

MINUTES OF BALTIMORE YEARLY MEETING
INTERIM MEETING
SIXTH MONTH 19, 2010
FRIENDS MEETING SCHOOL, IJAMSVILLE, MARYLAND

12010-20 *Opening.* Friends gathered in worship at 2:05 pm. The Clerk mentioned her ‘green Bible’ in which any text about the earth and stewardship is printed in green. Psalm 8 speaks of our right relationship with creation: “How majestic is your name in all the Earth.” We ask that each of us come into our right relationship with creation for “the earth is the Lord’s and the fullness thereof.” (Psalm 24)

Friends from twenty-three meetings signed in. Adelphi, Alexandria, Annapolis, Baltimore-Stony Run, Bethesda, Charlottesville, Deer Creek, Frederick, Gettysburg, Goose Creek, Gunpowder, Herndon, Hopewell Centre, Langley Hill, Little Britain, Maury River, Nottingham, Patapsco, Richmond, Roanoke, Sandy Spring, State College, Takoma Park, Valley, Friends Meeting of Washington.

Alex Bell (Bethesda) and Malachy Kilbride (Washington) held the Meeting in the Light.

12010-21 *Welcome.* Annette Breiling (Seneca Valley), head of Friends Meeting School, spoke of the school, which is nearly 13 years old and began with 13 students. Grades were gradually added, and a high school has just begun. The school has about 100 students and has twice been named Maryland Character Educator of the Year because of the way it teaches Quaker values. Friends were invited to explore the school and its campus. Friends were reminded that Baltimore Yearly Meeting holds Friends Meeting School under its spiritual care, and two individuals to serve on the board are needed. Friends Meeting School also welcomes financial assistance.

12010-22 *News of Friends.* Virginia Sutton of Gunpowder Meeting, former Clerk of Baltimore Yearly Meeting, died May 28, 2010 at Broadmead; her Memorial Meeting for Worship will be at 11 am on June 26 at Gunpowder Meeting. Two Friends from Sandy Spring Meeting died at Friends House in May: Marjorie Ramphal was a tireless worker for Peace, and Joy DeLeon a stalwart of the Junior Yearly Meeting in caring for the little ones. Dennis Hartzell is recovering from viral meningitis – please hold him in Light. Bob and Susie Fetter will be celebrating their 50th wedding anniversary next week. Congratulations Bob and Susie! John Damon of Great Plains Yearly Meeting, who has visited us through our Intervisitation Program, passed away early in June. Hugh Fuller and Georgia Fuller just celebrated their 43rd wedding anniversary. Harry Scott, former Clerk of Baltimore Yearly Meeting Stony Run, died April 17th. George Lamborn died this spring; a service was held at Drumore Meeting in family tradition,

although Drumore Meeting has been laid down.

I2010-23 *Visioning ad hoc Committee.* John Smallwood (Langley Hill) presented.

The ad hoc Committee of Visiting Ministers for Yearly Meeting Visioning

For the third time in the last thirty years, Baltimore Yearly Meeting seeks to discern a clearer vision of itself as a religious community. How is God calling us as a Yearly Meeting to act and to develop communally? How are we, as a Yearly Meeting community, fulfilling our divinely led ministry and calling in the 21st Century?

As part of this process, the Yearly Meeting is inviting its Meetings to participate in discernment of a vision for our common future. It also is asking Yearly Meeting Committees to share their visions.

On Tenth Month 17, 2009 (I2009-43), Interim Meeting called together a small ad hoc planning group to develop thoughts about how to proceed. After receiving recommendations from this planning group on Third Month 27, 2010 (I2010-10), Interim Meeting authorized the Yearly Meeting Presiding Clerk and Interim Meeting Clerk to call together a group of Friends to visit each and every BYM Meeting. These Friends have been described as visiting ministers. Their names are listed below.

Each visiting minister will contact four or five Monthly Meetings, Preparative Meetings, or Worship Groups. They will request an appropriate day to visit. On the agreed day, a visiting minister and a companion will visit these Meetings, share queries, listen to the thoughts of those in attendance and take notes. Each visiting minister will travel with a letter of introduction signed by Presiding Clerk Howard Fullerton, and the ministers will invite the Meetings they visit to endorse their letters. The Committee intends to complete these visits before the end of 2010.

Upon completion of the visits, the Committee will meet in worship to discern and prepare a recommended vision to be brought to Interim Meeting or Annual Session. The Committee seeks to bring forward a vision recommendation that may guide BYM for the next ten to twenty years.

The Yearly Meeting Presiding Clerk and Interim Meeting Clerk have designated John Smallwood as Clerk of this ad hoc Committee of

Visiting Ministers. Meetings and individuals also may send statements of vision to the Clerk of this committee.

This ad hoc Committee's term ends when the Yearly Meeting has received the Committee's report and has concluded its discernment with regard to the recommended vision.

Committee members are:

John Smallwood, Clerk, Charlotte Boynton, Ramona Buck, Deborah Haines, Peg Hansen, Elizabeth Hofmeister, Jean James, Lamar Matthew, Elizabeth Meyer, Meg Meyer, Riley Robinson, Ken Stockbridge

Friends APPROVED the above change for this ad hoc group, with the understanding that this will be forwarded to Annual Session.

12010-24 *Peace & Social Concerns Committee.* Bill Mims (Langley Hill) reported. The Committee proposed that Baltimore Yearly Meeting send a letter to President Barack Obama regarding the Israeli blockade of Gaza.

Friends APPROVED the attached letter. [Attachment A] Hugh Fuller stood aside from this decision based on his concern that Friends are in an awkward position to recommend peace when Baltimore Yearly Meeting isn't in peace within Friends United Meeting.

12010-25 *Unity with Nature Committee.* Barbara Williamson (Richmond) presented a minute in support of the Shenandoah Mountain National Scenic Area.

