met with cheer; we ended this fiscal year with a surplus due to Friends’ generosity, the improving economy, and the practice of living within a sustainable budget. Additional safeguards are now in place to promote prudent management because “we need good habits to protect our future.” After a few questions, Friends approved the 2014 budgets and received the projected 2015 and 2016 budgets.

Sessions made room for formal and informal opportunities for communication and connection between older adults and the younger children, Middle School Friends, Young Friends and Young Adult Friends. The Children’s program worked on this year’s theme by creating individual and communal trees. Roots, trunks, branches and leaves represented where children had been or what they were looking for in their own spiritual journeys: At the children’s invitation, adult Friends also contributed to the trees. The children handed out gifts of two kinds of seeds: forget-me-nots and peas—because the children had whirled the packets of peas above their heads, transforming the contents into “whirled peas,” which sounds like “World Peace.” Junior Interim Meeting presented a video of their service work at SHARE, where they packed boxes of food for people in need. They also unveiled a large banner bearing what they had discerned as “God’s big idea” for them for the next two years: “Make the world a better place by finding fun ways to care for specific environments so that creatures there can be healthy.”

Prefacing our afternoon business sessions was a new multigenerational program, “All Together Now.” Staff from the children’s program led Friends of all ages in using “spiritual telescopes” (curled notepads) to take a new look at the world and people around us. We connected by sketching each other and asking Spirit-filled questions. In multigenerational groups, we jotted down and shared six-word poems summarizing what was important about our lives and Quaker identities.

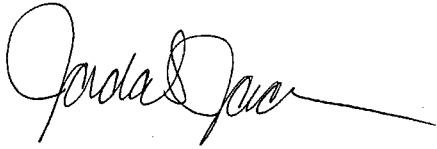
Friends received a progress report from our Long Range Planning Group, who, after a year and a half of work, offered a vision for our future: witnessing to the transforming power of love, grounded in worship, and yearning for a direct experience of the Divine. They proposed strategies to realize that vision, such as nurturing the disciplines of Quaker worship, business, and community; advancing our witness in the world; simplifying our governance and administrative structure; and partnering with other groups to achieve our goals. A deep listening session helped prepare Friends to receive the report and encouraged further effort.

On Saturday evening, Friends Niyonu Spann and Lucy Duncan partnered in mythic and personal storytelling that brought us face to face with the pain and healing that come from working through the “generational trauma” of racism and white supremacy among us. “So much of our truth,” Niyonu and Lucy told us, “is locked in ‘inappropriate’ stories to share”—yet without confronting one another boldly in truth, we are doomed to festering wounds and spreading injustice. “We must go through the pain of recognizing so we can be a whole community.” If we look beyond our tears at each murder, each miscarriage of justice, we will see the systematic

patterns we need to change. We must hold on through rage, ice and fire until we return ourselves to humanity.

As Spirit accompanied us in Meeting for Worship for Business, afternoon conversation groups, evening workshops and morning worship-sharing, Spirit was also present among those Friends who sat outside the dining hall writing in journals, talking quietly, or walking around the campus. The cicadas sang throughout the morning and into the night while young Friends rode scooters, played dress-up, and listened to guitar music under the tents outside Taylor Hall. At night, children and their parents caught and released fireflies: a picture of our past, our presence, and our future.

Signed in and on behalf of Philadelphia Yearly Meeting of the Religious Society of Friends,

A handwritten signature in black ink, reading "Jada S. Jackson", followed by a long horizontal flourish line.

Jada S. Jackson, Presiding Clerk

**Epistle from the Young Adult Friends of Philadelphia Yearly Meeting**  
**Annual Sessions 2013 – July 24 through July 28,**  
**Muhlenberg College, Allentown, PA**

To All Friends Everywhere:

Young Adult Friends of Philadelphia Yearly Meeting offered a space within which to ground our fellows in a centered presence at 2013 Annual Sessions. Each night, we welcomed some visiting, some new to us, and some who returned after an absence. We gathered to debrief our days marked by resplendent sorrow, healing, inspiration, and play.

A few challenges accompanied the journey at these Annual Sessions: conflicts in our Yearly Meeting, proactive attention to alcohol consumption in our community of Young Adult Friends, staff support for Young Adult Friends, a call to witness to love in action, and mentorship of Young Adult Friends.

