

**YEARBOOK**

**OF**

**BALTIMORE YEARLY MEETING**

**OF THE**

**RELIGIOUS SOCIETY OF FRIENDS**

**INCLUDING MINUTES OF ANNUAL SESSION 2019**

July 30 — August 4, 2019

**INCLUDING MINUTES OF INTERIM MEETING**

October 20, 2018

March 23, 2019

June 18, 2019

## FRIENDS ORGANIZATIONS

- American Friends Service Committee**, 1501 Cherry Street, Philadelphia, PA 19102; 215-241-7000; [afsc.org](http://afsc.org)
- AFSC-South Region**, 75 Marietta Street, Atlanta, GA 30303; 404-586-0460; [afsc.org/office/atlanta-ga](http://afsc.org/office/atlanta-ga)
- AFSC-Washington Office**, 1822 R Street NW, Washington, DC 20009; 202-483-3341; [afsc.org/office/washington-dc](http://afsc.org/office/washington-dc)
- Center on Conscience and War**, 1830 Connecticut Avenue NW, Washington, DC 20009; 202-483-2220; [centeronconscience.org](http://centeronconscience.org); [ccw@centeronconscience.org](mailto:ccw@centeronconscience.org)
- Earlham School of Religion**, 228 College Avenue, Richmond, IN 47374; 800-432-1377; [csr.earlham.edu](http://csr.earlham.edu)
- Friends Committee on National Legislation**, 245 Second Street NE, Washington, DC 20002; 202-547-6019; [fcnl.org](http://fcnl.org); [fcnl@fcnl.org](mailto:fcnl@fcnl.org)
- Friends General Conference**, 1216 Arch Street, 2B, Philadelphia, PA 19107; 215-561-1700; [fgcquaker.org](http://fgcquaker.org)
- Friends Journal**, 1216 Arch Street, 2A, Philadelphia, PA 19107; 215-563-8629; [friendsjournal.org](http://friendsjournal.org)
- Friends Non-Profit Housing**, Friendly Gardens Office, 2423 Lyttonsville Road, Silver Spring, MD 20910; 301-589-4916
- Friends Peace Teams**, 1001 Park Avenue, St. Louis, MO 63104; 314-588-1122; [friendspeaceteams.org](http://friendspeaceteams.org); [office@friendspeaceteams.org](mailto:office@friendspeaceteams.org)
- Friends United Meeting**, 101 Quaker Hill Drive, Richmond, IN 47374; 765-962-7573; 800-537-8839; [friendsunitedmeeting.org](http://friendsunitedmeeting.org); [info@fum.org](mailto:info@fum.org)
- Friends Wilderness Center**, 305 Friends Way, Harpers Ferry, WV 25425; 304-728-4820; [friendswilderness.org](http://friendswilderness.org)
- Friends World Committee for Consultation - Section of the Americas**, 1506 Race Street, Philadelphia, PA 19102; 215-241-7250; [fwccamericas.org](http://fwccamericas.org); [americas@fwccamericas.org](mailto:americas@fwccamericas.org)
- National Campaign for a Peace Tax Fund**, 2121 Decatur Place NW, Washington, DC 20008; 202-483-3751; [peacetaxfund.org](http://peacetaxfund.org); [jack@peacetaxfund.org](mailto:jack@peacetaxfund.org)
- Pendle Hill**, 338 Plush Mill Road, Wallingford, PA 19086; 800-742-3150; [pendlehill.org](http://pendlehill.org); [info@pendlehill.org](mailto:info@pendlehill.org)
- Prisoner Visitation and Support**, 1501 Cherry Street, Philadelphia, PA 19102; 215-241-7117; [prisonervisitation.org](http://prisonervisitation.org); [pvs@prisonervisitation.org](mailto:pvs@prisonervisitation.org)
- Quaker Earthcare Witness**, PO Box 6787, Albany, CA 94706; 510-542-9606; [quakerearthcare.org](http://quakerearthcare.org); [info@quakerearthcare.org](mailto:info@quakerearthcare.org)
- Quaker Religious Education Collaborative**, [www.quakers4re.org](http://www.quakers4re.org); [quakercollaborative4re@gmail.com](mailto:quakercollaborative4re@gmail.com)
- Quaker House**, 223 Hillside Avenue, Fayetteville, NC 28301; 910-323-3912; [quakerhouse.org](http://quakerhouse.org)
- Right Sharing of World Resources**, 101 Quaker Hill Drive, Richmond, IN 47374; 765-966-0314; [rswr.org](http://rswr.org)
- United Society of Friends Women International**, 1214 S Second Street, Oskaloosa, IA 52577; 515-729-1422; [usfwi.net](http://usfwi.net)
- William Penn House**, 515 East Capitol Street SE, Washington, DC 20003; 202-543-5560; [williampennhouse.org](http://williampennhouse.org)

**YEARBOOK**

**OF**

**BALTIMORE YEARLY MEETING**

**OF THE**

**RELIGIOUS SOCIETY OF FRIENDS**

**INCLUDING MINUTES OF ANNUAL SESSION 2019**

July 30 — August 4, 2019

**INCLUDING MINUTES OF INTERIM MEETING**

October 20, 2018

March 23, 2019

June 18, 2019



---

# 2019 YEARBOOK CONTENTS

<b>The Spiritual State of the Yearly Meeting.....</b>	<b>1</b>
<b>The Epistles</b>	
Epistel of the Yearly Meeting.....	5
Epistle of Young Adult Friends.....	7
Epistle of Young Friends.....	8
Epistle of Junior Young Friends.....	9
Epistle of 2019 Women's Retreat .....	10
<b>Minutes of Baltimore Yearly Meeting Interim Meeting</b>	
Tenth Month 20, 2018 Interim Meeting .....	13
Attachment I2018-43: Affiliations of Friends in Attendance.....	17
Attachment I2018-44: Program Committee Report.....	17
Attachment I2018-45: Peace and Social Concerns Committee:	
End-of-Life Minute of Homewood Friends Meeting.....	18
Attachment I2018-45: Peace and Social Concerns Committee:	
Minute on Immigrants.....	19
Attachment I2018-45: Peace and Social Concerns Committee:	
Prescription Drug Affordability Initiative.....	20
Attachment I2018-47: Development Director's Report .....	21
Attachment I2018-48: Minute of Appreciation for Ann Venable.....	22
Attachment I2018-50: Ministry and Pastoral Care Committee:	
Charge for Pastoral Care Working Group .....	24
Attachment I2018-51: Quaker Religious Education	
Collaborative Report.....	25
Attachment I2018-52: Friends United Meeting Report .....	26
Attachment I2018-53: Camp Property Manager's Annual Report.....	30
Attachment I2018-54: Camp Program Manager's Annual Report.....	36
Attachment I2018-55: STRIDE Working Group Report.....	38
Attachment I2018-56: Treasurer's Report.....	40
Third Month 23, 2019 Interim Meeting .....	45
Attachment I2019-01: Friends in Attendance .....	49
Attachment I2019-01: Change Groups Report .....	49
Attachment I2019-02: Faith and Practice Committee Report.....	50
Attachment I2019-04: Working Group on Civil and Human	
Rights of Transgender and Non-Binary People Proposed	
Letter to the Editor .....	52
Attachment I2019-04: Working Group on Civil and Human	
Rights of Transgender and Non-Binary People	
Background Information.....	53
Attachment I2019-05: Travel Minute for Jolee Robinson .....	54
Attachment I2019-09: Trustees Report.....	55
Attachment I2019-10: General Secretary's Report.....	55

Attachment I2019-11: Discernment on STRIDE Program .....	57
Attachment I2019-11: Overview of the STRIDE Program.....	60
Attachment I2019-11: Proposal to Create Growing Diverse Leadership Committee as Standing Committee.....	61
Attachment I2019-11: STRIDE Coordinator Job Description.....	62
Attachment I2019-11: Proposed Change to 2019 Budget Regarding STRIDE.....	66
Attachment I2019-12: Supervisory Committee Annual Report.....	67
Attachment I2019-14: Proposed Staffing Changes .....	67
Attachment I2019-14: Comptroller Job Description.....	68
Attachment I2019-14: Bookkeeping Assistant Job Description .....	71
Attachment I2019-15: Development Report.....	73
Attachment I2019-16: Fiscal Year 2018 Treasurer’s Report.....	75
Attachment I2019-16: 2018 Statement of Financial Position .....	77
Attachment I2019-16: Statement of Activities .....	78
Sixth Month 15, 2019 Interim Meeting.....	79
Attachment I2019-19: Friends in Attendance.....	83
Attachment I2019-19: West Branch Monthly Meeting Minute on Preferences .....	83
Attachment I2019-21: Search Committee Report.....	84
Attachment I2019-22: Travel Minute of Jade Eaton.....	85
Attachment I2019-23: Program Committee Report.....	86
Attachment I2019-24: Peace and Social Concerns Committee Report.....	88
Attachment I2019-26: Manual of Procedure Committee Report.....	89
Attachment I2019-28: Youth Programs Manager's Annual Report.....	92
Attachment I2019-29: Junior Young Friends Program Assistant Job Description.....	93
Attachment I2019-30: General Secretary's Report .....	96
Attachment I2019-31: Trustees Report.....	98
Attachment I2019-32: Statement of Activities .....	99
Attachment I2019-32: 2019 Statement of Financial Position .....	101
Attachment I2019-35: Right Relationship with Animals Working Group Report .....	102
Attachment I2019-36: Friends United Meeting Report .....	102
Attachment I2019-37: Advancement and Outreach Committee Report.....	103
Attachment I2019-38: Friends General Conference Report .....	105

**Minutes of Baltimore Yearly Meeting Annual Session 2019**

Tuesday, July 30, 2019 .....	107
Wednesday, July 31, 2019—morning session.....	110
Wednesday, July 31, 2019—afternoon session.....	113
Thursday, August 1, 2019 .....	114
Friday, August 2, 2019 .....	120
Saturday, August 3, 2019 .....	123

---

Sunday, August 4, 2019.....	128
Attachment Y2019-08: Report from Interim Meeting .....	133
Attachment Y2019-10: Associate General Secretary's Annual Report.....	137
Attachment Y2019-11: Manual of Procedure Committee Report .....	139
Attachment Y2019-23: General Secretary's Report.....	144
Attachment Y2019-24: Catoctin Bathhouse Report .....	146
Attachment Y2019-25: Friends United Meeting Report.....	147
Attachment Y2019-28: Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group Report .....	150
Attachment Y2019-38: Reparations Action Group Report.....	152
Attachment Y2019-42: Treasurer's Report .....	154
Attachment Y2019-43: Development Report .....	157
Attachment Y2019-55A: Growing our Meetings Working Group Report: Thinking About Growth .....	158
Attachment Y2019-55B: Growing our Meetings Working Group Report: Minute on Theological Diversity.....	159
Attachment Y2019-56: Memorial Meeting for Worship Memorial Minutes.....	160
Attachment Y2019-63: Peace and Social Concerns Committee Report.....	169
Attachment Y2019-64: Quaker Earthcare Witness Report.....	170
Attachment Y2019-66A: Working Group on Right Relationship with Animals Report.....	172
Attachment Y2019-66B: Working Group on Right Relationship with Animals Report.....	172
Attachment Y2019-72: Growing Diverse Leadership Committee Report: Declaration by Baltimore Yearly .....Meeting as an Anti-Racist Faith Community .....	174

### **Committee Annual Reports**

Advancement and Outreach Committee.....	177
Camping Program Committee.....	177
Camp Property Management Committee .....	178
Development Committee.....	179
Educational Grants Committee.....	180
Faith and Practice Committee .....	180
Growing Diverse Leadership Committee.....	182
Indian Affairs Committee .....	183
Manual of Procedure Committee.....	187
Ministry and Pastoral Care Committee .....	188
Nominating Committee .....	189
Peace and Social Concerns Committee .....	190
Program Committee.....	191
Religious Education Committee.....	193

---

Search Committee .....	194
Stewardship and Finance Committee .....	194
Sue Thomas Turner Quaker Education Fund .....	196
Supervisory Committee .....	197
Trustees of Baltimore Yearly Meeting .....	199
Unity with Nature Committee .....	201
Youth Programs Committee .....	202
End of Life Working Group .....	203
Growing Our Meetings Working Group .....	203
Internet Communications Working Group .....	204
Intervisitation Working Group .....	205
Pastoral Care Working Group .....	207
Spiritual Formation Program Working Group .....	207
Supporting Transformative Relationships in Diverse Environments (STRIDE) Working Group .....	209
Women's Retreat Working Group .....	209
Working Group on Civil and Human Rights of Transgender and Non-Binary People .....	209
Working Group on Racism .....	209
Working Group on Refugees, Immigrants, and Sanctuary .....	211
Working Group on Right Relationship with Animals .....	212
Youth Safety Policy Working Group .....	213
Young Adult Friends .....	213

**Reports of Affiliated Organizations**

American Friends Service Committee Corporation .....	215
Friends Committee on National Legislation .....	215
Friends General Conference .....	215
Friends House Retirement Community .....	216
Friends Meeting School .....	218
Friends Peace Teams .....	218
Friends United Meeting .....	220
Friends Wilderness Center .....	223
Friends World Committee for Consultation .....	223
Interfaith Action for Human Rights .....	224
Miles White Beneficial Society of Baltimore City .....	225
Prisoner Visitation and Support .....	226
Quaker Earthcare Witness .....	227
Quaker House .....	229
Quaker Religious Education Coalition .....	229
Quaker United Nations Offices .....	229
Right Sharing of World Resources .....	229
Sandy Spring Friends School .....	230
William Penn House .....	231

<b>Meeting Community Statistics .....</b>	<b>234</b>
---	------------

<b>2020 Apportionments.....</b>	<b>236</b>
<b>2019 Baltimore Yearly Meeting Financial Report</b>	
2020 Budget Notes .....	239
2020 Operating Budget: Summary.....	241
2020 Operating Budget: Administration Detail .....	242
2020 Operating Budget: Camp Program and Property Detail.....	246
2020 Operating Budget: Other Programs Detail .....	249
2020 Operating Budget: Capital Budget .....	251
2020 Operating Budget: Summary of Contributions to Budgets .....	253
Investment Portfolio as of 12/31/2018 .....	253
2018 Funds Activity .....	254
<b>Independent Auditor's Report.....</b>	<b>255</b>
<b>Calendar of Meetings</b>	
Yearly Meeting.....	277
Interim Meeting.....	277
Quarterly Meetings.....	277
<i>Interchange</i> Deadlines.....	278
<i>Firecircle</i> Deadline.....	278
2020 Apportionment Meetings.....	278
2020 Women's Retreat.....	278
Junior Young Friends Conferences .....	278
Young Friends Conferences .....	278
Family Camp Weekends.....	278
Yearly Meeting Monthly Announcements .....	278
<b>Officers</b>	
Yearly Meeting.....	279
Interim Meeting.....	279
Trustees.....	279
Yearly Meeting Staff .....	279
<b>Committee Membership</b>	
Advancement and Outreach Committee.....	281
Camping Program Committee.....	281
Camp Property Management Committee .....	281
Development Committee.....	282
Educational Grants Committee.....	282
Faith and Practice Committee .....	282
Growing Diverse Leadership Committee.....	282
Indian Affairs Committee .....	282
Manual of Procedure Committee.....	283
Ministry and Pastoral Care Committee .....	283
Nominating Committee .....	283