A Friend expressed concern about designating areas in a way which limits their use. Others asked about the procedures beyond the Friends of Shenandoah Mountains.

It was suggested that this information with a map be seasoned in Monthly Meetings before action is taken.

12010-26 *Nominating Committee.* Barbara Thomas (Annapolis) reported.

Resignations:

From Indian Affairs	David Elkinton (Patuxent)
From Friends House Board	Virginia Lester (Alexandria)

These were ACCEPTED.

Individuals are still needed for involvement in the following Committees and concerns: Friends General Conference, Youth Programs, Religious Education, and Indian Affairs. Please consider whether you know anyone who would be enriched by service in any

of these.

It was suggested that Committees annually establish a nominating committee to work toward the naming of a Clerk for that Committee. This should be done well before Annual Session.

12010-27 Naming Committee. Ted Heck (Richmond) reported for the Naming Committee which also included David Fitz (York) and Anne Marie Moriarty (Adelphi). This Committee brings forward nominees for the Search Committee, a Committee of Interim Meeting. The names of Lamar Mathew (York) and Barbara Thomas (Annapolis) were brought forward and APPROVED for three-year terms.

12010-28 Search Committee. Betsy Meyer and Meg Meyer stepped aside from the Clerks' table during this item. Howard Fullerton presided and Deborah Haines recorded.

Janet Eaby (Nottingham) presented the report of the Search Committee, a Committee of Interim Meeting, making the following recommendations:

Elizabeth Meyer (Sandy Spring) to serve as clerk of Baltimore Yearly Meeting beginning at the end of annual session in 2010, and continuing through 2012.

Margaret Boyd Meyer (Stony Run) to serve as Clerk of Interim Meeting for a two year term.

Elizabeth Hoffmeister (Bethesda) to serve another two-year term on the Supervisory Committee.

David Treber (Dunnings Creek) to serve another three-year term on Nominating Committee.

Friends APPROVED forwarding these names to Annual Session for final approval.

Charlotte Boynton (Langley Hill) and Bronna Zlochiver (Sandy Spring) have resigned from Nominating Committee. Friends ACCEPTED their resignations. There are now five vacancies on Nominating Committee. Friends are urged to recommend Friends who might be asked to undertake this important service. In addition, Friends are asked to consider who might serve as Recording Clerk for Interim Meeting.

12010-29 FGC Report. Rebecca Haines Rosenburg (Alexandria), who serves as a Baltimore Yearly Meeting representative on both Friends General Conference (FGC) Central Committee and Executive Committee, reported. FGC is implementing staff changes and changing its committee structure to permit flexibility. Six program com-

mittees will be consolidated into one Committee for Nurturing Ministries. A majority of BYM representatives serve on these committees. Volunteer coordinators will help nominating committees and individuals nominated to serve FGC. Quaker Quest will be expanding. A new General Secretary to start in July 2011 is being sought. The Gathering will be held at Bowling Green University July 4-10 this year. A financial campaign is also being held.

12010-30 Trustees. Byron Sanford (Washington) and Frannie Taylor (Goose Creek) presented the following recommendation out of a period of waiting worship:

BYM FUNDS: COMING BACK INTO BALANCE

Since 2006, Baltimore Yearly Meeting Friends have heard numerous presentations about an accounting problem with Yearly Meeting Funds. This has been discussed at every Annual Session and at many Interim Meetings by Trustees and others. A great deal of work has gone into searching for a resolution. The following material gives some background about the work done and offers a proposal for solving the problem so that our numbers reflect the reality of our financial situation.

First, some terms we all need to understand:

- Designated funds are unrestricted funds, meaning there are no restrictions placed on them by a donor. Unrestricted funds primarily come from apportionment, unrestricted contributions, fees for attending any BYM program (Annual Session, camps, Women's Retreat, Spiritual Formation, YF or JYF conferences, etc.), and rental or sale of property. If there is no actual surplus from operations, then there are no funds to designate. This has not always been clear to Friends. When our year-end reports declare an actual surplus, then and only then may BYM decide to designate the surplus money for a specific purpose if that is seen as prudent. The organization may later undesignate these funds as well.

- Temporarily Restricted funds are donated money, all of which must be used in accordance with the donor's wishes, unless the use was a finite goal which has been achieved for less than the total amount (i.e. someone donates \$60,000 for a new bath house at Catoctin, but we manage to build one for \$50,000. The rest of the donation is released for general use once the restriction is met). However, temporarily restricted donations to BYM are usually for ongoing projects.

- Permanently Restricted funds are the same as endowments. The donor has restricted us from using the original gift, but we are expected to invest it and use the income from investment for the restricted purpose laid out by the donor(s).

BYM has many funds in all three of these categories. We also have several cash (bank) accounts and investment accounts which do not correspond directly to the book balances in the various funds, and they should not be expected to. Cash flow and cash management are very different processes from fund accounting.

For purposes of this discussion, we need to differentiate funds from cash. A fund is money set aside on our books for a specific purpose. No single fund is located in a cash account or investment account. The funds are combined in various investments for permanently restricted funds and some of the temporarily restricted funds. We have also “invested” in student loans, a small Meeting House loan to one of our constituent Monthly Meetings, and real property.

All fund balances referenced in this report are as of 12/31/09 and have been reviewed by our auditor.

Summary of the problem:

BYM currently has negative unrestricted reserves. Unrestricted reserves are accumulated surpluses (and deficits) from operations over the years. They provide a cushion for years in which our expenses exceed our revenues. They enable us to set up reserves for future expenses, for instance, the maintenance of our buildings and properties. Unrestricted reserves are also what we draw on when we choose to designate funds for any other specific purpose. If the unrestricted reserves are negative, we cannot set aside money for any of these things, even on paper, because the net asset does not exist. BYM has not always followed this practice.