Alongside the larger body, we struggled with a Transgender Youth Policy, which was suspended by the Yearly Meeting Clerk preceding the start of Annual Sessions. We also struggled with conflicts precipitated by misunderstandings between a Quarterly Meeting, its leaders, and PYM staff. In these and other struggles, we united with the call to a Faith and to a Practice that sets love as the first motion. We were called to trust in our stewards, to reach outside of our egos, and to claim our imperfections as we reached for our best selves. We confronted our fears in the face of God's invitation to radical relationship. In certain instances, this invitation could require us momentarily, delicately to set down Quaker Process. We ask Friends to consider whether over-emphasizing Quaker Process clouds the senses and muddies our courage simply to love.

We held the question of right relationship closely on Saturday night when we conducted discernment on an alcohol policy for informal gatherings of Young Adult Friends. We affirmed that integrity, compassion, and respect are keystone elements of vital community. We ask Friends to let these be the criteria that guide the direction of our larger community, here and around the globe.

From love to love witnessed: we learned about social action in the wider community of Friends. Concerns included climate science and corresponding social action and inaction. We were inspired by the Leadings of our Bolivian and Peruvian Friends who shared joy and enthusiasm for connecting their diverse cultures with the global YAF community. They tested with us bringing the Quaker Youth Pilgrimage into their community, widening the diversity and scope of the journey.

We struggled with discernment of how to supplement and support our dedicated staff member who shoulders the needs of the YAF community. Our General Secretary noted that staff support for Young Adult Friends is inadequate, and we unite in his concern. With gratitude, we thank Friends who approach us individually to let us know that they appreciate our work. Yet its weight rests on few shoulders, and we acknowledge that we could use some help. We ask Friends to inquire how they can support our community and follow through on the resulting commitment.

Our experience of community and fellowship leads us to dismantle much of the need for most of our committees in favor of a Yearly Meeting that opens us to the movements of the Spirit. For

us, a more agile committee structure means laying down those that do not align with the Yearly Meeting's core mission: to witness to the transforming power of love and to respond to the leadings of the Spirit with joy in word and deed. We want to hold up the simplicity of our Children's Religious Life Program and hope to share in this simplicity in the future. We were heartened that some among us asked how they might address the needs of others, focusing their gaze out from their navels. Young Adults, too, stand convicted in the witness of our children who packed boxes of food for people in need and defined another mission to carry them forward for the next two years. Jesus was once quoted as saying, "Let the little children come to me and do not try to stop them, for the Kingdom of heaven belongs to such as these." (Matthew 19:14). May we hold ourselves to similar standards, and call the body to do the same. If we follow our Guide faithfully, "show what we stand for and are willing to suffer for it," as one Minister said during sessions, "the numbers will take care of themselves."

We are excited to report that YAFs and older friends will be gathering and working together in a sub-committee of the YAF Working Group to explore and to establish a mentorship program for the enrichment of the Monthly, Quarterly, and Yearly Meetings. Through this work, we wish to emphasize the care and support of YAFs using the tools, gifts, and wisdom already in place among older Friends in our Meetings.

We are faithful in Friends to heed the call of radical relationship, action, and collaboration.

Yours in Truth,

Young Adult Friends of Philadelphia Yearly Meeting

**Epistle from the Young Friends of Philadelphia Yearly Meeting**  
**Annual Sessions 2013 – July 24 through July 28,**  
**Muhlenberg College, Allentown, PA**

Dear Friends Everywhere,

"What's the buzz, tell me what's a happening??"

The Young Friends had a spectacular time at this year's Sessions and especially enjoyed the inclusiveness Muhlenberg's campus provided. We held multiple business meetings, discussing the suspended Youth Programs Transgender Policy developed recently by the Education Standing Committee. This policy has caused great anguish among our community, and Young Friends have been deeply involved in the discussions and efforts here at Annual Sessions, including Thursday's Conversation Tent and the following Minute of Exercise. Young Friends united in our business to create our own proposed policy to send on to Education Standing Committee in order to find a practice that fulfills the needs of our community.