Nuts and Bolts Committee of Young Friends .....	283
Peace and Social Concerns Committee .....	284
Program Committee.....	284
Religious Education Committee.....	284
Search Committee .....	284
Stewardship and Finance Committee .....	285
Sue Thomas Turner Quaker Education Fund .....	285
Supervisory Committee.....	285
Unity with Nature Committee .....	285
Youth Programs Committee.....	286
End of Life Working Group .....	286
Growing Our Meetings Working Group .....	286
Internet Communications Working Group.....	286
Intervisitation Working Group .....	286
Pastoral Care Working Group .....	286
Spiritual Formation Program Working Group .....	287
Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group .....	287
Women’s Retreat Working Group.....	287
Working Group on Civil and Human Rights of Transgender and Non-binary People.....	287
Working Group on Racism.....	288
Working Group on Refugees, Immigrants, and Sanctuary.....	288
Working Group on Right Relationship With Animals.....	288
Youth Safety Policy Working Group .....	288
Young Adult Friends .....	288

**Representatives to Organizations Affiliated with the Yearly Meeting**

American Friends Service Committee.....	289
Friends Committee on National Legislation.....	289
Friends General Conference.....	289
Friends House Retirement Community .....	289
Friends Meeting School.....	289
Friends Peace Teams .....	289
Friends United Meeting.....	289
Friends Wilderness Center .....	289
Friends World Committee for Consultation, Section of the Americas .....	290
Interfaith Action for Human Rights .....	290
Miles White Beneficial Society of Baltimore City.....	290
Prisoner Visitation and Support.....	290
Quaker Earthcare Witness .....	290
Quaker House .....	290
Quaker Religious Education Collaborative.....	290
Right Sharing of World Resources.....	290
Sandy Spring Friends School .....	290
William Penn House.....	290

**Local Meetings of the Yearly Meeting**

Adelphi Friends Meeting.....	291
Alexandria Friends Meeting.....	291
Annapolis Friends Meeting.....	292
Augusta Worship Group.....	293
Baltimore Monthly Meeting, Stony Run.....	293
Bethesda Friends Meeting.....	294
Blacksburg Friends Meeting.....	295
Buckhannon Preparative Meeting.....	295
Carlisle Quaker Meeting.....	296
Charlottesville Friends Meeting.....	296
Deer Creek Meeting.....	297
Dunnings Creek Friends Meeting.....	298
Eastland Preparative Meeting.....	298
Fauquier Friends Worship Group.....	299
Floyd Friends Meeting.....	299
Frederick Friends Meeting.....	300
Friends Meeting of Washington.....	300
Gettysburg Monthly Meeting.....	301
Goose Creek Friends Meeting.....	301
Gunpowder Friends Meeting.....	302
Herndon Friends Meeting.....	303
Homewood Friends Meeting.....	303
Hopewell Centre Monthly Meeting.....	304
Langley Hill Friends Meeting.....	304
Little Britain Monthly Meeting.....	305
Little Falls Meeting of Friends.....	305
Lynchburg Indulged Meeting.....	306
Mattaponi Friends Meeting.....	306
Maury River Friends Meeting.....	307
Menallen Monthly Meeting.....	307
Midlothian Friends Meeting.....	308
Monongalia Friends Meeting.....	308
Norfolk Preparative Meeting.....	309
Nottingham Monthly Meeting.....	309
Patapsco Friends Meeting.....	310
Patuxent Friends Meeting.....	310
Penn Hill Preparative Meeting.....	311
Pipe Creek Friends Meeting.....	311
Richmond Friends Meeting.....	311
Roanoke Friends Meeting.....	312
Sandy Spring Friends Meeting.....	312
Shepherdstown Friends Meeting.....	313
State College Friends Meeting.....	313
Takoma Park Preparative Meeting.....	314
Valley Friends Meeting.....	314

Warrington Monthly Meeting..... 315  
 West Branch Monthly Meeting ..... 315  
 Williamsburg Friends Meeting..... 315  
 York Friends Meeting..... 316

**Important Minutes of Baltimore Yearly Meeting..... 317**

**Manual of Procedure of Baltimore Yearly Meeting**

The Spiritual Basis for Unity

I. Introduction ..... 333

II. Structure of Baltimore Yearly Meeting of the Religious Society of Friends. 333

    Sessions ..... 333

    Functions ..... 333

    Officers ..... 334

    Trustees ..... 335

III. Interim Meeting ..... 337

    Committees of Interim Meeting ..... 338

        Search Committee ..... 338

        Supervisory Committee ..... 339

IV. Staff 340

V. Committees of the Yearly Meeting ..... 340

    Advancement and Outreach Committee ..... 343

    Camp Property Management Committee..... 344

    Camping Program Committee..... 344

    Development Committee ..... 345

    Educational Grants Committee ..... 346

    Growing Diverse Leadership Committee..... 346

    Faith and Practice Committee ..... 347

    Indian Affairs Committee..... 347

    Manual of Procedure Committee ..... 348

    Ministry and Pastoral Care Committee ..... 348

    Nominating Committee..... 349

    Peace and Social Concerns Committee..... 350

    Program Committee ..... 351

    Religious Education Committee ..... 351

    Stewardship and Finance Committee..... 351

    Sue Thomas Turner Quaker Education Fund..... 352

    Unity with Nature Committee..... 353

    Youth Programs Committee..... 353

VI. Special Groups and Working Groups..... 354

    Young Adult Friends..... 354

VII. Affiliation with Friends General Conference, Friends United Meeting,  
         and Friends World Committee for Consultation..... 355

    Friends General Conference..... 356

    Friends United Meeting..... 356

    Friends World Committee for Consultation..... 357

VIII. Corporations Affiliated with Baltimore Yearly Meeting .....	358
Friends House Retirement Community .....	358
Friends Meeting School, Inc. ....	359
Miles White Beneficial Society of Baltimore City .....	359
Sandy Spring Friends School, Inc. ....	360
IX. Representatives to Other Organizations .....	360
American Friends Service Committee .....	360
Friends Committee on National Legislation .....	360
Friends Peace Teams .....	361
Friends Wilderness Center .....	361
Interfaith Action for Human Rights .....	362
Prisoner Visitation and Support .....	362
Quaker Earthcare Witness .....	362
Quaker House, Fayetteville, North Carolina .....	362
William Penn House .....	363
X. Changes in <i>Faith and Practice</i> .....	363
XI. Changes in the <i>Manual of Procedure</i> .....	363
XII. Appendices .....	364
Appendix A .....	364
Articles Of Consolidation .....	364
Revisions to the Articles of Consolidation .....	366
Revision to the Articles of Consolidation .....	367
Appendix B: Whistleblower Protection Policy .....	367
Appendix C: Conflict of Interest Policy .....	367
Appendix D: Youth Safety Policy .....	368
Youth Safety Appendix D.1 .....	377
Youth Safety Appendix D.2 .....	379
Youth Safety Appendix D.3 .....	384
Youth Safety Appendix D.4 .....	385
Appendix E: Guidelines for Embracing the Ministry of Friends .....	386

### **Travel Directions**

Yearly Meeting Office .....	391
Catoctin Quaker Camp .....	391
Opequon Quaker Camp .....	391
Shiloh Quaker Camp .....	392
Teen Adventure Quaker Camp .....	392

### **Directory ..... 393**

### **Index 425**

### **Baltimore Yearly Meeting Office Staff Contacts ..... 466**



# THE SPIRITUAL STATE OF THE YEARLY MEETING

## REPORTED TO ANNUAL SESSION

### AT FREDERICK, MARYLAND

### 8TH MONTH, 2019

*No gift arose in our sessions more apparently than the gift of silence. That which unfolds in silence is the very substance of what turns our hearts toward the Spirit. Corporate silence is what strengthens our attention to Spirit in Meeting for Worship. It gives respite, brings renewal, and reveals direction in divided times. We are blessed by this silence. (York)*

From every quarter we hear that worship is “deep, shared, and peaceful.” Across the Yearly Meeting there is a sense of the importance of deeply centered worship, the expectant waiting in silence which creates a safe place, a sense of refuge. Many report that worship gives more than a sense of peace, it rejuvenates and prepares us for facing challenges with grace. Meetings which previously questioned the quality their of worship, report that there is a “deepening” of the silence in worship and an intent to take on the “care needed to protect these green shoots.” Several Meetings noted the attention paid to maintain “good order” in Meeting for Worship. “We strengthen the Spirit in Meeting by protecting the worship environment. The Worship and Ministry Committee provides guidance on vocal ministry individually and collectively.” “Our quality of worship is like music—that the sound [vocal ministry] is beautiful, but also crucial are the silent rests between the notes.”

Arising from the silence, grace is found so that Friends can be responsive rather than reactive to challenge. This seems to be a common theme, that while worship is a refuge, it also sources the capacity to face challenges with an open heart, “to be present, minister with a generous spirit, and keep listening with sensitivity,” to “be encouraging of the good and to trust in the Lord.” “Worship helps us respond to friends and family who differ dramatically in their political and social views,” by providing the still point to be with those things which challenge us.

Having said all that, living in a climate of values which deeply challenge our own and facing conflict and discord on a daily basis are still hard for us. Numerous Meetings reported the tendency to “hold back so as to not engender tension,” or to end conversations too quickly due to discomfort. There is a realism in recognizing that “while we strive for integrity and truth in our world of turmoil,” not everything will be settled tomorrow. And several Meetings alluded to the reality that many of our Meetings are small, and “fragile communities may be risk-averse.” Still Friends persist: “we strive not to avoid the most contentious issues to ‘keep peace’” and “while grateful for refuge, [we] seek more than shelter from the storm. “A lot of what we do here is about holding. We hold in the Light, in our listening, we are held by the Spirit...The ability to hold allows us to hold the tensions in life and living together. I see a capacity to hold a great deal of tension. We are all called to be holders of tension whether we like it or not!”

Another theme threading through the tapestry of the Yearly Meeting is the strong and widespread desire to address the issue of diversity. Meetings identified both their existing diversities of demographics and beliefs while simultaneously calling out their lack of diversity along cultural and racial lines. While we embrace our roots, we also recognize that much of our history is complicit in perpetuating injustice. Meetings are working at these issues in many ways: seeking to understand the difference between pluralism and diversity; reading and studying the story of African Americans and indigenous peoples; unpacking the impact of racism, white privilege, and unconscious bias; trying to learn what we don't know. Delving into these issues is often a fraught process of missteps and even backsliding. As to how well we welcome this discord, one Meeting stated, "Discord sometimes gets messy. If we pay attention to the Light, we establish a bridge of trust strong enough to bear the weight of discord."

One such "bridge" grew out of engagement with Michelle Alexander's [The New Jim Crow](#) among Friends in the Annapolis area. They were instrumental some years ago in founding Maryland Alliance for Justice Reform (MAJR) which had another year of strong presence in the state legislative process advocating for criminal justice reform. While MAJR still has broad support among Maryland Friends, it has grown well beyond its beginnings among Quakers to become a truly state-wide and multi-cultural justice organization. Yet another effort, supported by Baltimore Friends, is "Cease Fire" which seeks to raise consciousness to the toll of violence in all its forms, but particularly gun violence, and minister in tender compassion to all affected.

Our Young Adult Friends model for all of us the "intention to discern how our Meetings at all levels can be more inclusive and welcoming to all." And they challenge us: "If we [in BYM] want to engage with young people, we must work with them on dismantling the implicit bias in our communities." These young adults, busy in their early working years, make tremendous commitment of time and energy to implement these values through the Strengthening Transformative Relationship in Diverse Environments (STRIDE) program. Though this work they are "building relationships in four urban communities and raising money for camp scholarships... The powerful, transformative nature of the STRIDE program both sparks anticipation for the future of Friends and encourages us to undertake the significant efforts required of us."

There are numerous other ways Friends are working for and with those in need and in efforts to pursue justice. Individuals visit prisons, help resettle refugees, write letters, organize, march, volunteer, and train in efforts to provide relief and create social change. Meetings take on issues as a group, many are working on actions related to climate/environmental concerns, such as efforts to reduce the carbon footprint of their Meeting Houses, replacing old furnaces, installing solar panels, and even providing for green burials.

Several Meetings note the rich blessing of meeting in historic Meeting Houses, celebrating a sense of immersion in a journey with Friends throughout history as they care for old buildings and burial grounds they have inherited. They speak of both the joy and the burden of this care. Some also celebrated a sense of new life, even community outreach, found through the commitment of taking on the renovation of their historic buildings. Still

other Meetings witness to an appreciation of the freedom they find to serve one another and their wider communities in being free of bricks and mortar, meeting in rented space or members' homes. On a broader level, the Intervisitation Working Group, a committed community of energetic Friends, continue to work beyond the bounds of BYM to share the vision of reconnecting and strengthening bonds within the worldwide Quaker fellowship. This past year they shared their encouraging “Ministry of Presence” with 30 communities in six countries, and facilitated the continuing presence of Friendly visitors from other Yearly Meetings to our Annual Sessions.

Undergirding all of this is an impressive array of efforts to develop avenues for nurture and spiritual deepening at the heart of the local Meeting community. BYM’s Spiritual Formation (SF) and Women’s retreats continue to grow and bear rich fruit. Friendly Eights were oft mentioned either as ongoing or resurging ways of building stronger, more resilient communities, an impact also seen in the function of the small groups within the SF program. As Friends in these ways come to know one another more deeply “in that which is eternal,” they expand their capacity for deep listening, the Spirit is quickened among them, and unity may be found with greater clarity. There is a sense that, as the times have challenged us, we have found refuge in one another and finding refuge we have been strengthened to meet these challenges in greater love.

*“We are mindful of the need to be both patient and steadfast. Trying to be patient, we find help in the words of Dr. Martin Luther King, Jr., ‘the arc of the moral universe is long but it bends toward justice.’”* (Goose Creek)

Ministry and Pastoral Care Committee is very grateful to the many voices of Friends across our Yearly Meeting community whose prayerful discernment and faithful work is represented herein. We carefully read each of the Spiritual State of the Meeting Reports (SSoM). Minutes from Interim and Yearly Meeting and Epistles arising from Annual Session 2018 were also considered. After a small group created a first draft, the Committee seasoned it at our June Interim Meeting. The quotes in the body of the report, mostly from local Meeting SSoMs, are not attributed here for ease of reading. A copy with attribution is available in the Yearly Meeting office.