Some History:

In October of 2006, subsequent to the audit of our FY 2005 books, we received a management letter from our auditors, Snyder, Cohn, Collyer, Hamilton & Assoc. that identified several issues for us to reconcile. The primary focus of this letter was that the value of our investments, student loans, and Meeting House loans was much less than the total amount of permanently and temporarily restricted funds

listed on our financial statements at the end of 2005. Typically, we would be expected to make up any shortfall of investments from our unrestricted reserves, at least to cover the amount of permanently restricted funds entirely and also the amount of temporarily restricted funds that we did not expect to use within 12 months. This brought to light the fact that our unrestricted reserves were in fact negative and had been since the purchase of Shiloh in 1991. No one had noticed this because our practice with our financial statements had been to show unrestricted reserves combined with fixed assets, land and buildings. While all of these can be considered unrestricted net assets, the value of the fixed assets is large enough that the negative reserves would not be immediately apparent to anyone looking at our financial statements.

In 2007, we asked our new accountant, Judy Stanfield of Strack Stanfield, LLC, to study the management letter from our previous auditors and to research the deficit. She used the financial reports included in the yearbooks from 1979 through 2005, as well as detailed general ledger reports for the more recent years. She agreed that the deficit began with the purchase of Shiloh and, though it had fluctuated through the years, it had remained significantly negative.

Both accountants made recommendations to relieve the deficit situation. These included:

- Reclassify some funds that had erroneously been called restricted.
- Remove the designation of the Easement Fund and other designated funds.
- Run a surplus budget (revenues exceed expenses) and add this extra cash to unrestricted reserves.

We must note here that two independent accounting firms have now studied the situation. What they found was a lack of organizational understanding in BYM of some generally accepted accounting principles and fund accounting principles that even mutated over time, juxtaposed against a decentralized and understaffed financial system. In recent years staff, turnover has lessened and procedures have been clarified and corrected.

There is a lesson in timely action here. Had we been able to do all of the needed analysis and make a proposal before the recent stock market downturn, the resulting proposal would have been less pain-

ful. By taking some time, however, we are now far clearer about the nature and history of these funds.

Judy Stanfield is our accountant engaged to perform an audit for 2010. She has told us that we must fix this situation now. It has gone on too long. We cannot designate funds for specific purposes until such a time as we have a positive balance in unrestricted reserves and then only to the extent that the reserves remain positive.

Research & Recommendation:

After extensive research done by members of the Trustees, the Educational Loan Committee, the Clerk of BYM and staff members, the Trustees have been able to identify several funds that are considered to be designated rather than restricted. We have also determined that the restrictions have been met on some funds and those funds should be released. The Trustees recommends the following actions to bring the unrestricted reserves to a positive balance:

As of 12/31/2009:

Unrestricted Reserves \$ (349,397.00)

These funds are to be released or undesignated:

Ethel Reynolds

(Temp. Restricted Fund, restriction has been met) 62,000.00

Portion of Fairhill Fund

(designated, from sale of property circa 1870) 126,656.00

Representative Travel

(Temp. Restricted Fund, restriction has been met) 200.00

Friends in Education

(designated, surplus from program fees) 2,386.50

Servant Leadership

(designated, surplus from program fees) 1,299.77

Meeting House Loan

(portion that is from sale of property, old fund) 44,912.53

Sabbatical Reserve

(designated) 3,000.00

Office Property Reserve

(designated) 9,735.00

Easement Fund

(designated, from sale of easement at Catoclin) 64,024.00

FUM Set Aside

(designated) 26,100.00

Total funds to be released or undesignated:	\$340,313.80
New Unrestricted Reserves balance:	\$(9,082.20)

In addition to these funds there are two other funds that have come into question, the Spiritual Formation Fund and the Women’s Retreat Fund. Both of these funds come from the surpluses that these programs have run over the years. Each year donations are made along with registration fees to both of these funds so that the money may be used for retreat scholarships or future program deficits. Each year scholarships are given out that may or may not equal the amount of donations specified for that purpose. Our accountant and the retreat organizers have been content to simply add surpluses to the funds (more common) or subtract deficits from the funds (less common and usually small). Both programs are considered to be under the care of the Ministry and Pastoral Care Committee. In the case of the Women’s Retreat Fund, this cash was actually passed from year to year to the group of women organizing the event. Each year, the women from a different Monthly Meeting take on that responsibility. As the fund grew larger, it was suggested that it be given over to BYM to manage the cash for this event. BYM staff also signs the contracts for rental of retreat centers for both events, handles the registration for both, and covers both events under the insurance policy held by the Yearly Meeting.

While in the strictest generally accepted accounting principles these funds are considered to be designated, we have heard great concern from both retreat groups and recognize that they carry a sense of ownership for these funds. Because of the donations made into the funds, there are some Friends who consider the entire fund to be restricted. Trustees wish to be tender to these concerns and recognize that more time is needed for these Friends to be clear as to the nature of the funds. We are not including these funds for reclassification or un-designation at this time. The fund balances are:

Women’s Retreat	\$8,819.00
Spiritual Formation	\$6,631.00

Going forward

There is a silver lining to our situation. While these financial adjustments may cause us some discomfort in the short term, getting our “books” in good order moves us toward financial health and long-

term stability. By taking the recommended steps, BYM is able to rectify the problem of negative reserves without a fiscal crisis. For the most part, Yearly Meeting operations will continue as usual; our Camps and other program will operate without noticeable disruption. Once we are back on track, we can proceed with clarity and instill confidence in Yearly Meeting operations. By implementing standard practices from this point forward, BYM will also be in a better position to respond to the shared Vision we are working to articulate over the next year.

In the future, Trustees recommends that absolutely no funds be designated by the Yearly Meeting unless there is a positive balance in unrestricted reserves, and then only maintained to the extent that these reserves remain positive.

