

Manual of Procedure Committee
Baltimore Yearly Meeting
Sixth Day, Third Month 2021

The Manual of Procedure Committee submits the revisions below for consideration by the Interim Meeting of the Baltimore Yearly Meeting.

A. **Service on more than one committee.** The BYM Search Committee in consultation with the BYM Nominating Committee submitted a recommendation to include a statement in the Naming Committee, Nominating Committee, and the Search Committee sections of the Manual of Procedure to indicate that Friends will serve on no more than one Baltimore Yearly Meeting standing committee at a time.

A. **Background information.** It was observed during the last nominating cycle that some confusion existed regarding whether Friends serving on a Yearly Meeting standing committee were eligible for appointment to an Interim Meeting Committee. At present, the information provided in the Manual of Procedure does not have internal consistency for each committee nor consistency across the three committees (i.e., Naming, Nominating, and Search). Consequently, committees sometime nominate Friends, already serving on a Yearly Meeting standing committee, to serve on another committee.

B. Recommendations:

1. **Nominating Committee.** Add a sentence to the fourth paragraph of the description of the Nominating Committee in Section V of the Manual of Procedure [AS INDICATED IN BOLD LETTERS BELOW].

*In general, committees charged with a nominating function do not nominate any of their own members; Friends serve the Yearly Meeting on no more than one standing committee at a time. **Similarly, Friends serving on a committee of Interim Meeting should not serve concurrently on a Yearly Meeting standing committee.** However, the nomination of a particularly qualified Friend as a representative to an outside body or as a member of an ad hoc committee, after the Nominating Committee has given due consideration to other qualified Friends, is permitted. Nothing in this Manual is to be interpreted as barring any Friend from serving in a specific capacity when special circumstances warrant. [See page 377-378 of the 2020 Yearbook.]*

2. **Naming Committee.** Add a sentence to the paragraph at the tail end of section III. Interim Meeting, which addresses the responsibilities of the Naming Committee [AS INDICATED IN BOLD LETTERS BELOW].

*The Naming Committee is appointed on Spring Yearly Meeting Day and serves for one year or until a new committee is appointed. The Naming Committee usually presents its recommendations to Interim Meeting on Summer Yearly Meeting Day. At any time, the Naming Committee may present to Interim Meeting nominations to fill vacancies on the Search Committee that occur during the year. **The Naming Committee will only nominate Friends to the Search Committee who are not concurrently serving on another standing***

committee of the Yearly Meeting or Interim Meeting. [See Page 366-367 of the 2020 Yearbook.]

3. **Search Committee.** Add a sentence to the last paragraph of the description of the Search Committee [AS INDICATED IN BOLD LETTERS BELOW].

*As with other nominating bodies, the Search Committee normally does not nominate any of its own members for other responsibilities. **The Search Committee will only nominate Friends to Supervisory or Nominating Committee who are not concurrently serving on another Yearly Meeting standing committee.*** [See Page 366 of the 2020 Yearbook.]

II. Baltimore Yearly Meeting Style Manual. For several years, no committee of the Yearly Meeting has been assigned responsibility for maintaining the *Style Manual*.

- A. **Background information.** The Faith and Practice Committee submitted a request to Interim Meeting to be charged with maintaining the *Style Manual* of the Yearly Meeting.
- B. **Recommendation.** Add a paragraph at the end of the description of the Faith and Practice Committee [AS INDICATED IN BOLD LETTERS BELOW].

The Faith and Practice Committee is charged with maintaining the Style Manual of the Yearly Meeting and is empowered to make changes as the Committee is led. The Style Manual will be made available to Friends through the Yearly Meeting Web site. [See Pages 375-376 of the 2020 Yearbook.]

III. Camping Program Committee. The responsibilities of the Camping Program Committee have evolved and should be updated in the Manual of Procedure.

- A. **Background Information.** The Camping Program Committee reviewed the Manual of Procedure and has requested an update to the entry regarding the responsibilities of the Committee.
- B. **Recommendation.** Add information to the last paragraph of the section, Camping Program Committee [AS INDICATED IN BOLD LETTERS BELOW] as follows:

*The Clerk or another member of the Camping Program Committee serves as a member of the Camp Property Management Committee, **the Development Committee, the Growing Diverse Leadership Committee, the Strengthening Transformative Relationships in Diverse Environments Working Group (STRIDE), and the Youth Safety Policy Working Group.*** [See Paragraph 5, Page 373 of the 2020 Yearbook.]