*Annual Session 2019 photo by Skip Duncan*

# THE EPISTLES

## REPORTED TO ANNUAL SESSION AT FREDERICK, MD

### 8TH MONTH 4TH DAY, 2019

To Friends Everywhere,

As we gathered for Annual Session in Baltimore Yearly Meeting's 348th year to consider the theme, "Quaker Tools for the Journey," we heard many messages that BYM Friends have been laboring in the garden. Previous years included turbulent periods when we did not know what ground lay ahead and we labored to stay in community with one another. It was revealed that this hard work has yielded us fertile soil. We were reminded by Sean Hickey, Opequon Quaker Camp Director, that: "Gardening is doing the work to create conditions for a seed to do what it already knows how to do."

For the last few years the call has been clear: we must grow in order to be whole. We must grow by creating conditions that make our Meetings more inclusive and welcoming to all, by encouraging participation and leadership among all Friends, and by building an anti-racist, multicultural community. Young Adult Friends (YAFs) have been urging this growth by pointing out connections among these concerns. As reported in our 2018 Epistle, they pressed us, saying: "If we [in BYM] want to engage with young people, we must work with them on dismantling the implicit bias in our communities." It is early yet, and gardening can be hard, uncomfortable work. In some places, we have only prepared the ground. In others, some seeds are just going into the ground.

Examples of this fertile soil include that our ad hoc Growing Diverse Leadership (GDL) group has become a standing committee. This new committee has taken the Strengthening Transformative Relationships in Diverse Environments (STRIDE) program under its care and a permanent staff position has been approved to coordinate and support the four local STRIDE groups. Following the strong leading of a Young Adult Friend, we have begun discussions of reparations to African Americans and indigenous native peoples.

The GDL committee proposed to declare BYM an anti-racist faith community. This declaration consolidated statements of our past convictions and offered a series of queries to test our decisions, taken in every setting, to ensure they reflect our intention to be, in fact, an anti-racist faith community. The declaration and its queries will be made available to our local Meetings as an invitation to discern how they can be useful in the life of those communities.

Young Adult Friends led our Wednesday all-age plenary, "YAF Talks about Talking about Racism" to build on their prophetic message. Drawing from the work of Amanda Kemp, they gave us tools to create space for transformation and to plant seeds of new ideas when having uncomfortable discussions.

Some seeds are starting to sprout. We have spent time and attention on increasing attendance at our annual gathering. This year the opening retreat, led by Marcelle Martin,

author of *Our Life is Love*, had record participation (over 60), which improved attendance across the week. Quotes from early Friends considered during the retreat were referenced throughout the week to “seed” the soil of Annual Session efforts. Another consideration germinating under the care of the Program Committee is an alternative model to fund Annual Sessions in order to increase participation from all income levels, ages, and family sizes.

We have been tending to some concerns for many years and the shoots and leaves of growth are visible. Through support groups and travel minutes, our Intervisitation Program currently sustains a variety of individuals who made visits to 30 Quaker communities in six countries. Many are repeat visits that serve to strengthen connections across the Quaker world. This year over 30 visitors joined our Annual Sessions, the most in recent memory. The roots of this program are spreading as other Yearly Meetings look to this model to grow their own programs of intervisitation. In addition, we welcomed members of the Baltimore-based Kenyan Friends Church and celebrated the connections that are growing between us.

Our camping program has been tended for many years, extending roots in all directions and producing bounteous blooms. We basked in the presence of campers who hiked in from nearby Catoctin Quaker Camp. Several expressed their enthusiasm and joy for the camp experience, including a young woman who came to Catoctin through the STRIDE program, is now a counselor, and who convinced her cousins to come to camp, too!

Care of the earth is another mature concern whose flowers result from our tender attention. The Working Group on Right Relationship with Animals has encouraged extending our circle of love to animals and making conscious food choices. We heard moving testimony from Kallen Benson, a teen from Annapolis Meeting who held a 90-day vigil and “fast of words” during the Maryland General Assembly session in support of meaningful action on climate initiatives. A visit from a Bolivian Friend, Emma Condori, brought powerful witness to the disappearance of the Andes mountain snowpack, dry rivers, and whole communities with severely limited access to water, which are swept away by floods when it rains.

Yet, there are untended corners of our garden. More work is needed to nurture and support our meeting communities in addressing hurts that have happened to our own members, in particular, those most directly involved in crisis situations, such as child abuse, family violence, and contentious divorce. As Meetings and individuals we need to learn how to provide safe spaces and tender care for those in the midst of crisis or suffering in silence to be heard and supported.

And, in order to fully nurture our cares and concerns, we must draw on another resource: money. This year our aspirations and commitments have been met through apportionment, friendly loans, and donations. Next year the budget will be balanced, thanks to careful, selective pruning and depending on the increased generosity of individual contributions.

At our opening plenary, Patricia Nesbitt enumerated the resources we each have in our spiritual toolbelt to prepare us to work at the edges of our comfort zone. Patti highlighted

the value of her Travel Minute from BYM in making connections across the Quaker world and beyond. During our closing Carey Lecture, Quaker author, activist, and teacher, Eileen Flanagan presented us with three challenges to better nurture the seed within: to closely discern true leadings from habitual or wishful pursuits; to build our “courage muscles” so that we may follow true leadings strongly; and to call out the support we need from our communities. Eileen closed by saying: “There is so much richness in this community. I truly believe that if you follow your leading you will have everything you need.”

The Spiritual State of the Meeting Report reminds us that “living in a climate of values which deeply challenge our own and facing conflict and discord on a daily basis is still hard for us.” But we are aware that we are richer for it—richer from our more diverse composition, perspectives, and strengths, and richer from the truth and love we have grown and used in the process. Today, although we know we have prepared fertile soil and we know we have seeds—and some sprouts—we don’t know what this garden will grow into or what fruit it will bear. Only with the continued care of the conditions of the land will we see our seedlings germinate, sprout and flower. Gardening takes love and attention: feeding the soil with our open hearts, weeding to discern our innermost voice, both pruning and growing our resources so that our goals will flourish, and making it ready for the application of living water.

## **EPISTLE OF YOUNG ADULT FRIENDS**

**ACCEPTED 8TH MONTH 4TH DAY, 2019**

Baltimore Yearly Meeting Young Adult Friends are a small but ferocious group. In this past year we had two conferences, an additional training session, and our gathering at Annual Session. Our theme for this year has been the continuation of last year’s leading, where Young Adult Friends have worked to confront our own racism and to bring anti-racism work to the greater Baltimore Yearly Meeting.

Our Winter Conference was held at the home of several Young Adult Friends, a place fondly referred to as House of Couch. We met with the Working Group on Racism in order to begin training activities. Other activities of the conference included a walk around Lake Artemesia, electronic and paper-based games, dinner out, and community building.

Our Summer Conference was held at the same home, whose inhabitants we express immense gratitude to. At the conference, we continued developing our plenary, hosting a conference call and an in-person session with the Working Group on Racism. We shared similar community time together, and enjoyed a trip to the local thrift store.

At the end of June, Young Adult Friends arranged a workshop with Amanda Kemp in preparation for our upcoming plenary at Annual Session. YAFs discussed methods to address racism both within and outside of the Yearly Meeting, and discussed ways to bring those methods into the collective knowledge of the Yearly Meeting.

Our Annual Session activities were intensive. We started at full speed to get our plenary completely prepared. Thursday included dinner with all of the Young Adult Friends at the local park, followed by bubble blowing at the All Age Celebration. Friday celebrated rest

and recovery as a community, as well as upcoming August birthdays. We also participated in the annual Coffeehouse. Saturday we shared time and joy with Young Friends in a spa session, with time to connect to rising Young Adult Friends.

We are appreciative of the community we have maintained and supported amongst ourselves, and of the time we have spent bringing crucial messages to the greater Yearly Meeting. We look forward to a year of continuing to be in community with each other and with new rising or otherwise incoming Young Adult Friends.

In the light,  
Young Adult Friends

## **EPISTLE OF YOUNG FRIENDS**

**ACCEPTED 8TH MONTH 4TH DAY, 2019**

Young Friends held our first conference of the year at Homewood Meeting House. Welcoming new members into our community, we used Con 101 to help teach the basics of what our Conferences are. We enjoyed a workshop learning about cartography and got to practice our mapmaking skills. Friends held a game of hide and seek after business meeting. Then, on Saturday, the conference took a trip to the local art museum, which we went through as small groups, to get to know each other better. After that, we went to a park and played large group games, such as Big Wind Blows and Frisbee. Finally, it was time to clean the meeting and hold a Thank-You Circle, where Friends can thank each other and share stories from the conference. Young Friends attended Meeting for Worship with Homewood. The meeting was a great place for our first conference of the year, and we thank the Friends at Homewood for allowing us to use their space.

We next gathered at Langley Hill Friends Meeting, for our November Conference. The workshop for that con was Sexual Education, a very important topic for our age group. Friends played in the playground together and enjoyed a game of Ultimate Frisbee. The outdoor space was very accommodating to our community and was much enjoyed. On Sunday, Friends cleaned up the space and held a brief Thank-You Circle. After that, we joined Langley Hill in worship, before saying goodbye. Thank you to Langley Hill Friends for welcoming us so warmly into their Meeting House.

We held our February Conference at Adelphi Friends Meeting. We hosted our Love-Prom, which is a new tradition that has proved more inclusive to the Young Friends Community and a positive addition. Friends had a workshop on meditation, where we learned to focus our spiritual energy to better ourselves. We made brownies and hors d'oeuvres for our dance party. After a lot of cleaning up, we held our Thank-You Circle and joined Adelphi in worship before leaving once again. We enjoyed this conference very much and thank the meeting for opening their space for our use.

In April, we had our Service Conference at Goose Creek Friends Meeting. Our project was making posters and signs to support HR-763, a bill to combat climate change. This workshop was led by Jamie Demarco, and we thank him for allowing us to help on such an impactful project. Friends went on a walk and played many indoor games. Before leaving,

we cleaned the Meeting House and then shared worship with Goose Creek Friends. The space was very open and welcoming to our community, and we thank Goose Creek for that.

Young Friends attended Grad Con at Sandy Spring Monthly Meeting. We enjoyed the new building and space, particularly the kitchen. Young Friends held a water balloon fight and played many other outdoor games. We attended a fascinating Yoga Workshop, where Friends learned to stretch ourselves and our spirits. Then, we held our traditional Grad-Circles, where memories and thoughts about the graduating seniors are shared. Bittersweet as always, we are glad to support the 2019 class as it moves on in life, but we will miss them in our community. After cleaning the community house, we walked over and had worship with Sandy Spring Friends. Then we said goodbye to our seniors and held one last thank you circle for the year. We thank Sandy Spring Meeting for allowing us to use its wonderful space for our conference.

Annual Session this year has been a great opportunity for Young Friends to come together and begin the process of welcoming new attendees to our regular conferences. We attended a workshop on how climate change has been affecting Bolivia, and Friends were able to help plant a garden bed at Fox Haven. Young Friends joined JYM and JYF for games of Capture the Flag and Four-Square. We held a Produce Department, a get-to-know-you activity open to the wider community of BYM at Annual Session. Friends also had the option to attend the Carey Lecture. Our Coffee House went well and was a great opportunity for every age group to have fun. Young Friends went on a ghost tour through Fredrick, and while sadly no friends saw any ghosts, it was still a fun group activity. On Saturday, Young Friends hit the streets for dinner on the town and enjoyed our meal. On Sunday, it was time to pack and clean up, and say goodbye. Our community will next meet at September Con for the 2019-2020 school year, on September 27-29th. Anyone of High School Age is welcome to attend.

The Young Friends program is one that brings light to many peoples lives, but it could never function without all the work that goes on behind the scenes. We want to thank our Friendly Adult Presences from this year, all the Meetings for allowing us to use their spaces for the weekend, and the parents that allow us to come back again and again. Last but certainly not least, Young Friends want to thank Jossie. Jossie puts so much work into our community (and many weekends), and we are so grateful for everything. Not only does she make our conferences possible, but she is always such a fun and cheerful presence. For our program to continue, it takes work and support from the whole BYM community. We thank you all for granting that year after year.

Love and Light  
Young Friends

## **EPISTLE OF JUNIOR YOUNG FRIENDS**

**ACCEPTED 8TH MONTH 4TH DAY, 2019**

On Tuesday we got to know each other with games like mafia and sardines. It was fun to get to know each other in such an active way. We also silk-screened shirts on that day.

There were many things on Wednesday. First of all, we went to the plenary session. There was Capture the Flag, and some rules to be made. The first rule assessed whose fault it was when someone died in the game, and the rules went on from there.

On Thursday we planned what we were going to do during the All-Age Celebration. In the morning we made things with drills. One of the favorites was a chicken doing push-ups. After lunch, we went swimming and had a lot of fun. That night we made a Labyrinth for the All-Age Celebration. There was lots of sugar involved.

On Friday, we started the day with going to Business Meeting. Then we decide on what to eat during the the sleepover. Some of the top choices were lemons, cherries, veggie straws, and gluten-free pretzels. We still got candy somehow. We planned things for the coffee house in the afternoon. Beckie and Allie did the sheep dance and Ob had Balloon farting. We then had our sleepover. We played capture the flag with the YFs and then watched The Princess Bride and went to sleep.

On Saturday we wrote our epistle, cleaned up, and made thank-you cards for JYF, JYM, and cafeteria staff. The week was a fun experience and we had a lot of fun together.

## **EPISTLE OF 2019 WOMEN'S RETREAT**

*Women's Treasure—honoring our time and talents*

To Friends everywhere:

In the bleak midwinter, women seeking refuge, rest, reconnection, and rejuvenation look forward to the annual Women's Retreat. Over the weekend of January 25 - 27, 2019, 135 women gathered at Pearlstone Retreat Center in Reisterstown, Maryland to explore the theme of "Women's Treasure—honoring our time and talents."

For the first time, the planning committee was comprised of individuals representing six different Meetings. The committee felt supported by other women who arrived early to help get them set up.

This year, many women felt concern from the 5 weeks of the furlough weighing on them. They were concerned about spouses, loved ones, and strangers who were struggling. We were relieved to hear that the shutdown had ended, and breathed a collective sigh of relief.

The familiarity of the retreat brought peace to those who have attended before. This helped to create a peaceful environment and open space to first time attenders.

Upon arriving, some women found their rooms and put away their belongings, others set up their pop-up shops with handmade wares, and others went to dinner.

Chanting and singing brought us together where we were lovingly reminded to tend to the needs of our own spirit this weekend. We felt hopeful and excited for the weekend's experiences.

---

Accompanied by the sunrise on our stroll to breakfast, the song rose up: “Yonder...day is breaking; sunlight is rising on my soul.”

For mealtimes, we found sustenance from colorful food prepared by the Pearlstone Retreat Center’s staff. Their ethic, printed on the dining room wall, states: “It is our honor to nourish our guests in body, mind and soul. Pearlstone Food honors the bounty of our seasons, the traditions of our ancestors, & the integrity of sustainable agriculture. We strive to provide consciously sourced, wholesome, delicious food inspired by crops grown on our farm and prepared with love. We always aim to improve, and we are proud to share our food journey with you. Enjoy!”