This project has been the result of a great deal of work by many people who contributed in various ways and at various times. Some are:

Sheila Bach, former Treasurer
Marion Ballard, Treasurer
Howard Fullerton, Presiding Clerk
David Hunter, Camp Property Manager
Margo Lehman, Comptroller
Brett Leonard, Educational Loan Ctte
Rich Liversidge, Trustees
Oliver Moles, Educational Loan Ctte
Riley Robinson, General Secretary
Byron Sandford, Clerk of Trustees
Frannie Taylor, Trustees
Laurie Wilner, Assistant Treasurer

Friends considered whether to undesignate these accounts on a fund-by-fund basis, carefully considering the history and circumstances of each fund.

Ethel Reynolds \$62,000.00 APPROVED

Portion of Fairhill Fund \$126,656.00 APPROVED

Representative Travel \$200.00 APPROVED

Friends in Education \$2,386.50 APPROVED

Servant Leadership \$1,299.77 APPROVED

Meeting House Loan \$44,912.53 APPROVED

Sabbatical Reserve \$3,000.00 APPROVED

Office Property Reserve \$9,735.00 APPROVED

Easement Fund \$64,024.00 The Camp Property Management Committee needs to review this before action is taken. It will be LAID OVER until Annual Session.

FUM Set Aside \$26,100.00. Friends expressed concern that cash does not exist to back this fund. In early 2005, BYM sent \$25,000 to FUM with some restrictions which FUM could not meet. The money was returned to BYM. Friends were not at ease to undesignate this fund and this item was LAID OVER. Trustees expressed the intent to set up some open time at Annual Session to hear concerns from individuals and discuss possible options with respect to this item.

Trustees and Ministry and Pastoral Care Committees are considering issues relating to Women's Retreat Fund and Spiritual Formation Fund.

12010-31 *Treasurer's Report.* Marion Ballard (Bethesda) gave the following report:

Byron Sandford, Clerk of Trustees, talked to you about financial matters from the past. I am going to bring you up to date on how we are doing financially this year. Then Robinne Gray, Development Director, will talk about how we can improve on our financial picture going forward.

I am going to talk about 3 things: our financial review for 2009 - and, our finances year-to-date in 2010, and efforts that are currently underway relating to improving our financial systems.

I. Annual Audit/Review: As you know, we have an audit every third year and when there is a change in General Secretary or Treasurer. Our financials in 2007 were audited. In 2008 and 2009 we had a Review. The 2009 review has just been finished. The firm we are currently using is Strack and Stanfield, LLC, CPA. Copies of the Balance Sheet comparing 2009 to 2008 and the Statement of Activities are available here today.

The draft numbers I reported at the March interim meeting can be updated now that the Review is finished. They are the circled numbers on the Statement of Activities. We did much better in 2009 than in 2008: in 2008 our Total Net Assets decreased by \$134,622; in 2009

they increased by \$47,015. That's the good news. The bad news is that we had a loss of \$106,200 in Unrestricted Net Assets in 2009. It is this number that we work so hard on to budget. It is the difference between unrestricted revenues and unrestricted expenses. I don't have a report here today that shows where we went off budget. But Stewardship and Finances looks carefully at the difference between budget and actual in preparing for the 2011 budget, hoping to avoid spending more than we take in. That difference accumulates to our Unrestricted Reserves/Net Assets.

II. Review of Finances YTD: You also have our financials for the first four months of 2010. The most important column on the Statement of Activities is the third column (year-to-date numbers, through April 30, 2010). This is a good time of year to look at our financials. Camp revenues are coming in fast and furiously but we haven't started paying camp staff and camp expenses. So our revenues are high: \$486,856. Our expenses year-to-date are much less: \$372,337. I don't believe depreciations has been recorded as an expense yet. With it we would probably have expenses of closer to \$400,000. In any case, we have a comfortable net revenue over expenses.

Apportionment is coming in better than last year (look at the third line, third and fourth columns). We have received 29% of apportionment expected. But, by the end of the 4th month we should have received 33%.

Contributions are quite a bit less than last year at this time - \$16,737 this year, versus \$27,532 last year.

On the expense side, we have spent 19% of staff salary budget. We have spent 22% of the total expense budget. But as soon as camp starts, the money starts pouring out. At this time, our revenues for the year exceed our expenses for the year by more than \$114,519 (without depreciation). Last year revenues exceeded expenses by \$6,033.

I am not going to comment on the Balance Sheet because it is going to look so much different next time you see it. But you might notice that we have over \$200,000 out in Student Loans.

I just want to thank Margo Lehman for all the work she has done in preparing financial statements for the Treasurer, the basic proposal for the solution of the funds situation and her tremendous effort in preparing the budget. There are many demands on her time right

now. All this without the help of an assistant and always with a pleasant demeanor.

III. Other Efforts: It was a major effort – and a worthwhile project - to research the sources and use of our funds. A great deal of thanks go to trustees, particularly Howard Fullerton, who did the heavy lifting. As a result we identified several policies that we need. In October we will present drafts of policies for gift acceptance, gift accounting, investing funds, harvesting income and documenting methods of operation.

Respectfully submitted,
Marion Scattergood Ballard

I2010-32 *Development Director's Update.* Robinne Grey (Washington) reported that \$31,656 has been given this year, which is only a small part of the \$180,000 budgeted. Only the first of three annual appeal letters has been sent at this time. Slow but steady growth has occurred in our monthly donation system. Robinne is available to Monthly Meetings to give presentations.

Robinne shared her monthly report, the Development Committee's vision statement, a statement on "What the Yearly Meeting Is" and a draft brochure about Baltimore Yearly Meeting. Please send feedback to her.

I2010-33 *Ad hoc Intervisitation Committee.* Georgia Fuller (Langley Hill) presented the following Committee report.