Our business meetings also included a discussion of upcoming gatherings and a visit from Zan Lombardo, the (outgoing) Adult Clerk of Young Friends. Zan told us all about the 2014 Friends General Conference Gathering. We greatly appreciated her presence at business meeting and throughout her many years of service.

We also had unprogrammed time filled with friendship and games. Young Friends shared many laughs reminiscing about our group trip to see the musical Jesus Christ Superstar - we especially appreciated the use of modern dance moves and all the amazing high notes! Young Friends really enjoyed the many intergenerational activities. During this gathering we not only facilitated our own worship sharing, but also wrote the worship sharing queries for the larger body of Annual Sessions. Saturday evening Young Friends had the opportunity to attend the keynote speeches and found the topic of racism to be relevant and helpful. We came away appreciative of the speakers' willingness to share their stories with such openness and honesty. Young Friends not only really enjoyed All Together Now, but got to expand our Quakerism, minds, and spirits with people from all generations. Young Friends and Middle School Friends came together for the eventful trek up to the Glen Onoko falls and the treacherous slide back down! The Young friends had the delight of supervising and playing with Middle School Friends and Children's Sessions each day.

Overall, the Young Friends had a great time and look forward to next year's Annual Sessions gathering.

With Love and Light, PYM Young Friends



**Epistle from the Middle School Friends of Philadelphia Yearly Meeting  
Annual Sessions 2013 – July 24 through July 28,  
Muhlenberg College, Allentown, PA**

**What would you like to wider community to know about being a Middle School Friend?  
What is it like?**

- Our Quaker experience is more about making friends and talking about our spiritual journeys than sitting in extended periods of silence.
- We love that we have the freedom to learn about Quakerism in flexible ways through diverse programs.
- We're just beginning to be ready to worship in silence, this is the growing edge for us.
- We love fun programming; hanging out with friends, and the fact that we get to learn about famous Quakers and Quaker history in a fun and active manner.

**What does it mean to be a Quaker in Middle School?**

- In our local middle schools, even the Quaker ones, we aren't around very many other Quakers our age.
- We feel fortunate to have the PYM experience, and be immersed in a group of other Quakers our age.

**Summary of our time together:**

- Climbed mountain, went under waterfall; dress up games
- SPICES (Simplicity, Peace, Integrity, Community, Equality, Stewardship) activities/storytelling about SPICES
- Sumi ink club
- Field games/running charades/parachute games/four-square
- Skits about Mary Dyer & Lucretia Mott
- Made new nicknames
- Swimming in pool and skyball
- All-together now

**Epistle from the Children's Program of Philadelphia Yearly Meeting  
Annual Sessions 2013 – July 24 through July 28,  
Muhlenberg College, Allentown, PA**

**Fell Group Epistle 2013**

We, the rising 3<sup>rd</sup>-5<sup>th</sup> graders of Philadelphia Yearly Meeting (and our teachers) did fun projects, including making a three-dimensional tree that represents our community, our core values, our cares and concerns, and actions we can take on those cares and concerns. We joined the younger children in a "Children's Summit," where we discerned GOD'S BIG IDEA for us to act upon in the next two years.

While doing this work, we played games, had fun, sang and enjoyed each other's company. We joined our older friends in business meeting, gave a report on what we did, and got a report from the adults. We celebrated our work with a dance party and ice cream.

We invite you to come join us as we continue this awesome work at Junior Interim Meeting on the 2<sup>nd</sup> Saturday of October at Arch Street Meeting House and at next year's Annual Sessions.

Submitted in Friendship,

Chuckie, Sara, Benjamin, Joe, Ella, Nick, Olivia, Devin, Jada

**Children's Priority for 2013-2015**

*We are called to make the world a better place by finding fun ways to care for specific environments so that creatures that live there can be healthy.*

**Fisher Group Epistle 2013**

We, the Fisher group of Philadelphia Yearly Meeting learned that we each have a special past, presence, and future. We used the image of a tree to discover how the grass and roots reflect our past. The trunk, branches and leaves stand as our presence. And the birds in the sky carry seeds into our future.

Fisher Song:

My roots go down, down into the earth (3X)  
My roots go down.  
My branches and trunk stand tall (3X)  
I stand tall.  
My bird carries seeds into the future (3X)  
I carry the future.