This Retreat Center aligns with our heart values of Simplicity and right relationship with the Earth. People, especially those with dietary restrictions, feel appreciated, embraced, and cared for. At mealtime, joy and enthusiasm are paused by hand raising, in silent gratitude for the food, the seeds, plants, chickens, and goats and also for the people who prepared and serve it.

The morning session began with chanting. “Come now Peace, Fill us with thy spirit...” led us into worshipful silence.

Out of the silence, the delightful theater troupe called District Community Playback reflected many of our different experiences. They conveyed emotions and stories of individual women amongst us by using improvisational theater techniques. They played back our stories, accompanied by violin. They used actions, fluid movements, and our own words. They dramatized our stories. They viscerally acted out emotions. It opened us up to seeing our own paths in a new light. Their drama style opened our hearts to our own needs for acknowledgements and affirmations for ourselves.

We realized the almost universal experience so many of us have: feelings and emotions of not feeling seen, feeling prideful, or selfish. Then they gracefully moved into helping us recognize our own strengths and value. We explored our inner light and the importance of recognizing and shining our own light outwards.

The violinist of the group led us in a new version of the song, This Little Light of Mine, with the words:

This little light of mine  
I’m going to let it shine

Hide it under a bushel “NO”  
Be Fabulous and let it shine

This big light of ours  
It has magic powers

Let it shine  
Let it shine  
Let it shine!

The plenary session felt: magical, true, weepy, inspirational, refreshing, revelatory, encouraging, funny, awesome, vulnerable, and “gave me courage.” The troupe invited all to specifically name each other’s treasure.

The workshops offered us the space to reconnect with parts of ourselves we may have forgotten, and provided us paths to follow going forward.

The retreat offered several different modes for healing in our bodies and hearts. There was a healing corner where women gave and received neck and shoulder massages. There were moments for women to find healing while chanting, singing, and dancing. Women found refuge in pockets of safety during worship sharing. The fireplace in the main building provided a spot for vibrant and chatty women. Upstairs, women could be found collaging, decoupageing, talking about poetry and sharing quiet laughter.

Saturday evening gave us the opportunity to enjoy the annual coffee house where women share their talents including music, poetry, and prose with a sincerely appreciative audience.

May we all leave this weekend feeling that the light has poured into our hearts; our load lightened, so that we may go out in to the world continuing to honor our treasures and talents. May we walk in the light and share boldly with others who cross our path.

With love,  
The Baltimore Yearly Meeting Women's Retreat

# INTERIM MEETING

## TENTH MONTH 20, 2018

### SANDY SPRING FRIENDS MEETING

**12018-43** *Opening.* Baltimore Yearly Meeting's Interim Meeting gathered on 10/20/2018, hosted by Sandy Spring Friends in Sandy Spring, Maryland. A list of affiliations of those present is attached.

We thanked Sandy Spring Friends for their hospitality. Linda Garrettson (Sandy Spring) welcomed and oriented us; Sandy Spring Friends are delighted to be in their newly renovated community house.

Claire Hannapel (Atlanta) of Quaker Voluntary Service (QVS) briefly described the group's work in five United States cities; Claire sees eleven-month internships with the program as a potential extension of the camping experience of youth in our Yearly Meeting.

Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, briefly reviewed recent business of the Yearly Meeting and other matters, mentioning diversity, inclusion, budgeting, Faith and Practice, and a Friends Journal new item on Interim Meeting discernment regarding transgender rights.

**12018-44** *.Program Committee.* Barb Platt (Sandy Spring), Program Committee Clerk, reported; the written version of the report is attached. Program Committee has been led to maintain the current length of the Annual Session; some events within the session are to be rescheduled to make weekend attendance more attractive.

**12018-45** *Peace and Social Concerns.* Phil Caroom (Annapolis), Peace and Social Concerns Committee Clerk, reported.

Phil announced a networking day at Sidwell Friends School on 4/6/2019.

Jean Athey (Sandy Spring) announced an 11/17/2018 Back from the Brink conference at Goucher College on the threat of nuclear war, cosponsored by several of Baltimore Yearly Meeting's local Meetings.

Darcy Lane (Sandy Spring) reported on behalf of the Working Group on Civil and Human Rights of Transgender and Non-Binary People. Eight people are currently serving on the Working Group; the Working Group has made posters and literature available.

Victor Thuronyi (Adelphi) and Patti Nesbitt (Sandy Spring) reported on behalf of a proposed end of life concerns working group. Victor shared a Homewood minute (attached) on end-of-life legislation in Maryland; Victor encouraged other Maryland meetings to adopt similar minutes. Patti reported that eight people currently make up the proposed working group; they hope to bring a proposed charge to our next Interim Meeting session.

Phil announced that Peace and Social Concerns' Right Sharing of World Resources Working Group has been laid down; we accepted laying down this Working Group. We **APPROVED** having the Yearly Meeting name a Right Sharing of World Resources Liaison, with details to be determined.

Phil presented a proposed minute on immigration; the written version of the minute is attached. The minute originated with Peace and Social Concerns Committee's Working Group on Refugees, Immigrants, and Sanctuary. We heard a desire for a flexible minute in view of continually changing government actions and proposals. We heard a desire to call on and help local Meetings and individuals to engage in legislative advocacy. We **APPROVED** the final paragraph of Peace and Social Concerns Committee's minute, adding refugees to the list of those for whom we seek just treatment; we leave it to Peace and Social Concerns to work out an action plan.

Phil advertised for help for the Peace and Social Concerns Committee, noting in particular the Committee's need for a new Clerk next year, a need which might best be met by having an apprentice Clerk this year.

Vinnie DeMarco (Homewood) presented a resolution from the Maryland Citizens' Health Initiative on the Prescription Drug Affordability Initiative; the written version of the resolution is attached. The initiative would create a Prescription Drug Affordability Board. Vinnie noted that Chesapeake Quarterly Meeting has endorsed the initiative. Legislation proposed by the initiative would be considered by the Maryland state legislature at the start of next year.

We **APPROVED** this: we endorsed the Maryland Citizens' Health Initiative resolution on the Prescription Drug Affordability Initiative.

We heard a concern that the initiative does not address the situation of those living outside Maryland.

We thanked Phil Caroom for Phil's reporting and Arthur David Olson (Takoma Park) for Arthur David's recording.

**12018-46** *Growing Diverse Leadership.* Donna Kolaetis (Menallen) reported on behalf of the Ad Hoc Growing Diverse Leadership Committee and the Working Group on Racism. Donna noted that we have come to recognize our institutional racism, given that we are part of a racist culture. Donna stressed that racism is an issue for all of us, regardless of location. Change groups in local Meetings, typically meeting on a monthly basis, are a way of addressing racism. Donna characterized now as a time of transformation for the Yearly Meeting.

**12018-47** *Development Director's report.* Ann Venable, Development Director, reported; the written version of the report is attached. Ann noted Ann's move to the Atlanta area and, with it, the end of Ann's service to the Yearly Meeting near the end of the year. Ann was heartened by a continuing year-by-year increase in the number of donors (single people,

couples, or families) to the Yearly Meeting. Ann noted a recent difficulty in finding acorns, taken as a sign that our Yearly Meeting is beyond the seeding stage. Ann told of a child care provider who encouraged burping by continuously chanting “do something” to babies; Ann called on us to do something.

**12018-48** *Development Committee report.* Liz Hofmeister (Bethesda), Development Committee Clerk, reported. Liz read aloud Development Committee’s minute of appreciation for Ann Venable and Ann’s four years of service as Development Director; the written version of the minute is attached. We **APPROVED** this: we endorsed Development Committee’s minute of appreciation for Ann Venable. Scotty Scott (York), Camping Program Committee’s Co-Clerk, announced the Committee’s fund-raising effort to allow a composting toilet to be named to honor Ann.

Liz noted that Ann is now teleworking and will continue to do so. Development Committee plans to send out a notice for the position of Development Director shortly; the Committee is reviewing the job description; the Committee hopes that a new Director can be hired by the end of the year, and is open to the possibility of an Interim Director.

**12018-49** *Nominating Committee report.* Deborah Haines (Alexandria), Nominating Committee Co-Clerk, reported. On this first and only reading, we **APPROVED** this: we named Lauren Brownlee (Bethesda) to serve a second term on the Sandy Spring Friends School Board of Trustees through 2021 and named Adrian Bishop (Baltimore, Stony Run) Right Sharing of World Resources Liaison through 2021.

**12018-50** *Pastoral Care Working Group charge.* Melanie Gifford (Adelphi) and Rebecca Richards (Gunpowder), Ministry and Pastoral Care Co-clerks, presented the charge for the Pastoral Care Working group; the written version of the charge is attached. Melanie noted two changes: dropping the phrase “and can serve as long as they are led to” from the end of the second paragraph; and changing “maintained” to “held in confidence” in the list item numbered “5.” The Committee is not proposing that the Working Group work with individuals. We accepted Ministry and Pastoral Care Committee’s charge for the Pastoral Care Working Group.

**12018-51** *Quaker Religious Education Collaborative.* Marsha Holliday (Washington) reported on behalf of the Quaker Religious Education Collaborative (QREC); Marsha spoke from a written report; the written report is attached. QREC seeks the Yearly Meeting’s institutional membership and a representative; Religious Education Committee is to consider these requests.

**12018-52** *Friends United Meeting.* Georgia Fuller (Langley Hill), Friends United Meeting (FUM) General Board member, reported; the written version of the report is attached. Georgia corrected the name of Rosalie Dance (Baltimore, Stony Run) in the report. Georgia mentioned that the report has made one person uncomfortable and that we can expect discomfort in some of the work ahead of us. Georgia foresees that financial challenges may require cuts in FUM programs. Georgia suggested that the Yearly Meeting and local Meetings could provide funding for the head of Ramallah Friends School; we referred this suggestion to the Presiding Clerk and the Clerk of Interim Meeting.

**12018-53** *Camp Property Manager's annual report.* Gloria Victor Dorr (Sandy Spring), on behalf of Camp Property Committee, presented the annual report of David Hunter (Frederick), Camp Property Manager; the written version of the report is attached. Gloria highlighted family camp weekends and opportunities to rent the camp in off-season times for Meeting events.

**12018-54** *Camping Program Manager's annual report.* Jane Megginson (Frederick), Camping Program Manager, presented an annual report; the written version of the report is attached. Jane told of a reunion at Opequon Quaker Camp, marred by flooding; the flooding is another reason to try to find a new home for Opequon. Jane thanked local Meetings and individuals who, over the years, have said “yes” to requests to help children attend camps, providing funds and rides.

We heard a desire to have inclusion efforts reach out to indigenous peoples and Muslims; we heard a sense that individuals can help the Committee with outreach efforts; outreach materials are available.

We heard appreciation for Jane Megginson, the Strengthening Transformative Relationships in Diverse Environments Working Groups, and Hopewell Centre Monthly Meeting.

**12018-55** *STRIDE.* Ned Stowe (Sandy Spring), General Secretary, and Rosie Eck (Home-wood), Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group Co-clerk, reported on STRIDE; the written version of the report is attached. With the end of the service of an Outreach and Inclusion Coordinator; the STRIDE Working Groups have lost dedicated staff support. Ned and a group are developing plans to support STRIDE groups on both an interim and a permanent basis; the goal is to have a well-seasoned proposal prepared for our next Interim Meeting session. The group is considering whether ways of supporting STRIDE can also support equity, inclusion, and diversity efforts for the Yearly Meeting as a whole.

**12018-56** *Treasurer's report.* Tom Hill (Charlottesville), Treasurer, reported; the written version of the report is attached. Tom corrected the written report's reference of 2008 to 2018 and of \$17,000 to \$27,000. Tom is encouraged by this unaudited, interim report which shows increased cash, an increased operating surplus year-to-date, and increased net assets. Tom noted that the sharp decrease in “Property & Equipment Purchased from Operating” is due to bathhouse construction being done in 2017 and not in 2018.

We heard a question about the year's high goal for contributions; we heard a sense that the goal was recognized as ambitious by Development Committee and by Stewardship and Finance Committee when it was set and subsequently approved; the goal was set in part to enable bathhouse construction loans to be repaid.

We learned that Shiloh Camp was purchased in 1991 and loans were finally paid off in 2007 or 2008; more than \$400,000 was involved; we can expect a new home for Opequon would cost more.

**I2018-57 Stewardship and Finance.** Karen Cunyningham (Annapolis), Stewardship and Finance Committee Clerk, reported. Karen reported on Annual Session discussions about funding diversity and inclusion efforts in the budget; Karen hoped that such discussions in that and other areas might occur year-round. Karen noted that the Committee is considering sustainability over five and ten years as it prepares budgets; funding of capital replacements, which is not in the budget now, is a particular concern. In response to a question, Karen stated that the Committee is awaiting a proposal on support of STRIDE efforts before dealing with its monetary costs. Karen noted that we may at times need to be aspirational in funding programs for work we feel is important.

**I2018-58 Yearly Meeting Presiding Clerk.** Ken Stockbridge (Patapsco), Yearly Meeting Presiding Clerk, reported. Ken has recently been focused on STRIDE discernment; Ken also took part in Program Committee's consideration of Annual Session scheduling.

**I2018-59 Closing.** We heard, improved, and **APPROVED** these minutes. We adjourned, to gather next on 3/23/2019 hosted by Annapolis Friends, or at the call of the Clerk of Interim Meeting.

Marcy Baker Seitel, presiding

Arthur David Olson, recording

## **ATTACHMENT I2018-43**

### **AFFILIATIONS OF FRIENDS IN ATTENDANCE**

Adelphi, Alexandria, Annapolis, Baltimore, Stony Run, Bethesda, Charlottesville, Deer Creek, Eastland, Floyd, Frederick, Friends Meeting of Washington, Gettysburg, Goose Creek, Gunpowder, Herndon, Homewood, Hopewell Centre, Langley Hill, Little Britain, Menallen, Patapsco, Richmond, Sandy Spring, State College, Takoma Park, Williamsburg, York.

## **ATTACHMENT I2018-44**

### **PROGRAM COMMITTEE REPORT**

**Report to BYM Interim Meeting from Program Committee  
10/20/18**

The Program Committee (PC), through the work of a sub-committee on Schedule, spent considerable time over the last year examining the current schedule of events at Annual Session (AS). The sub-committee charge was to review the AS schedule, with an eye towards addressing comments from evaluation forms, as well as issues identified by PC members. We were concerned, in particular, with the decline in weekend attendance. We ended up looking at almost every aspect of the current AS schedule.

We made changes to the 2018 schedule to address some of these concerns (including adding a time for all-community meeting for worship and adding a 3rd time slot for interest groups).