This year we anticipate our largest number of guests. We ask your help in welcoming them to Baltimore Yearly Meeting and in extending hospitality. Please let the Clerk know (georgiafuller@gmail.com) if:

- you live near one of the airports and have extra room in your car to transport a guest
- you know one of our guests and can be a spiritual companion for them during Yearly Meeting

Anticipated Guests to our 2010 Annual Session as of June 15, 2010:

Great Plains YM: Aaron Fowler (new guest)

Iowa YM: Kevin Mortimer (new guest, and presenting two workshops)

Kenya: Henry Apencha (new guest)

New England YM: Minga Claggett-Bourne and Deana Chase (re-

turning)

North Carolina YM: Tony Lowe and Betsy Blake (new guests: Tony is leading the afternoon Bible Study and Betsy is a Young Adult Friend)

New York YM: Gabe Obermayer and Risa Pomerselig (new guests, both are Young Friends)

Southeastern YM: Neil and Phoebe Anderson (returning)

Wilmington YM: Betty Johnson (prospective new guest)

FUM Office: Sylvia Graves (returning and leading morning Bible Study)

Summary of our Committee's Vision

We remain committed to the spiritual challenges of peace-making and building community within Friends United Meeting. We unite with other Friends in seeking to build bridges of understanding through a traveling ministry of presence, deep listening, and hospitality. Over the years we have found that we actually become the bridges. We are grateful for every Friend who has participated in this ministry. Among these Friends are:

- our ministers and elders who travel to other Yearly Meetings
- our own Committee members
- guests who come from FUM offices and other FUM Yearly Meetings to our Annual Session
- Friends who give hospitality to those traveling to and from BYM
- BYM's hard-working staff and volunteers who assist with Friendly hospitality for our guests at Annual Session and,
- all participants at Annual Session who meet our travelers and guests and attend our many events.

Our Friendly outreach is spiritually challenging because we are forming relationships among Friends who are different from us in ways that are surprising and occasionally annoying or even threatening. Each of us—traveler, guest, host, and participant—risks leaving our comfort zone. We serve in faith. We ask God to send us the wisdom to heed the exhortation that George Fox gave Friends from Launceston Prison in 1656: “Be patterns, be examples, in all countries, places, islands, nations, wherever you come; that your carriage and life may preach among all sorts of people, and to them; then you will come to walk cheerfully over the world, answering that of God in every one.”

Knowing more about who we are now, as diverse Friends, enables

us to move into the future with greater clarity and to witness to our world with greater unity of purpose.

Ken Stockbridge (Patapsco) read the travel minutes for Sharon Knox (Patapsco) and Rosemary Davis (Patapsco). These minutes were ENDORSED. Martha Gay (Adelphi) read the travel minute for Ken Stockbridge (Patapsco), which was ENDORSED. Bill Mims (Langley Hill) read a travel minute for Maryhelen "Mel" Snyder (Langley Hill) and Barbara "Babs" Williams (Langley Hill) who intend to travel together. This also was ENDORSED.

I2010-34 *Manual of Procedure*. Katherine Smith (Maury River) presented the following description for the Development Committee, which is new for our Manual of Procedure.

The Development Committee consists of five or more members nominated by the Nominating Committee and appointed by the Yearly Meeting. In addition, either the Clerk or another member of the Trustees and one member of Stewardship and Finance Committee are ex officio members. Development Committee prepares, guides, and assists in the implementation of fundraising plans. It is charged with the creation and subsequent oversight of a comprehensive development plan for Baltimore Yearly Meeting that clarifies the role of Monthly Meeting apportionment; an annual giving program; development policies that address the acceptance and handling of both restricted and unrestricted contributions; and the appropriate uses of Yearly Meeting and Monthly Meeting communication avenues.

The Committee also reviews requests for exceptional, one-time release of the Yearly Meeting mailing list for purposes of financial solicitation and, if it approves, forwards such requests to the next Interim Meeting or Annual Session for final consideration. (Excepted from the Yearly Meeting's policy restricting such use of the mailing list, and thus from Development Committee review, are the affiliated Quaker organizations Friends General Conference, Friends United Meeting, and Friends World Committee for Consultation.)

The Committee guides, supports, and assists the Development Director in the following ways: researching for the Yearly Meeting potential sources of financial support, including individuals and Monthly Meetings; cultivating and requesting support from major donors, including individuals, foundations and other organizations; establishing regular contact with individuals and Monthly Meetings to promote increased giving to Yearly Meeting; creating curricula for supporting

Monthly Meetings in their own fundraising efforts; and promoting efforts to secure bequests and other deferred gifts. The Committee maintains appropriate consultation with the General Secretary and Supervisory Committee about shared supervision and personnel matters. Should there be no Development Director the Committee undertakes these duties, and others ascribed to that position, as needed.

The Development Committee has oversight of fundraising efforts that other Yearly Meeting committees may initiate. It assists in the planning and implementation of such efforts and ensures that any fundraising effort is consistent with the overall development plan. The Committee consults with Stewardship and Finance, Camp Programs, Camp Properties, and Youth Programs Committees on a regular basis to discuss the budgetary process and to promote giving. The Development Committee consults with Trustees for guidance on legal and Yearly Meeting policy issues.

This description was APPROVED.

Katherine Smith then presented the following updated description of Ministry and Pastoral Care Committee.

The Ministry and Pastoral Care Committee consists of approximately twelve members nominated by the Nominating Committee and appointed by the Yearly Meeting.

The Committee is concerned with deepening the spiritual life of Baltimore Yearly Meeting and of its constituent Monthly Meetings. The Committee carries an active concern for calling forth and nurturing the gifts of the Spirit in the Yearly Meeting. The Committee encourages and supports Monthly Meetings as they recognize, publicly affirm, and practically support those individuals who exercise their gifts in faithful ministry and service.

