



**Philadelphia Yearly Meeting Administrative Council**  
**Saturday, May 18, 2024**  
**Approved Minutes**

*Arch Street Meeting House and remote via Zoom*

Attending: Kruskal (Interim Clerk), Andrew Anderson, Chuck Devers, Christie Duncan-Tessmer (General Secretary), Terry Cooke, Jeanne Elberfeld, Neil Holzman, John Marquette (Recording Clerk), Linell McCurry (CFO), Nikki Mosgrove, Carter Nash, Jean-Marie Prestwich-Barch (Quaker Life Council Clerk), Melissa Rycroft (Presiding Clerk), Tom Zemaitis (Interim Treasurer)

Regrets: Salvador Orellana (Deputy General Secretary), Cathy Toner

1. Welcome & Worship

Interim Clerk Kruskal Hewitt welcomed attendees and opened with worship at 9:01 am.

2. Approval of Minutes

**Friends approved the draft minutes from the April 20, 2024, meeting.** John Marquette agreed to serve as recording clerk this month.

3. Report on Creation of a Sprint on Listening & Lobbying

Carter Nash reported. Members of the organizing core group included Melissa Rycroft, Carter Nash, Kruskal Hewitt, Jeanne Elberfeld, Salvador Orellana, and Linell McCurry. The group scheduled Worship Sharing sessions for May 10 at 5 pm, May 15 at 10 am and May 15 at 2 pm. Sessions were publicized generally to all PYM members and shared strategically to councils, collaboratives, and other interested parties. 95 Friends registered, 73 attended, with some Friends attending multiple sessions.

The sessions followed FGC's Worship Sharing guidelines. Worship was convened, the query read, and guidelines reviewed. Carter called upon Friends, one at a time, to share Spirit-led messages as they were led. The sharing was deep and meaningful. Carter and Jeanne Elberfeld reflected on the overall themes shared in the three sessions. They were encouraged by the messages of reconciliation. Friends are in far greater agreement than they believe. Our next steps are to form and convene a Sprint to allow discernment of a draft policy, with final approval at Continuing Sessions in November.

Jeanne talked about the long, deep, and intentional work that went into providing the list of 11 names for Administrative Council's consideration today. It includes Friends who represent varying perspectives on the lobbying policy. **Friends approved the names presented and the plan to invite them to serve on the Sprint.** We also noted that Quaker Life Council will be partners in this work.

4. Proposed Sprint on Governance Handbook Revision

The General Secretary shared a draft charge for a sprint to review the Governance Handbook and make recommendations. The deliverable is a revision that 1) updates and streamlines the content, 2) clarifies for readers the roles and responsibilities that have been approved by the body, and 3) makes the

handbook accessible to all users. As a matter of background, the handbook dates from 2015 when PYM raised up a new structure. The handbook as a whole has not been revised in the last ten years. It has been updated as specific policies have changed. **Following discussion, Friends approved the charge as proposed and agreed to assign the work to the Governance Advisory Committee.**

#### Status Report on Proposed Communications Policy

The General Secretary introduced the current draft policy, noting that it has been in the works for quite a while. It primarily makes official the policies and practices that we have been using. Unfinished sections include content, speaking on behalf of PYM, voice and visual identity, channel management, and politics. PYM communications staff is well able to support this work.

In discussion, we noted that speaking on behalf of the Yearly Meeting is clear in Faith and Practice. PYM collaboratives have deep subject-matter knowledge and discernment and may want to say what they know or to adopt another organization's belief in their own name. Each collaborative's website page states that their opinions are their own and not those of the Yearly Meeting. However, we need to demonstrate that PYM welcomes a variety and divergence of opinion among Friends. Friends also agreed that the policy needs an explicit social media component. Friends asked Christie to consider these comments and bring the policy back to Administrative Council for approval.

#### 5. Leadership Service Limits

Melissa Rycroft introduced a proposed policy on leadership service limits. **Friends forwarded it to Governance Advisory Committee for further seasoning.**

#### 6. Finance Committee: FY 2025 Draft Budget and ASMHPT Bridge Funding

Linell McCurry discussed the FY 2025 draft budget. It is balanced. Income expectations are solid; we have a good sense of investment income in the first half of fiscal 2025. Expenses will firm up by the June meeting. The budgets need to be released to Annual Sessions at Admin Council's June meeting because Annual Sessions is in early July. Friends thanked Finance Committee for their work.

Interim Treasurer Tom Zemaitis reported on bridge funding for Arch Street Meeting House Preservation Trust (ASMHPT) around its capital campaign to update major systems at Arch Street. Last year, Finance Committee approved bridge funding to prepare construction documents, but it was not used. ASMHPT fundraising was robust enough to cover the costs. A new phase of work begins shortly and Finance has agreed to provide bridge funding from the Capital Reserve Fund for up to \$350,000, if needed. This report is for Admin Council's information. There is no request for bridge funding at this time.

#### 7. Granting Committee Report

The report is substantially similar to the last report with the addition of a welcome to Joey Leroux, the new Director of Grantmaking.

#### 8. Quarterly Meeting Structure Discussion

In recent council meetings and at Continuing Sessions the subject of QM structure has arisen -- Is the current structure and the number of QM's effective, sustainable, and meeting needs? In open discussion, Friends noted how different the 13 quarters are. Quaker Life Council's Ministry and Care Committee is deeply under the weight of this concern, creating relationship with quarters and noting the closer the quarters feel to the life of the yearly meeting, the more in relationship they are. Spiritual connection is more important than geographic connection. The connection Friends feel to their quarters is key for many Friends. Ministry and Care will have more information at the end of the year.

9. Adjourn

The meeting ended with worship at 10:31 am.

Faithfully submitted,  
John Marquette