#### **Collecting information and ideas, we:**

- Reviewed AS schedules over the last 20+ years;

- Designed and promoted a short survey (online and paper) and began a wider conversation about the AS schedule at the March 2018 Interim Meeting;
- Consulted with many individuals, including BYM staff;
- Began a review of past business meeting agendas to analyze how we spend our time (Required decisions? Hearing reports and concerns? Celebrating our work together?);
- Devoted significant Program Committee time to a discussion of various proposals to shorten AS, including consideration of impact of changes on many aspects of AS program (the retreat, JYM, etc.);
- Held two interest group “listening sessions” at AS in August.

### **Discernment and conclusions**

For quite a few months we leaned heavily towards shortening Annual Sessions by at least a day, and shared that idea at June Interim Meeting. By late summer, however, after thoroughly reviewing all the feedback we received, and reflecting on the great value felt by many of time together at Annual Sessions, the sub-committee recommended NOT shortening Annual Sessions at this time. Program Committee concurred with this discernment. We decided to “flip” the Friday and Saturday evening schedule, with coffee house on Friday, and the Carey lecture on Saturday. Program Committee will continue to work with the AS schedule, incorporating new ideas and programs as way opens.

**Annual Session 2019 will be held Monday, July 29 (beginning with retreat), through Sunday, August 4. The opening night plenary will be on Tuesday, July 30, and the Carey Lecture will be on Saturday, August 3.**

Barb Platt, clerk  
Program Committee

### **ATTACHMENT I2018-45**

#### **PEACE AND SOCIAL CONCERNS COMMITTEE:**

#### **END-OF-LIFE MINUTE OF HOMEWOOD FRIENDS MEETING**

**BYM draft minute, as amended\* and approved by Homewood Friends Meeting on October 7, 2018:**

**Homewood Friends Meeting** of the Religious Society of Friends (Quakers) encourages individuals to consider decisions about end-of-life planning in a spirit of clearness, attentive to the Spirit within. While Friends do not always agree on our moral choices, we agree on the importance of being open to each other and to the Light within on an ongoing basis.

**Homewood Friends Meeting** also supports appropriate legislation that would allow a terminally-ill patient with full decision-making capacity the option to obtain a prescription for life-ending medication for self-administration, along the lines of laws enacted in the District of Columbia, California, Hawaii, and several other states, as long as similar rules are included to safeguard against abuse.

\*Changes are in bold.

**ATTACHMENT I2018-45**  
**PEACE AND SOCIAL CONCERNS COMMITTEE:**  
**MINUTE ON IMMIGRANTS**

**The BYM Peace & Social Concerns Committee  
brings the following minute  
to Interim Meeting on October 20, 2018**

Friends believe there is that of God in every person. This leads us to advocate for a humane immigration policy that is welcoming to those facing adversity. We call for immigration reform with a pathway to citizenship for those who have been in the U.S. for a substantial time.

We recognize that war, civil conflict, economic inequality and climate change are primary factors driving more than \*65 million people from their homes. These displaced people are the faces of international injustice.

Friends helped to found the Sanctuary movement which provided a safe place for refugees fleeing the wars in Central America in the 1980's. The "New Sanctuary Movement" calls on people of Faith to "provide support and solidarity to neighbors, friends and families who fear being detained, deported and/or profiled."

We call on Congress to:

- Reject increased funding on immigration detention centers whose practices are harmful to migrant parents, women and children and tear families apart.
- Freeze funding for ICE/Immigration and Customs Enforcement (which operates inside the country) and CBP/Customs and Border Protection (which patrols the border) and replace them with a humane oversight system.
- Pass a CLEAN Dream Act and reverse the administration's proposal to eliminate TPS/Temporary Protection Status.
- Maintain a refugee admissions goal of at least 75,000 annually.

**We, the Baltimore Yearly Meeting of the Religious Society of Friends, agree to work for the just treatment of immigrants, migrants and asylum seekers. We call on Friends to become active in local immigrant rights networks and help implement the Sanctuary Everywhere movement as proposed by the American Friends Service Committee. Together, we affirm our commitment to protect targeted communities from state violence and discrimination.**

*\*The latest figures from the UN Refugee Agency, UNHCR, show that at least 65.6 million people—1 of every 113 members of the human family—have been forcibly displaced within their own countries or across borders. [www.unhcr.org](http://www.unhcr.org)*

**ATTACHMENT I2018-45  
PEACE AND SOCIAL CONCERNS COMMITTEE:  
PRESCRIPTION DRUG AFFORDABILITY INITIATIVE**



**Prescription Drug Affordability Initiative**

**WHEREAS**, to protect our lives and our well-being, every family in Maryland requires access to affordable prescription drugs;

**WHEREAS**, skyrocketing costs are making some medicines virtually inaccessible to our families and neighbors;

**WHEREAS**, overall drug prices increased almost 9% in 2016 while general inflation increased just over 2% in the same period, and since 2013 drug prices have risen an average of 10% annually but inflation has only increased 1.2% on average since 2013;

**WHEREAS**, prescription drug spending accounted for over 22% of each health insurance premium dollar in 2014, and nearly a quarter of people in their deductible period never picked up their prescriptions from the pharmacy, presumably because of the cost;

**WHEREAS**, over half of Medicare beneficiaries who did not fill at least one prescription reported prohibitive costs as the reason, and that nonadherence results in an estimated \$100-\$300 billion of avoidable health care costs annually;

**WHEREAS**, Maryland should continue to lead the Nation in addressing the affordability of prescription drugs, building on the State's landmark 2017 legislation banning price gouging by manufacturers of generic and off-patent drugs.

**THEREFORE, BE IT RESOLVED** that the undersigned organization supports creating a new Prescription Drug Affordability Board to determine how best to make prescription drugs more affordable for Marylanders, including by: examining the entire drug supply chain, including the role of drug manufacturers and Pharmacy Benefit Managers (PBMs), and establishing payment rates for expensive drugs that create significant affordability problems for Marylanders, building upon Maryland's successful tradition of health care cost scrutiny.

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ (o) \_\_\_\_\_ (c) Email: \_\_\_\_\_

Representative (Print Name): \_\_\_\_\_

Title/Role with Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this document, you imply that you have the authority to represent the listed organization.

Please mail, fax, or email completed form to:  
Maryland Citizens' Health Initiative, 2600 St. Paul St., Baltimore, MD 21218  
Fax: 410-235-8963; Email: [catherine@healthcareforall.com](mailto:catherine@healthcareforall.com)  
Or fill it out ONLINE at: [healthcareforall.com/RxResolution](http://healthcareforall.com/RxResolution)

## **ATTACHMENT I2018-47**

### **DEVELOPMENT DIRECTOR'S REPORT**

BYM Fall 2018 Interim Meeting Development Report  
Sandy Spring Friends Meeting – October 20, 2018

Dear Friends:

It is with a heavy heart that I notify you that I will leave my position as Development Director for Baltimore Yearly Meeting in early 2019. I consider my time working for you as one of my most memorable and rewarding personal and professional experiences. To that end, I would like to express my deep gratitude to the entire BYM community for the richness of this experience. You share an extraordinary faith community.

I have come to find that the generosity of spirit is rich here. You have continued to grow and stretch your capacity. I leave confident you will continue to share in the great work of Friends. This year you have set your fundraising goals historically high. Many have expressed concern that this is unrealistic. I submit to you that it is not only realistic for the membership to sustain the current budgetary requirements but that you have the ability to grow to fit the needs and leadings of this community.

I feel privileged to have personally witnessed the passion for the vital work of Friends here in BYM. Ideas, concepts and programing have grown from your deep desire to “**do something**.” I am in awe of the courageous spirit of Young and Older Friends who boldly face the challenges of today. I know they stand on the shoulders of generations of Friends before them. I have yet to meet a Friend who was afraid to speak boldly. It is inspiring to witness.

Thank you for welcoming me into your community over the last five years. I am grateful for the amazing staff here at BYM who tirelessly support this work. I am grateful to the past and current members of the Development Committee who have successfully shepherded the fundraising process. I am grateful to all the amazing Friends I have shared time with on this journey. Thank you.

On a personal note, I would like to share my future plans, realizing some Friends might be curious. After much consideration and thoughtful reflection my husband, Jim and I made the decision to move. We are in the process of moving to the Atlanta area to be closer to family. I plan to continue my Development work in that area.

Warmest Regards,  
Ann Venable  
BYM Development Director

**P.S. I will not be leaving for several weeks and would appreciate it if you all would contribute generously to the stretch fundraising goals set for BYM this year to support the work and programs that are important to Friends.**

## Fundraising Summary – October 20, 2018

## Fundraising Comparison Summary (January 1-October 18)

<b>Fund</b>	2018		2017		2018
	<b>Donors</b>	<b>Total</b>	<b>Donors</b>	<b>Total</b>	<b>Fundraising Goal</b>
Annual Session	29	\$2,221.25	27	\$2,933.75	\$5,000.00
Barry Morley Scholarship	9	\$716.00	3	\$160.00	\$10,000.00
Camp Property Capital	19	\$54,156.92	75	\$30,264.66	*\$329,000.00
Camp Property Operating	1	\$205.00	2	\$240.00	
Camping Program	113	\$45,145.00	83	\$17,288.00	**\$165,000.00
Diversity	83	\$43,017.27	65	\$29,897.90	
Educational Grants Fund	0	\$0.00	1	\$1,654.00	
General Fund	122	\$119,666.69	105	\$43,536.95	\$159,800.00
Gifts in Kind	1	\$52.63	5	\$3,893.53	
Indian Affairs	1	\$500.00	0	\$0.00	
Shoemaker Fund	0	\$00.00	1	\$75,000.00	
Spiritual Formation	19	\$2,493.00	15	\$710.00	\$2,000.00
Women's Retreat	45	\$3,731.00	8	\$49.94	\$4,000.00
Youth Programs	3	\$250.00	0	\$0.00	\$36,000.00
	353	\$272,154.76	331	\$206,128.73	\$710,800.00

\*Includes Friendly loan repayment, new projects and replenishing reserves.

\*\*Includes Camping Program, Diversity and Camp Property Operating.

## NOTES:

- The \$66,026.03 increase in gifts does not include the \$75,000 we had last year for the Shoemaker grant.
- This total does not include the pledge payments made in 2018 toward the Bathhouse project of \$23,255.
- RMD (Required Minimum Distribution) inquiries and gifts have increased, 7 since Annual Session
- In the last Quarter of the year we average (over the last 3 years) \$192,000 in gifts.
- In 2017 we received gifts of \$346,219.50 from 607 giving units (can be a single person, couple or family).
- The Yearly Meeting has been notified of 8 new Planned Gift intentions thus far in 2018.

**ATTACHMENT I2018-48****MINUTE OF APPRECIATION FOR ANN VENABLE**

Even as we are saddened by the departure of Ann Venable, we are grateful for the gifts she has given us as Baltimore Yearly Meeting's Development Director over the last five years. Ann has provided us with a new appreciation of how, as our Vision Statement declares, "the Yearly Meeting knits Friends from the Chesapeake to the Appalachians into the larger

Religious Society of Friends.” She has traveled tirelessly to Meetings large and small in our far-flung region, her presence helping those she meets to recognize that they are part of a larger whole.

Ann came to us in early 2014 from Wilmington College, a Quaker institution in Ohio, bringing with her a deep background in fundraising. Early on she worked with those concerned that BYM be more inclusive, to secure a substantial grant from a Quaker funding institution to address this concern. These funds have been key to the efforts of a group of Young Adult Friends in bringing more campers of color to BYM’s Camping Program. As a consequence, in recent camping seasons, both program staff and campers have better reflected the ethnic and racial composition of the larger society.

Ann also undertook the daunting task of raising funds for the new environmentally-friendly, handicapped-accessible, and gender-inclusive bathhouse at Catoctin Quaker Camp. With a combination of individual and local meeting contributions and “Friendly” loans, the project was funded and the bathhouse completed and ready for use at the beginning of the 2017 camping season. Three of the loans already have been “forgiven” and the Yearly Meeting expects the balance of the loans to be paid off and the project debt free by the end of 2022.

Camp staff agree that Ann has been a joy to work with. “She has an incredible work ethic. She understands and shares in the enthusiasm for the Camping Program and its value to the Yearly Meeting,” said Jane Megginson, Camp Program Manager. For David Hunter, Camp Property Manager, Ann’s “competence in her area of expertise has inspired all of us to be confident in our work. Her gentle and persistent nudging to develop a clearer mission and vision for our work has inspired us all.”

During her five-year tenure, there has been a steady increase both in the number of donors and in the total amount contributed. In the first nine months of this year, new donors grew to 353, compared to 331 in the same period in 2017. The amount contributed increased by just over \$66,000.

Ann’s relentless optimism that “the support is out there” has helped assure both the staff and committee members with whom she works that contributions for particular programs and projects and general Yearly Meeting support will be forthcoming. But she is also a realist and acknowledges that those who support BYM need to feel they are a part of the Yearly Meeting, and that this larger body is of intrinsic value to them. And importantly that the Yearly Meeting is worthy of their support!

Ann leaves all of us—but particularly those here today like you and me, who regularly attend Interim Meeting, Annual Session, and BYM programs—with the realization that showing up is not enough. We all need to convey to Friends in our home meetings that they are a part of BYM and through Yearly Meeting, part of the larger Society of Friends. With the support of such engaged Friends, the Yearly Meeting surely will grow and thrive.

## **ATTACHMENT I2018-50**

### **MINISTRY AND PASTORAL CARE COMMITTEE:**

### **CHARGE FOR PASTORAL CARE WORKING GROUP**

#### **Charge to the Pastoral Care Working Group Under the care of the Baltimore Yearly Meeting Ministry and Pastoral Care Committee**

October 2018

Pastoral care is a necessary function of a healthy Local Meeting community. While some Local Meetings may have a committee formally charged with this work, pastoral care is the work of all members of that community. Foundationally, pastoral care is how we attend lovingly to one another's lives and needs, how we stay in touch and stay connected. Friends offer pastoral care to one another in times of illness or grief, in times of transition and preparation for life changes, or when seeking clarity in discernment. Pastoral care is how we attend to the emotional, psychological, physical, and spiritual needs of one another in spiritual community. At times, the Local Meeting as a whole may need pastoral care if, for example, a divisive or disruptive issue is causing distress within the community.

The Pastoral Care Working Group (PCWG) under the care of the Baltimore Yearly Meeting (BYM) Ministry and Pastoral Care Committee (M&PC) will provide support and nurture to Local Meetings so that they can provide pastoral care to individuals within their community. The PCWG will comprise Friends from across BYM with gifts and leadings for this work. Friends on the PCWG are not nominated to this work through the BYM Nominating Committee; rather, Friends who wish to serve will let M&PC know of their interest and can serve as long as they are led to do so.