The Committee assists Monthly Meetings in fostering community and addressing the needs of individuals within their Meetings. Committee members are expected to visit a variety of Monthly Meetings throughout the year. Monthly Meeting committees, especially Ministry and Counsel committees, are encouraged to invite these visits.

The Committee assists the Yearly Meeting with programs, retreats, workshops at Annual Sessions, and during the year as needed. The Clerk of the Ministry and Pastoral Care Committee serves as a mem-

ber of the Program Committee.

The Committee advises Monthly Meetings on the preparation of the Annual Report of the Spiritual State of the Monthly Meeting in accordance with the guidelines in our Faith and Practice. The Committee receives the approved reports and incorporates them, with concerns and information about events in the Yearly Meeting, into a Spiritual State of the Yearly Meeting Report to be presented for consideration and acceptance at Annual Session.

The Committee considers requests for Yearly Meeting endorsement of minutes of support for members traveling in the ministry outside our Yearly Meeting. Such minutes usually are prepared by the Monthly Meeting in which the Friend holds membership and then endorsed by the Yearly Meeting. (See Faith and Practice, Part III, Section B, Sub-section 5, b Minutes for Spiritual Service and, c Endorsements.) If there is clearness to proceed, the Committee brings a recommendation to the Yearly Meeting or Interim Meeting for this minute. Minutes endorsed by the Yearly Meeting should be returned to the Yearly Meeting. Ordinarily, the endorsement is for one year.

The Committee maintains the Guidelines for Embracing the Ministry of Friends and supports Monthly Meeting Committees of Oversight for these Friends.

The Committee maintains a current list of all recorded ministers within the Yearly Meeting.

The updated description was APPROVED.

The Manual of Procedure Committee also will make changes in other places in the Manual for consistency with these changes.

12010-36 *Youth Secretary's Report.* Allison Duncan (Adelphi) gave the following report.

Youth Secretary Annual Report 2010

When I sat down to write this, I took a moment to analyze my job. At that time, I realized I serve different groups in my work as Youth Secretary. I serve the youth with the Junior and Young Friends programs (JYFs and YFs), I serve the Youth Programs Committee, I serve myself to grow in my work, and I serve the whole of the Yearly

Meeting.

The Junior Young Friends are doing quite well. Their theme for this year was Integrity. They learned about how to have integrity as individuals, as a community and in the world. Their average number of participants was 20, and they have achieved an incredible amount of depth. The Middle School Coordinator for Philadelphia Yearly Meeting attended a conference and remarked to me at the quality of the community, saying that he wishes PYM could reach that level. At the last conference, three JYFs first asked if they could marry each other, then if they could all marry me, and last if they could marry all of JYF. I told them they couldn't do that, but they could become members, which is another way to commit to being with a group of people for the rest of your life. Some of them are now talking about joining their Meetings. Another neat development in the JYF program was co-sponsoring a JYF conference with Chesapeake Quarterly Meeting. I planned and executed the schedule on Saturday of the retreat and overnight to Sunday morning. Then volunteers from CQM planned and executed the day on Sunday, and were able to extend the typical schedule. If there are other Quarterly Meetings who would be interested in coordinating a JYF conference with their schedule to increase both youth and parent involvement, please contact me. I'd be happy to do it again.

Young Friends are also doing well. The average number of Young Friends at each conference this year was 58, and at Exec retreats it was 14. I continue to prod them to follow through with their commitments, to bring them information from the wider Quaker world and other items of business, and to create these Groovy t-shirts! We cancelled one of our conferences this year due to snow, but the Young Friends are so fed by their gatherings that they insisted on rescheduling it the following week, and we had a great time. This fall, I collected epistles from as many Young Friends programs in other Yearly Meetings as I could, and we read them at our business meetings. One Young Friend's reaction was, "Whoa, they're just like us!" I'm glad to show them that High School aged Quakers all over the country are gathering in intentional community together.

A big accomplishment of the year was returning to Stony Run. It is the Meeting House where, in September 2006, some Young Friends lost their trust as well as the trust of the Yearly Meeting. After Young Friends re-affirmed their gathering expectations and some work within Stony Run Meeting, and after BYM passed the Youth Safety

Policy, Young Friends were officially invited back to Stony Run. The January Executive Committee retreat was held at there, and many of the seniors (who have now graduated) spent the weekend reflecting on how that event, at the first conference they were eligible to attend in their freshman year of high school, colored their Young Friends experience.

We are trying to teach our youth to care about world issues, and to learn how to be responsible with money. One discipline we are trying to include is that of making charitable donations. Whenever a workshop leader refuses payment, I encourage the YFs to choose an organization to send their payment to, since that expenditure is already budgeted. In addition, this year they formed a “do good deeds” committee. The committee researched possible charities and made a recommendation: Shelterbox, an organization that sends housing materials to refugees and other displaced people. Then, a YF representative from each interested Monthly Meeting and Quaker school took information about Shelterbox home to raise money. In the end, from multiple sources Young Friends raised over \$2,100, enough money to send materials to house more than 20 people. I can’t promise that it taught Young Friends to be completely faithful with their money, but it’s a start.

Besides supporting the community of Young Friends and JYFs, I support the young people in our Yearly Meeting individually. I have fallen into a pastoral care role with some Young Friends, and have initiated structures within conferences for individuals to get support. We had two clearness committees and two support committees meet during the course of the year. I also write innumerable recommendation letters: for colleges, for Quaker programs within colleges, for Quaker high schools, for Quaker high school programs, and for Young Friends to become camp counselors, not to mention being a reference for secular jobs. I know our teens well, and they know that I support them.