The PCWG will work proactively to develop and identify resources for use within Local Meeting communities. Resources might include readings, workshops, or other learning opportunities for individuals in the Local Meeting or for the Meeting as a whole. Resources might also come in the form of experienced individuals (from within or without BYM or the Religious Society of Friends) who can provide direct support or counsel to Local Meetings. The PCWG might also host learning or networking opportunities on pastoral care issues at BYM Annual Session or other times throughout the year.

While proactive engagement will help Local Meetings to maintain resilient and healthy communities, in times of challenge or crisis Local Meetings do request support from BYM. Such support will be carefully coordinated between BYM (Staff and Presiding/Interim Meeting Clerks), M&PC, and the PCWG. The following process is designed to best ensure timely communication and coordination of support for a Local Meeting:

1. The initial request for support from a Local Meeting will come to the BYM General Secretary (or her/his designee), who will inform the clerks of M&PC of the Meeting's needs.
2. Together, the BYM staff/clerks, and M&PC clerks will decide how best to respond to the Meeting's needs.

3. A response will most likely include a visit to the Meeting to listen with Friends and discern more fully the needs of the Meeting.
4. This visiting group can then connect the Meeting with the resources of the PCWG that might best minister to the need present.
5. A record of Meetings served and needs identified will be maintained by the BYM General Secretary and staff.

This process is also intended to honor the understanding expressed in this document that it is Local Meetings that provide pastoral care to their members. BYM, M&PC, and the PCWG can provide resources, counsel, prayerful presence, and experienced facilitators or mediators to help strengthen a Local Meeting's capacity to do this vital community work.

## **ATTACHMENT I2018-51**

### **QUAKER RELIGIOUS EDUCATION COLLABORATIVE REPORT**

#### ADVANCE REPORT FROM THE QUAKER RELIGIOUS EDUCATION COLLABORATIVE

The Quaker Religious Education Collaborative (QREC) is a grassroots network of Friends interested in Quaker religious education (RE). We are from all branches of our Quaker family, and we are international. We have a website and an online library of Quaker RE materials and resources, which is free for anyone to use.

In April 2014, four of us from four different Yearly Meetings, who were concerned about the future of Quaker religious education, began talking by telephone conference call. We realized that most unprogrammed Yearly Meetings as well as Friends General Conference had decided not to have paid staff for religious education. We decided to offer a gathering at Pendle Hill to address the future of Quaker religious education. We invited every Friend that the four of us knew who had been involved in Quaker RE.

When 34 Friends from 7 Yearly Meetings showed up in August 2014, we began our community of practice by sharing resources, skills, gifts, questions and insights in support of this Quaker ministry. Since then, we have had a conference every year, and we have moved our conference location every two years in order to provide as much access as we can. After our second year at Pendle Hill, we moved our conference to Quaker Hill in Richmond, IN. This past summer, we were at Powell House in upstate New York, where we will be next year. Our plan is to move to yet another location in 2020, probably in the southeast.

In 2016, we held our first Meeting for Worship with a Concern for Business and became a 501c3. Our goal is to be theologically, geographically, and internationally inclusive. At our conference this past summer, we hosted two Friends from Kenya, three from Mexico, one from Bolivia, and one from El Salvador. As all Quakers are teachers and learners, we address religious education for all ages, all sizes, and all locations of Meetings.

Our work includes year-round Conversations Circles with on-line audio-visual discussions on a variety of RE topics. Our online newsletter, QREC Connections, highlights educational resources and opportunities to strengthen Friends RE programs. We have a Facebook

page ([www.facebook.com/quakers4re](http://www.facebook.com/quakers4re)), an email account [quakercollaborative4re@gmail.com](mailto:quakercollaborative4re@gmail.com), and even a Twitter account @Quakers4RE.

Launched early this year, our QREC website ([www.quakers4re.org](http://www.quakers4re.org)) hosts a collaborative, searchable, online library of RE materials, such as books, curricula, and videos. Friends who use the materials are invited to share their experience. Our library is free and available for anyone to use.

We organize our Collaboration around Circles of Friends who participate in different aspects of our work. Our Steering Circle is an administrative Circle. Each year we form a new Planning Circle for our next conference. We have a Website Circle, and many Conversational Circles on a variety of topics. Except for our annual conference, all of our work and meetings are online.

Becoming a member of QREC is easy. Anyone who attends a conference pays a \$5.00 membership fee, or one can become a member online. We accept donations. We have no paid staff. Our work is done by volunteers.

We have applied for and received generous grants from Shoemaker, Obadiah Brown, Sue Thomas Turner, New England Yearly Meeting, Friends World Committee on Consultation, Quakers Uniting in Publications, Texas Alternatives to Violence Project, and First Friends of Indianapolis. These grants have made parts of our work possible, such as the editing, printing, and distributing to yearly and monthly meetings a children's booklet, "Quaker Meeting and Me." Our expenses include scholarships to our annual conference, postage, our on-line audio-visual conference call fees, educational video projects, and banking fees.

QREC asks Baltimore Yearly Meeting (BYM) and all other Yearly Meetings to support religious education through voluntary *Institutional* memberships with annual donations to our budget. We would also like to have an official representative to QREC. We ask the BYM Religious Education Committee to consider this proposal and report back to our March 2019 Interim Meeting.

Quaker religious education is important work. The future of Quakerism is at stake. Meetings that have inadequate First Day Schools are not likely to attract families. Meetings that are not educating their adults in Quaker history, testimonies, and theology will not be vibrant or be able to provide Quaker religious education for their children.

We are asking BYM to support QREC and Quaker religious education.

## **ATTACHMENT I2018-52**

### **FRIENDS UNITED MEETING REPORT**

**Report from the Friends United Meeting  
General Board and Executive Board meetings on  
October 11-13, 2018, Richmond, IN  
Georgia E. Fuller, Langley Hill, BYM Representative to FUM**

In this report I have shared several concerns that merit more lengthy discussion than is possible at a business meeting of either Interim Meeting or Annual Session. Because these are important concerns, I think the best way for us to begin discerning these issues is to make myself available to your Monthly Meeting. Please send me an email and we'll talk about a date, time and format that will work. Right now because of the mid-term elections in Virginia—a critical swing state—I'm inundated with email, so if I don't get back to you in five days, please email again or call. [georgiafuller@gmail.com](mailto:georgiafuller@gmail.com) home phone, 703-5787578

### A-Attendance

The Executive Board of Friends United Meeting gathered in the morning of Oct. 11 in Richmond, IN. The General Board Meeting began at 7:00 that evening. Georgia attended both meetings. BYM representative Walt Fry (West Branch) attended the FUM Trustees meeting in the afternoon of Oct. 11 and the General Board Meeting. BYM representative Ann Riggs (Annapolis) attended the General Board meeting and also serves on the committee for African Friends in North America.

BYM members from Stony Run, Adrian Bishop and Rosalie Dance, serve as Living Letters to Belize Friends School and also as the FUM representatives to the Belize Friends School Advisory Board. The gifts of Adrian, an experienced building inspector, and Rosalie's gifts in education and proposal writing are greatly appreciated by Friends in Belize, the FUM staff, and the General Board. BYM Stony Run members, Meg Meyer and Arthur Boyd just began their service as Living Letters to Ramallah Friends School in Palestine. Arthur is working with the Ramallah Development and Communications staff and helping to plan the 150th anniversary of the School. Meg is coordinating the renewed emphasis on Quakerism and launching a school choir. Their service has elicited praise and thanksgiving from Friends in Ramallah and Richmond, IN.

### B-News from the General Board Meeting

- 1) FUM has just launched a **fabulous on-line bookstore!** Check it out! <https://friends-united-meeting.myshopify.com/>

The store has contemporary Quaker writings, early Quaker writings, Quaker history, journals, letters, art, music, fiction and humor. Books on peace and nonviolence from Fox to Ghandi and from Ramallah's Jean Zaru to Bethesda's Dave Zarembka are included. The section on prayer, inspiration, and spiritual growth includes old classics like the works of Howard Thurman and new books like *Following Jesus Without Embarrassing God*. Friends serving on religious education committees should check out the books and workbooks for adults, youth and children.

- 2) The Executive Board is working on a new arrangement with **Everence, a Mennonite financial institution.**

Everence wants to offer financial services to Friends regarding responsible investment, estate planning, wills, and trusts. As a plus, they also want to help us to remember Baltimore Yearly Meeting in our estate planning. More news on this later.

- 3) FUM's **Finances are again problematic** despite the success of the recently ended Combined Campaign.

This is partially because the new auditing firm has asked us to correct entries that the former auditing firm had insisted we make. Also summer is a down-time in giving and no one is sure how the new tax laws and the ballooning economy are going to affect income. Even considering these possible negative influences, it is clear that there are some systemic problems. Our new General Secretary, Kelly Kellum and our finance staff are committed to finding the problem. As a General Board, we can expect to make some difficult decisions, perhaps at our March meeting.

Other factors to consider: Over the decades FUM has inherited numerous little pots of restricted funds and other gifts. These line items make understanding the budget difficult, especially for me. I talked with an experienced FUM Board member and learned that he also has trouble understanding the budget. While this made me feel better, I came away from our discussion thinking that we may have to curtail some programs or change funding strategies. Many programs had their start when Indiana, Western, North Carolina, and Wilmington (Ohio) Yearly Meetings were booming in membership and finances. However, economic and demographic changes in the last 50 years have decreased this giving base. Their endowments still exist but membership is down. During our conversation the experienced Board member bluntly said that FUM is struggling to survive “on the money of dead people.”

#### C-A financial and spiritual challenge to BYM Friends

One change in funding strategies would be to ask Yearly Meetings to adopt a program. Ramallah Friends Schools have been near to the heart of many of our members and Meetings. FUM is an association, not a denomination. Presbyterians, like other denominations, charge their congregations assessments or dues, which include funds for their field staff. Associations, like FUM, follow the old missionary model in which a member with a calling depends on other members, many of whom are personal F/friends, for their financial stability. However the Head of Ramallah Friends Schools does not fit this traditional missionary model.

The RFS Head is a specialized educational position—responsible for cross-cultural education, which includes the entire three-level International Baccalaureate program and a special education program. Perhaps more importantly RFS practices on-the-ground environmental stewardship in a dry land and practices peace and nonviolence in an occupied land. The current Head is an experienced, international educator who does not fit the traditional missionary model. Adrian Moody is a Roman Catholic from Australia

As a Yearly Meeting and as Monthly Meetings, could BYM contribute \$1,000 a month toward his annual salary and benefit package? For 150 years RFS has been a sign of hope and an oasis of peace in a war-torn land. RFS has been very important to the people of Palestine. How important is it to us that this Quaker witness continues? You can find information on their website at <http://www.rfs.edu.ps/> and like their Facebook page at <https://www.facebook.com/FriendsRamallah/>

#### D-Friends in Kenya challenge us culturally and spiritually

Are we up to the challenge of Christian African Friends? Quaker Christianity became

rooted in Kenyan soil over 3 generations ago. For many of us, when we think of Christianity we think the Spanish Inquisition, the Salem Witch Trials, and the current pedophile scandals in the Roman Church. For many Kenyans, Quaker Christianity means hospitals, schools, and opportunities for women's leadership through the United Society of Friends Women International.

Here is a challenge to our thinking that was overheard at the latest meeting of the Friends Historical Association: An east-coast Friend and historian claimed that Christianity had been forced down the throat of Kenyans and they don't really understand it. Was this a racist put-down?

Here's another example of challenge. I was having a discussion of the peace testimony with a weighty Friend for whom our peace testimony was practically a creed. I said that I thought the Quaker peace testimony would have difficulty being affirmed by BYM today because of the Christian language. He waived his hand and dismissively said, "Oh, that old language, I just translate it." Thousands of first generation Friends were imprisoned, losing some or all of their possessions. Hundreds of first generation Friends went to prison and many lost their lives as a result. Do we really think they suffered all this just for the sake of "old language?" Or was Christ a personal, transformative, and living Power in their lives?

As I said, Quaker Christian faith and practice was rooted in Kenya 3 generations ago. It was grown and blossomed in new and different ways. Can we be open to this?

Over 40% of the world's Quakers live in East Africa. They will be the dominant influence on the future of Friends for the 21st century. At Annual Session, I challenged us to begin discerning what part we want to play in the future of Quakerism. As I said, now is the time to gather data for our discernment. We can begin by periodically checking the FUM website <https://www.friendsunitedmeeting.org/> In addition we can sign up for the weekly and monthly e-news at the website's contact page. <https://www.friendsunitedmeeting.org/contact-us.html>

Let's also think about going to the next the Triennial meetings in Kisumu, Kenya, July 12-18, 2020.

E-Many Friends in FUM, especially those in Africa, challenge us in ways that are deeply personal and spiritual

Are we able to work, in mutual respect, with Friends who have different understandings of sexual ethics? At our summer Board Meeting we had a dialogue about homosexuality, followed by small group discussions.

Two weeks ago I arrived at the fall General Board early and had lunch with a Quaker from southern Indiana. About an hour into our conversation he said that he had two married sons, living nearby with their wives and children. The next part of the conversation went like this: he said he had a daughter...pause...living in North Carolina...pause...with a...and then he said the L-word. But for him the L-word was "lady." He told me that the "lady," with whom his daughter lived, had a son.

I responded that one of the reasons I wanted my Yearly Meeting to remain a member in good-standing of FUM was so we could be present to children like his. Then my lunch companion said that he had realized there were no pictures of his daughter with the lady and her son in his living room. There were pictures of his sons and their families. So he had made a conscious decision to put a picture of his daughter's family in his living room. I realized later that our presence in FUM is also important to parents like my lunch companion. And I wondered if I couldn't have been a better Friend to him.

When I'm teaching in Kenya, I'm very conscious of my status as an authority figure. So when the subject of homosexuality comes up, I'm careful not to abuse my position. I mostly listen and when asked I describe different points of view among Friends. It's become clear to me that like the slave owners in American, the colonialist gained a reputation for sexual exploitation and deviance. Was it deserved? I don't know. But the result is that any idea about sexuality that comes from the West is viewed with suspicion. Just think about some of the movies we send overseas. According to Friends who lived in Kenya for a time, it's not that Kenyans don't have practice of homosexuality; it's just that they don't name it. And they sure don't talk about it publicly.

## **ATTACHMENT I2018-53**

### **CAMP PROPERTY MANAGER'S ANNUAL REPORT**

Staff Report of the Camp Property Manager  
to Baltimore Yearly Meeting  
David Hunter  
October 2018

In spring of 2018 a group of 35 or 40 of us gathered at Opequon Quaker Camp for a Family Camp Weekend. We had a nice dinner Friday night and enjoyed sitting around the fire and snacking until it got dark. That night the rain was loud on the cabin roofs but by morning the rain had slowed to a damp drizzle. More Friends arrived over the course of the morning and we hiked, explored, painted, built bunk beds, cleaned gutters, cleaned, cooked, put together jigsaw puzzles, played Scrabble, made jewelry, raked leaves, talked, made new friends and generally had a great time. The drizzle continued and there were a few periods of rain, but we were determined not to let a little rain bother us.