Over the summer, I visited each camp in our Yearly Meeting. I met campers, hung out with cooks, consulted with directors, and checked-in with counselors, many of whom are or were Young Friends. I believe it served to connect the Camping Program with the Youth Program of the Yearly Meeting, which serves our youth with consistent year-round programming. I am now more equipped to include program material from the different camps in Young Friends gatherings. I got to meet a good number of parents, and discuss the Youth Pro-

gram with them. The campers who attended JYF or Young Friends gatherings for the first time already knew who I was and could feel comfortable soon after arriving. After visiting, I was also allowed to send a letter to camp families describing the Youth Program. I hope to grow the JYF program this way. The Young Friends also chose to do their service at Common Ground, Teen Adventure's base camp, furthering the connection between the Camping Program and the Youth Program.

The final way that I served the youth this year was to hold a week-end conference for their parents. Twenty-one people attended. They shared their own experiences as a teen, the current issues they struggle with, got support from each other on how to deal with it, and were reminded that Spirit is a great resource in this time, as in all times. A highlight for many was the worship sharing messages I collected from Young Friends in response to the query "What do you wish you could tell your parents?" The parents got insight into what profound experiences their children have at Young Friends events. Participants left refreshed and ready to face the issues involved in parenting teens.

I don't just support the youth of the Yearly Meeting. I also support my committee, myself and the Yearly Meeting at large. I supported the Youth Programs Committee this year in multiple ways. I updated the medical and registration forms, performed background checks on potential FAPs, communicated with the Committee about the visioning process, brought them programmatic issues for discernment, and wrote the budget. I helped edit the Youth Secretary Subcommittee scope, compile information on Meeting Houses (including local hospitals and state reporting guidelines), and discern age restrictions for Junior Young Friends. For the year ending 12/31/09 the youth conferences generated \$9820 in budget surpluses to help cover the administrative costs of the program. The entire program came in under budget by \$11,382, dramatically reducing the subsidy needed by the Yearly Meeting.

For myself, I went to a Clerking workshop at Pendle Hill where I was reinvigorated in Spiritual discernment. In addition to visiting the camps, I went to an American Camping Association conference where I learned about teen risky behavior, how to advertise programming to parents, and how to train volunteers, all very pertinent to my job even though I don't run a camp. I will attend Friends General Conference's Annual Gathering this summer and work in the high

school program, where I hope to learn more about how other Yearly Meetings run their youth programs so that I can grow in my work. I did turn down the invitation to be on FGC's Youth Ministries Committee, which I believe was a good safeguard of my time.

I've also done a few things for the Yearly Meeting. I have collected "best practices" of First Day School programs for teens, as well as contact information for people who teach teen Religious Education. I have been told that the youth have the most thorough information in our database. I also do background checks for adults working in JYM at Annual Session. There are two funds held by BYM for Chesapeake Quarterly Meeting, which I have been working with Ken Stockbridge to use appropriately. Last, but certainly not least, I co-planned the Quaker Worker retreat with two people from PYM, where we experienced a much needed break and reflection time.

As always, it is a joy to work with the youth of the Yearly Meeting, and I am grateful for each year I that get to do so.

Friends expressed gratitude to Allison for her work.

Alison also brought forward the following report of Young Friend Nigel Buchanan Wollaston's travels.

A report from Nigel Buchanan-Wollaston about his visits to the Young Friends groups of Southern Appalachian Yearly Meeting & Association (SAYMA), Philadelphia Yearly Meeting (PYM), and Baltimore Yearly Meeting (BYM) in the summer of 2009.

To start with I would like to thank you all for supporting my visits to SAYMA, PYM and BYM Young Friends last summer. Let me tell you some of why and how this all happened.

I've been going to BYM since infancy. I now am a junior at Westtown School and was talking with friends there about their Yearly Meetings (New England YM & Philadelphia Yearly Meeting). So I thought it would be interesting to visit these other Yearly Meetings and compare how the different Young Friends groups work. I wanted to meet new people. It's fun and it's good to spend time immersed in Quaker Youth. Even though not all teens at gatherings are Quaker, it's good to connect with others and talk about our beliefs and customs.

Within all of these Yearly Meetings, a Young Friend's group is basically the high school group. We have weekend conferences and our own program at BYM. FAP's are important to know about at BYM. A FAP is a Friendly Adult Presence. These are adults who come to our events to participate and watch to see that things are safe.

So at BYM, Young Friends run most of the conferences. We hold business meetings from 10pm until they are finished, usually 1 or 1:30 am. We decide on rules of the conference, topics for future conferences, and other things that affect us. We have an executive committee with co-clerks, a webmaster, BYM Youth Program Committee Reps, a treasurer, and members at large who welcome teens new to Young Friends. I am on the exec committee. This is my second year as webmaster. We have 2 additional exec conferences every year to plan events and talk about any big issues that come up. So, the teens really decide everything about their own group in BYM. I really wanted to compare BYM YF's style of leadership, to how other YF groups are organized.

Last summer I was able to attend SAYMA in North Carolina, PYM in Pennsylvania, and BYM in Maryland. Time and money issues prevented me from also going to New England YM and New York YM as well.

PYM & SAYMA were very similar to each other, but very different from BYM.

At PYM & SAYMA:

- They hold only 1 business meeting at each weekend gathering (BYM has 2)
- The adults run the whole program (BYM teens run most of the program)
- The teens can be part of the "nurturing committee" (this is similar to the BYM executive committee, but with less decision making authority)
- They have an adult cook for everyone at each gathering (BYM teens decide on food planners and cooks for each gathering)
- They have bedtimes – at 11pm teens are expected to be in their rooms and pretty quiet. (BYM teens set their own bedtimes at each gathering and try to have various spaces designated to answer different needs, like a quiet room at 11pm, a loud room until 3am and a silent room at midnight)

- Adults (paid staff) do more organizing and teens have less responsibility (BYM teens have most of the responsibility and do most of the work of planning and dealing with their own groups issues and they report to the adults)
- The numbers of teens that come to weekend gatherings varies at all three YM's from 40-70. SAYMA averages about 40, PYM averages about 45 and BYM is higher in general at around 55 average in attendance.
- There are also cost differences. For weekend long gatherings SAYMA and BYM are similar at \$50. PYM is more costly and can be \$75 to \$100. They all offer scholarships very generously and try to make sure no one is turned away due to lack of funds.

We do various things at conferences. At all three YM's we do hang out and talk, but there are always workshops to go to as well. Some examples are:

- BYM usually has 1 two hour workshop – drum circle, different styles of dance, weaving, tie-dye, service projects, “What does it mean to be a Quaker?”, conscientious objector status and so on.
- PYM has choices between several workshops, and you can do 2 – mime, ASL signing, knitting. They recently had a themed gathering called “Sounds of Silence” where there was 24 hours of silence during a 3 day gathering.
- SAYMA – I am not sure, since I only went to their YM. There were workshops at the SAYMA for teens.

There are always Spiritual aspects to the conferences and YM's as well. At all the conferences we join with the Monthly Meeting we are visiting for Sunday morning worship. There are also worship sharing groups with queries related to the theme at the PYM gatherings. This is something I would like to do more of at BYM YF gatherings. There are also times when we do service projects. At BYM at least one conference a year is dedicated to service. Sometimes we have Quakerism workshops on topics like “ What do you say if someone asks you what Quakerism is?” and “ How to lead a workshop”.

Discussing queries are another way we use to tackle current issues. For example, recently the BYM Young Friends were asked to share their opinion about gay marriage when BYM adults had an issue with Friends United Meetings policies.

Another time at a conference at Langley Hill Meeting, teens had to decide between activities to participate in on Saturday. As a group they would either march against the war in Iraq or participate in a silent vigil about the same cause. After much discussion, they decided to go to the silent vigil, so that all teens could participate and remain true to their individual feelings about the war.

We sometimes have guest workshop leaders. At BYM we have had people help us learn about conscientious objector status, negotiation, and personal stories from a veteran and a Quaker visitor from Africa.

In BYM Young Friends, teens learn so much about doing Quaker process. Business meeting with the teens can be a very deep process. They really have to and do search themselves for “Truth”. They have to deal with issues that come up – it stretches their responsibility. They have to make decisions and then take responsibility for those decisions. Many teens feel like it’s a place where they are really listened to for the first time in their lives. Simply spending time being with other Young Friends strengthens our faith!

12010-37 *General Secretary’s Report.* Riley Robinson (Washington) reported that Supervisory Committee has prepared a new employee handbook. Camp work is going well, and Baltimore Yearly Meeting anticipates three hiring processes in the near future: a caretaker for Camp Catoctin after June 25, a Camp Shiloh Co-Director this fall, and a Teen Adventure Bike Program Director.

Riley gave a glimpse from one of his visits to Monthly Meetings. On May 15 he traveled with Maria Bradley and David Etheridge to Menallen Meeting in Biglerville, PA as it celebrated its 230th anniversary. Menallen maintains a total of three Meeting Houses and five burying grounds. Huntington dates to 1790 and Newberry/Redlands dates to 1810, although that Meeting actually formed in 1738. Menallen member Deb McCauslin’s research has brought some rare details of Quaker abolitionists’ work to light, including that of Menallen families. Antislavery Friends met at the Huntington Meeting House under cover of darkness with only one candle lit, and a member was posted outside due to security concerns. Deb spoke of a female Friend who took her Bible south to Virginia to sit with farmers to tell them why slavery was not Christian. David Etheridge will be bringing some of this material to his workshop at Annual Session.

12010-38 *Report from Yearly Meeting Presiding Clerk.* Howard Fullerton (Sandy Spring) reported that the American Friends Service Committee announced the appointment of Shan Cretin as General Secretary. Howard asked Friends to notify him soon about proposed agenda items for Annual Session.

12010-39 Thanks to Friends Meeting School and Seneca Valley Preparative Meeting for hosting us today. Friends expressed gratitude to our hosts for the day.

12010-40 *Announcements and Closing.* Friends adjourned at 6:15 p.m., purposing to meet again Tenth Month 16th at Richmond Friends Meeting, Richmond, Virginia.

Elizabeth Meyer, Presiding Clerk

Margaret Boyd Meyer, Recording Clerk

(Attachement A)

Baltimore Yearly Meeting

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June 19, 2010

President Barack Obama
The White House
FAX: 202-456-2461

Dear Mr. President:

In the aftermath of the Israeli response to activists delivering humanitarian aid to the people of Gaza that left at least nine people dead, including one American, we are led to call upon you to continue your efforts to bring an end the Israeli blockade of food and other life necessities from Gaza.

In response to the Gaza flotilla tragedy, the International Crisis Group noted:

For years, many in the international community have been complicit in a policy that aimed at isolating Gaza in the hope of weakening Hamas. This policy is morally appalling and politically self-defeating. It has harmed the people of Gaza without loosening Hamas' control. Yet it has persisted regardless of evident failure.

As members of the Religious Society of Friends (Quakers) we are committed to resolving conflicts through nonviolent means. We believe that there is that of God in every human being and therefore the life of every person is sacred. Everyone has the right to live a full life and reach his or her full capacity. The humanitarian blockade of Gaza is inconsistent with these principles. It sows the seeds of war and causes physical, emotional and spiritual suffering to all people in the region and around the world.

In your 2009 Cairo speech you stated: "There must be a sustained effort to listen to each other; to learn from each other; to respect one another; and to seek common ground." In keeping with your stated intention, we call on you to reach out to Hamas as well as to Israel and the Palestinian Authority. This diplomacy has the potential of ensuring much greater security for Israel than what has been provided by the blockade, enabling humanitarian and economic relief to the people of Gaza, and providing the basis for resolving the conflict between Israel and the Palestinians.

Friends in Maryland, Virginia, Pennsylvania, West Virginia, and the District of Columbia

www.bym-rsf.org