Saturday night it rained hard. The sound of the rain on the roof was loud and we were all drummed deep into restful, oblivious sleep. We got up Sunday morning, had breakfast and a few who had to leave early said their goodbyes and headed down the hill... It wasn't long before they reappeared at the top of the hill. It seemed that there was water flowing across the driveway at the bottom of the hill and they were not sure if it was safe to cross. Several friends walked down to check it out. They found that the creek was high and getting higher and it was definitely not safe to cross. At least for the time being, we were staying at camp.

One might think that despair and frustration would have been among the emotions floating around the camp, but one would have been mistaken. Folks quickly settled into more Fam-

ily Camp fun and we went on hiking and exploring, painting, building bunk beds, cleaning gutters, cleaning the kitchen, cooking, putting together jigsaw puzzles, playing Scrabble, making jewelry, talking, making new friends and generally having a great time. Throughout the day on Sunday the water continued to rise and it became clear we would not be leaving. As I talked to folks I realized that these people had some important things to do. One Mom was supposed to be hosting a retirement party at her place of work which the U.S. Secretary of State would be attending. Another was coordinating a conference which several members of the UN General Assembly would be attending. There were plenty of reasons for folks to be anxious about leaving but all present chose to enjoy the time together rather than be upset about things that were beyond our control. To me it was another miraculous camp moment – having our well laid plans rendered meaningless and everyone choosing to lay their frustration and disappointment aside and allow themselves to truly enjoy our time together. It was a perfect camp adventure and we left Monday, grateful for the extra time together.



While we were grateful for the extra time together and the lesson on the foolishness of the plans of men and women; it was also a warning of times to come. It was not the first or last time that the driveway at Opequon was impassable in 2018. Construction of the new cabin at Opequon had already been halted for several days when the creek rose. The day before pre-camp was to begin the driveway flooded again and Pre-camp had to be delayed for 24 hours. There was also at least one interval of time during camp when the driveway was impassable. With climate change bringing us more and more extreme weather patterns we can rest assured that wet summers like this one will be more frequent. We have a long term lease for the site at Opequon which has allowed us to make some needed im-



provements there. Now we are coming up against the need for more costly improvements to the property and it is difficult to justify such improvements on a site we do not own. The family who we lease the site from has a deep connection to the property that has been in the family for generations and they have made it clear that as much as they love having us lease the property, they have no interest in selling it.

Having a safe and useful site for the program at Opequon is important to us all and in the coming months we will be intensifying our exploration of possibilities for providing such a site. A joint committee with members from the Camping Program Committee and the Camp Property Management Committee has been formed to look at options for a new site for the program at Opequon. Friends can look forward to recommendations from that committee in the future.

### **Other News from Opequon**

This spring we completed the replacement of the last of the old cabins at Opequon. We now have 8 camper cabins there that can house up to 12 people each and they have all been built since 2004. It is great to be able to check this task off the list and we are grateful to all the Yearly Meeting members and camp families that made this work possible. Campers and counselors all need a safe, dry place to sleep while they are in camp and it is great to know that we are able to provide it for them.

### **Plans for the Future**

For many years we have been aware that the bathrooms at Opequon need to be improved. Knowing how expensive bathrooms can be and that we are not going to be able to purchase the property where Opequon is located, we have been working on creative solutions to the problem. This year we finally settled on a practical solution that will address the problem without putting us in a difficult financial position. This year we will purchase a shower trailer, similar to the temporary shower trailers used at wild fire fighting base camps and other situations where temporary showers are needed. These shower trailers are functional and attractive to use and hold their value well, allowing them to be re-sold when they are no longer needed. This will allow us to reconfigure the current bathhouses, removing the showers, move the sinks and create badly needed space for moving around in the buildings.

### **Catoctin Quaker Camp**

We continue to enjoy the new bathhouses and it is difficult to describe what a difference they have made to the property. Trees planted after the project was completed are beginning to grow and the meadow mix planted around the building came into full bloom this year. The bathhouse was resplendent in a sea of Black-eyed Susan, Quaker Ladies (Queen Anne's Lace), Asters, Variegated Beebalm and Cornflowers.



### **This year**

This fall we will replace the 9th of the 12 camper cabins. We continue to be grateful to Peter Bugler for all the care and remarkable craftsmanship that he puts into each cabin at Catoctin. The traditional timber frame technique used to build these cabins brings func-

tionality and beauty to the design and construction. Locally sourced materials are the last ingredient in creating structures that embody simple elegance and are built to last.

The kitchen at Catoctin is also in need of our attention. This fall we will repair a section of the wall on the west side of the building. As we do this work we will also be able to replace the cabinet that supports the handwashing sink. This work will ensure the building remains structurally sound and functional well into the future.



It has become clear that the roof on the infirmary will also need to be replaced this fall.

### **Plans for the future**

Some unexpected work this year means that some 2018 projects needed to be deferred. In 2019 we will replace a shed at the Caretakers Cabin that collapsed under a heavy load of snow a few years ago and the floor in the lodge and kitchen will be resurfaced. We also look forward to replacing the 10th of the 12 camper cabins.

### **Shiloh Quaker Camp**

The fourth of 10 camper cabins was replaced at Shiloh this year and another cabin was torn down to make room for the fifth cabin to be replaced in 2019. We also completed replacing the roof at Shiloh last spring.

The battle against invasive species such as Kudzu, Bittersweet and Honeysuckle continues at Shiloh and this fall a large area was cleared where 24 of the Quaker Oaks were planted. Each of these trees is planted in honor of an individual who has made a planned gift to the Yearly Meeting by remembering the Yearly Meeting in their will or dedicating some part of their estate to Baltimore Yearly Meeting. Planned gifts are an easy and highly effective way for individuals to ensure that the BYM Camps and the Yearly Meeting continue to have a voice well into the future.

### **Plans for the future**

In 2019 we will build our 5th (of 10) cabins at Shiloh. It will be one of the cabins that overlooks the rest of the camp and we will be excited to see it go up. In the past we have occasionally had the well run dry at Shiloh. We had hoped to dig a new well in 2018 but it was necessary to postpone it until 2019. We look forward to having a more secure and reliable source of water for the future.

### **Family Camp Weekends**

Family Camp Weekends continue to grow, offering BYM Friends a chance to come and enjoy the properties; prospective camp families and new campers a chance to come and

see what the camps are like, and seasoned campers a chance to get together when camp is not in session. We offer one Family Camp Weekend at each of the camps each spring and fall. Over the last few years we ensured that each family camp has a person responsible for having some programs and activities ready for any young people in attendance; a person responsible for shopping for food and making sure that things run smoothly in the kitchen and a person on site to help coordinate service projects. The Camping Program Committee and the Camp Property Management Committee have been diligent about making sure that members attend the weekends and it has made a stupendous difference.



These weekends have turned out to be a great recruitment tool for the camps. Young people who are nervous about being away from home for camp have an opportunity to come with their families and get comfortable on the camp site before committing to be at camp. Sometimes it is the parents that need reassuring. The weekends have also been a great way for camp alumni, BYM Friends and camp families to connect. As a bonus, we find that we are still getting a lot of badly needed

work done at the camps.

Everyone is welcome to learn more about Family Camp Weekends at [bymcamps.org/programs/family-camp-weekends/](http://bymcamps.org/programs/family-camp-weekends/) and when you are ready to sign up send an email to [camp-property@bym-rsf.org](mailto:camp-property@bym-rsf.org) and let us know when you will arrive, when you will depart, who will be in in your group, the ages of any young people in your group and any dietary restrictions members of your group might have.

We can't wait to see you at camp!

**Participation at Family Camp Weekends**

	Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018
Catoctin	45	20	30	35	25	60	35
Opequon	15	15	25	45	35	35	TBA
Shiloh	30	30	25	60	50	55	45

**Off Season Rentals**

Do you long for camp when camp is not in session? Well, we are here to tell you that camp does not go away in the off-season. Furthermore, for much of the year they are available for your use. All of the camps are available to be rented at very reasonable rates from the end of camp until the end of October and from April 1st until the beginning of camp. Space for

smaller groups is also available at Catoctin (The Studio) and Shiloh (The Retreat) whenever camp is not in session. Camp is there all year long. All that is missing is you, your family gathering, a celebration, a reunion with your friends, your in-service day for work or a retreat for your Church or Meeting. More information is available at: [bymcamps.org/camp-rentals/general-information/](http://bymcamps.org/camp-rentals/general-information/)

### **Caretakers**

We are fortunate to have two fabulous caretakers at our camp Properties. After nearly seven years of service (not to mention several years of service in the 1990's) Jake Butler retired as Caretaker at Shiloh this spring. Fortunately, the hiring process went smoothly and we had several exceptionally qualified candidates to choose from. After difficult deliberations the hiring committee settled on Michael Reed. Mike is well acquainted with the job and the property since he has been helping previous caretakers (including his Uncle Ralph Reed and his close friend Jake Butler) since he was a teenager. He has an extraordinary skill set for the job and had a great summer enjoying and participating in life at Camp. Please welcome Mike to the new position the next time you are at Shiloh.

Jesse Miller continues as Caretaker at Catoctin as well as in his role as Co-director of Catoctin Quaker Camp in the summer months. He is a warm and welcoming presence at Camp and thoroughly enjoys the solitude of the off-season the joy of welcoming visitors to camp and the hard work that goes along with being caretaker.

Jesse has been able to balance the demands of his two jobs only through the assistance of some very important volunteers. Harry "Scotty" Scott has been at Catoctin for the last two summers serving as bus driver, maintenance coordinator and primary miracle worker! He is an unstoppable and tireless worker and it is hard to imagine how we ever made camp work without him! Nick Funkhouser has been our greatest Friendly neighbor at Catoctin for as long as most of us can remember and in recent years he has always been there when we needed help with at recycling run or another set of hands to dedicate to the work before us. We all should feel a deep sense of gratitude to these two Friends and all of the F/friends who work tirelessly to make our camps possible.

### **Finally**

It is a joy and an honor to be a part of Baltimore Yearly Meeting and to have the opportunity to help care for these sacred places that serve such special programs. Helping to create a vision of how we want to make the necessary improvements at the camps has been challenging and exciting work. I look forward to seeing these projects move forward as way opens.

Gratefully submitted,  
David Hunter

## **ATTACHMENT I2018-54**

### **CAMP PROGRAM MANAGER'S ANNUAL REPORT**

#### **Camp Program Manager Report 2018**

Camps across the board were 88% full, slightly below our average of 90%, but within our normal range of 86-94%. About 30% of our campers are Quaker, and 28% are campers of color. Of our 156 campers of color this year, 24 (15%) came from the STRIDE program. It is important to note that STRIDE is just one part of our efforts to increase diversity at our camps

BYM Camps gave out over \$99,800 toward fees for 110 campers from our Financial Aid Fund, Grants, and Diversity Funds this past summer. The Monthly Meetings contributed another \$45,213 to assist 63 campers this summer. Thanks to all of you who donated to BYM and/or your Monthly Meeting to help support camper attendance this past summer! One of the things that makes my job really worth doing is making sure campers get the help they need to attend camp.

This past winter, I got a call from a mother whose daughter had attended Opequon through a program sponsored by Langley Hill Meeting partnering with Bridges 2 Independence (B2I), which helps homeless families get back on their feet. Langley Hill Meeting has been sponsoring a couple of campers from B2I for more years than I have been in this job – that is more than 14 seasons! Because the whole point of this organization is to move families from homelessness into shelter and jobs, we do not usually get campers returning from this program and partnership with Langley Hill. But this winter, out of the blue, this mom called to ask if there was any possibility of her daughter being able to attend Opequon again. She explained that they lived in a subsidized apartment, and she was able to work part time for \$10 an hour. Her daughter kept talking about Opequon and what a big impression it made on her. So the mom reached out to see if it was at all possible that her daughter could come back. She admitted to me that she probably could not contribute toward fees, and she had no car to get her daughter to camp. I asked what her daughter remembered about Opequon that motivated the mom to call. She said, “My daughter could not stop talking about the food – how good the food was.” That just about broke my heart. I have heard a lot of reasons for campers wanting to return to camp before; I have read lots of evaluations talking about how camp contributed to spiritual growth, confidence, lifelong friendships, resiliency, how campers come home from camp singing and doing chores, but I never heard a camper say the number 1 reason they wanted to come back to camp was the food. Don’t get me wrong, I think we serve great food at camp, but that is just not the first thing cited by campers. At any rate, I knew that I would make it happen for this camper to return to Opequon this year. It took a lot of courage for this mom to ask for her daughter – to find us, to call me, to ask. So I said “Yes” to this mom and this camper. As it happened, it was not hard at all to find the help I needed to send this camper back to Opequon. I got in touch with the Langley Hill Meeting volunteers who work to get the B2I campers to camp, and asked if they would be willing to help this camper come to camp again. They said they would try, and in fact, they found the money, and got her the rides she needed. BYM Camps supplied the gear. Over the years I have done this job, I can tell you many similar

stories of pairing a camper in need with a Meeting passionate to help. So thanks to all of the Meetings, and individuals, over the years who have said “YES!” when I call wondering if they could help out. Those “Yeses” and being able to say “Yes!” when a family in need calls, is what keeps me going.

This past year, as part of our annual planning weekend with the Directors and Camping Program Committee, we added a day and had a workshop with Brooke Carroll, of Brooke Carroll Consulting, on mental health and our campers/youth. The Directors of our camps, Jossie Dowling, BYM Youth Secretary, and I all spent a day with Brooke to learn more about working with campers/youth struggling with mental health challenges. Over the past decade or so we have noticed a sharp increase in the number of our campers who are facing mental health challenges. This reflects the same challenges we are seeing throughout our culture. Brooke consulted with many past and current health workers associated with our camps and came up with a great day of discussion and training around mental health at camp and how to help us better support our campers. We learned that anxiety was the most common co-factor in most mental health challenges facing youth, and it is one that we can impact with some careful management. As a result of the training, the Directors and I were better prepared to face the summer. We made some changes to our procedures for check-in day, adding a Director Welcome with question-and-answer period for parents, checklist for check-in day, and greeters. In addition, we changed visiting day policy for campers in the middle of the session – we got rid of it, as we had observed over the years that it contributed to homesickness and the premature departure of many campers. We promised to have campers send more letters home and to provide our once-a-session updates from each camp for parents. This resulted in far fewer campers leaving camp early due to homesickness. Another item we discussed at our training was campers and staff alike getting more sleep, as adequate sleep is a major contributor to good mental health. I am quite pleased with the training and the good information we were able to take away from it. My thanks again to Brooke Carroll for planning and executing such a helpful training, and for her follow-up help!

A looming issue on the horizon for our Program is the increase in flooding that particularly impacts Opequon Quaker Camp. The recent increase of storms, with higher rainfall concentrated in the same location, creates a potential problem at Opequon. In order to enter the camp, one must cross a low bridge over a tributary to the Opequon Creek. Several times this late spring and summer, the creek flooded, closing access to the camp for 24-48 hours at a time. All summer I kept a watchful eye on weather patterns over Opequon, particularly during “changeover” when campers come and go for the session. Luckily, the floods this summer missed the changeover weekends. If the creek were to flood on one of those weekends, we would have a logistical nightmare. Not being able to get campers in and out of camps on the scheduled dates would create problems for every camper’s family. In addition, there are safety concerns – emergency vehicle access, while still possible via a neighboring property, is less than ideal. So in addition to needing new bathhouses at Opequon, the increased risk of flooding is making the current site of Opequon problematic. A sub-committee made up of members of the Camping Program Committee, Camp Property Committee, the Development Director, Camp Property Manager and I are actively looking for a camp property to purchase for Opequon.

## **ATTACHMENT I2018-55 STRIDE WORKING GROUP REPORT**

### **Report from the STRIDE Working Group to Interim Meeting 10/20/18**

#### **Background Introduction**

BYM is in the third and final year implementing the grant from the Shoemaker Fund to support BYM's "Growing Diverse Leadership" initiative. The primary goals of the \$225,000 grant have been:

- To increase diversity at our camps, in our local Meetings, and throughout BYM;
- To increase attendance at local meetings by people who have developed a Quaker identity at BYM camps; and
- To increase participation and leadership in local Meetings and BYM by young adults and people of color.

The Shoemaker grant has been used to support both the STRIDE program ("STRIDE" = Strengthening Transformative Relationships In Diverse Environments), which focuses on advancing equity, diversity and inclusion (EDI) in the camps, and the activities of the ad hoc Growing Diverse Leadership (GDL) Committee, which focuses on advancing EDI throughout BYM. This report focuses primarily on the STRIDE program.

Using funds provided by the grant, BYM established the Outreach and Inclusion Coordinator (OIC) position, which Dyresha Harris filled most ably from November 2015 through May of this year. The main purpose of this position was to advance EDI at BYM camps and to support young adult leadership development through the STRIDE program.

The first group of what was to become the STRIDE program was started in Philadelphia several years ago by a group of enthusiastic BYM camp staff and alums who wanted to provide the BYM camp experience to children of color in Philly who otherwise would not have that opportunity. They saw increasing diversity at camps as a win-win for everyone—toward building the Blessed Community. Since then, new core groups have been established in Baltimore, Washington, DC, and Charlottesville.

STRIDE groups seek to advance EDI in all of BYM's camps by funding, outfitting, preparing, and transporting campers and counselors of color to camp. Core group members develop relationships with families and community groups in their cities, learn about social justice and inclusion, develop community organizing and fundraising skills, engage with local Meetings and BYM, and become part of a change community.

About two dozen young adult volunteers were involved carrying out the work of the STRIDE core groups leading up to the 2018 camping season. Thanks to their efforts (and the generosity of many Friends and community foundations across BYM), in the 2018 camping season, 24 STRIDE campers attended BYM camps. In addition, with support from the Shoemaker grant, a two-day EDI training was provided for more than 60 camp staff during skills week and additional training was provided for all camp staff at each of our four camps during pre-camp training week. To complete the circle, many of the young

adults who are involved in STRIDE during the year, also work as staff or volunteers at the camps during the summer.

### **What's next?**

The Shoemaker grant was intended to help BYM get its change process started – to give BYM a boost. No one expected that our work would be finished by the end of the grant. As such, the Shoemaker Fund and BYM have proceeded with the understanding that, after the grant funds are exhausted, BYM will develop its own resources to continue the work and build upon the progress that has been made.

The STRIDE vision and program are just getting started. The core groups are enthusiastic and excited about their work. They have begun building relationships in urban communities of color with families and community foundations. They have raised tens of thousands of dollars to support camp scholarships. They have laid a foundation upon which the program may grow. However, as volunteers they are over-stretched. Burn-out is a concern. They need more core group volunteers, and they need dedicated staff support to continue. The question now is whether and how BYM will make this important work a continuing priority.

### **What's new since Annual Session?**

At Annual Session in August, many members of the Yearly Meeting voiced strong support for continuing the STRIDE program and staffing it as needed. However, the specific plan, job description, and funding proposal still needed to be developed with input from the STRIDE groups, people who had been involved in the Shoemaker grant process, the Camping Program Committee, and many other committees. And, we needed to develop strategies and support to help sustain the STRIDE groups for the interim without a dedicated staff person.

That is the work that we started this fall.

In September, the General Secretary (GS) reached out to each of the four STRIDE core groups to assess their status, needs, and priorities and to begin the discussion about how we could work together and sustain their programs in the interim until a new staff position has been created and filled. All reported the loss of core group members over the summer, the need to recruit more volunteers, the need to follow up with camp families about how camp was for the kids, and the need to get fundraising efforts underway to raise funds for the next year.

In early October, the GS convened a meeting of the STRIDE Working Group to begin planning for the long-term future of the STRIDE program. This was the first ever meeting of the STRIDE Working Group as a whole, inviting participation from all four cities. Participants included representatives from STRIDE core groups, the Presiding and Interim Meeting Clerks, the GS, and representatives from the Camping Program and ad hoc Growing Diverse Leadership committees and the Working Group on Racism. In advance, the GS assembled an extensive list of STRIDE program achievements, challenges, and lessons learned over the past three years' experience. The idea was to incorporate what we had

learned into our plans moving forward.

At a second STRIDE Working Group meeting in October, an interim plan to support the local STRIDE groups was presented, along with a draft position description for a permanent staff position to support STRIDE.

The group approved moving ahead with the interim support plan. This will involve hiring individuals who are intimately familiar with the BYM camping program and STRIDE on short-term, part-time, hourly contracts to provide key support to the local STRIDE core groups in critical areas such as volunteer recruitment and fundraising. We will also explore opportunities to bring in resource people to provide core group members with continuing EDI leadership training. Funds remaining from the Shoemaker grant will be used to support this work. The General Secretary (and other BYM staff as needed) will work with the STRIDE Working Group to manage and carry out this effort.

The Working Group will continue seasoning the draft position description for permanent staff support for STRIDE. When the Working Group reaches clarity on its plan moving forward, the proposal will be sent to the Camping Program, Supervisory, Stewardship and Finance, and Development committees for review and comment. We intend to present a well-seasoned proposal, job description, and funding request at the next Interim Meeting in March.

As part of its discernment, the STRIDE Working Group (which was joined by members of the GDL Committee) also discussed the importance of advancing EDI efforts throughout BYM (through the work of the GDL Committee) and the need to provide staff to support this work, as well. All are united on the importance of both programs. However, the question of whether the staffing for both programs can or should be combined in one position or requires two separate positions remains unsettled.

## **ATTACHMENT I2018-56**

### **TREASURER'S REPORT**

#### BALTIMORE YEARLY MEETING OF FRIENDS

October 2018 Interim Meeting

BYM Treasurer's Report

This interim Treasurer's report as of 30 September consists of two financial reports extracted from our accounting software. First is a balance sheet, called a statement of financial position or "SFP". While the Balance Sheet is of course unaudited and a number of minor adjustments will be necessary before the year-end audit, I think the Balance Sheet gives a good view of how BYM finished the third quarter.

The two columns compare 30 September 2017 with 30 September 2008. Line 5 shows that Cash and Cash Equivalents are up \$93K over 2017, which largely reflects that the General Secretary and the Trustees moved \$143K of cash from Morgan Stanley to the Operating Account in February 2018 and to a lesser extent an improved surplus in the Camps. Line 6 shows that the meetings are about \$12K behind 2017 in apportionment payments, not a

major shortfall on a \$500,000 total. Line 11 shows that total Current Assets are up \$73K. Line 14 shows Long-Term Investments are about \$14K higher than in 2017, even after the transfer of \$143K to the Operating Account. The Liabilities start at Line 18, and the line I particularly note is Line 26, Friendly Loans. The balance of Friendly Loans is \$70K below last year, reflecting \$25K forgiven in the 4th Quarter of 2017 and another \$45K of pay-down and loan forgiveness so far in 2018. I find the Yearly Meeting's stability heartening.

Moving on to the Income Statement or "Statement of Activities", Page 1 has all the Operating activities. Here we again compare 30 September 2018 with that date in 2017, separated by the 2018 Budget adopted in October and November 2017. Line 5 shows that Apportionments paid declined by \$17K so far in 2018. Line 10 shows that unrestricted Contributions increased by \$27K.

Focusing on the Camps, Line 14 shows that Attendance Fees (mostly but not entirely from the Camps) declined by less than \$10K even after deducting the \$37K in fees shown in Line 15 for paying down Friendly Loans. With all summer Camp expenses now entered, Margo calculates that the Camps have a surplus so far of \$85K plus the \$37K that paid down Friendly Loans. Of course, BYM does not allocate overhead to the Camps and there will be another three months of year-round personnel costs, so that is not a final calculation.

Moving down to Line 42 shows that Operating Expenses through the first nine months dropped by over \$300K, which is more than accounted for by our having spent nothing so far from the Operating Fund for Property and Equipment. Most of the other expense lines are roughly the same as last year.

Turning to Page 2, Line 51 shows we have spent a net of less than \$1K on Property & Equipment in 2018, and Line 53 shows that the 9-month net surplus in unrestricted funds, both Operating and Long-Term, was \$100K. Starting at Line 55, the Donor-Restricted Funds show income about \$2K less than 2017, while Line 62 shows a reduction in expenditures of \$110K. So our restricted-fund activity improved by \$167K. The net surplus for all accounts this year shown on Line 66 is \$11K better than September 2017.

Tom Hill, Treasurer.

Baltimore Yearly Meeting  
Balance Sheet  
As of 9/30/2018

	A	B	C
1			
2		<b>As of 9/30/17</b>	<b><u>As of 9/30/18</u></b>
3	Assets		
4	Current Assets		
5	Cash & Cash Equivalents	135,285	228,781
6	Apportionment Receivable	153,984	167,699

	A	B	C
7	Student Loans Receivable	35,045	18,603
8	Pledges & Grants Receivable	54,285	28,050
9	Other Accounts Receivable	37,281	41,277
10	Prepaid Expenses	39,349	44,116
11	Total Current Assets	455,229	528,526
12	Long-term Assets		
13	Property & Equipment	2,723,933	2,707,764
14	Long-term Investments	1,440,846	1,471,014
15	Total Long-term Assets	4,164,779	4,178,778
16	Total Assets	4,620,008	4,707,304
17			
18	Liabilities		
19	Short-term Liabilities		
20	Accounts Payable	32,477	44,080
21	Deferred Revenue	115,370	182,081
22	Other Short-term Liabilities	40,488	43,433
23	Total Short Term Liabilities	188,335	269,594
24			
25	Long-term Liabilities		
26	Friendly Loans	340,000	269,825
27			
28	Total Liabilities	528,335	539,419
29			
30	Net Assets		
31	Beginning Net Assets		
32	Net Assets		
33	Unrestricted	293,012	306,262
34	Fixed Assets	2,723,933	2,707,764
35	Designated	500	2,936
36	Temp Restricted	628,368	686,349
37	Perm Restricted	386,646	393,772
38	Total Net Assets	4,032,458	4,097,083
39			
40	Total Beginning Net Assets	4,032,458	4,097,083
41			
42	Total Current YTD Net Income	59,215	70,802
43	Total Net Assets	4,091,673	4,167,885

	A	B	C
44			
45	Total Liabilities and Net Assets	4,620,008	4,707,304

Baltimore Yearly Meeting  
Unaudited Statement of Activities  
30 September 2018

	A	B	C	D
1				
2				
3	Description	Thru 9/30/2017	2018 Budget	Thru 9/30/2018
4	Operating Revenues			
5	Apportionment			
6	Apportionment	340,010	495,000	312,821
7	Apportionment Adjustments	0	(10,000)	0
8	Total Apportionment	340,010	485,000	312,821
9	Unrestricted Contributions			
10	Contributions	60,731	372,775	87,965
11	In Kind Contributions	773	0	365
12	Total Unrestricted Contributions	61,504	372,775	88,330
13	Attendance Fees			
14	Total Attendance Fees	994,602	1,008,200	985,068
15	Camp fees designated for loan repayment	0	37,300	37,300
16	Sales			
17	Book Sales	4,548	9,500	3,738
18	Clothing Sales	9,739	10,400	9,104
19	Other Sales	0	400	0
20	Total Sales	14,287	20,300	12,842
21				
22	Other Income			
23	Property & Vehicle Rental	8,734	20,600	9,545
24	Investment Income	8,675	6,000	27,754
25	Released Funds	119,196	163,425	123,526
26	Gain (Loss) on Sale of FA	(5,903)	7,500	0
27	Other Income	9,466	9,000	116
28	Total Other Income	140,167	206,525	160,940
29				
30	Total Operating Revenues	1,550,570	2,130,100	1,597,300

	A	B	C	D
31				
32	Operating Expenses			
33	Administrative	318,830	577,200	362,356
34	Annual Session	80,196	101,500	62,754
35	All Other YM Program	41,232	51,900	47,180
36	Combined Camp	860,737	1,085,700	864,954
37	Committee	9,682	20,400	6,071
38	Development	80,543	145,600	78,665
39	Youth Programs	37,853	62,100	40,931
40	Outreach & Inclusion	43,221	82,700	34,936
41	Property & Equipment Purchased from Operating	331,344	3,000	0
42	Total Expenses	1,803,638	2,130,100	1,497,846
43				
44	<b>Net Operating Activity</b>	(253,068)	0	99,455
45				
46	Property & Equipment			
47	Net Assets Released From Restriction	240,559	130,596	66,852
48	Timber Sales & Other Designated Income	0	0	0
49	Property & Equipment Purchased from Operating	331,344	0	0
50	Less Depreciation Expense	(63,235)	0	(66,278)
51	Net Change in Prop. & Equip.	508,668	130,596	574
52				
53	<b>Total of Operating and Prop. &amp; Equip.</b>	255,600	130,596	100,029
54				
55	Restricted Transactions			
56	Restricted Contributions	55,639	329,000	96,391
57	Interest & Dividends on Restricted Funds	20,241	0	19,790
58	Unrealized Gain (Loss)	71,032	0	44,655
59	Realized Gain (Loss)	16,359	0	314
60	Total restricted income	163,270	329,000	161,150
61				
62	Expenditures to meet restrictions	300,680	233,000	190,377
63				
64	<b>Net Restricted Activity</b>	(196,485)	96,000	(29,227)
65				
66	<b>BYM Income Over (Under) Expenses</b>	59,115	226,596	70,802

# INTERIM MEETING

## THIRD MONTH 23, 2019

### ANNAPOLIS FRIENDS MEETING

**12019-01** *Opening.* Baltimore Yearly Meeting's Interim Meeting gathered on 3/23/2019 at the Annapolis Friends Meeting House in Annapolis, Maryland. A list of affiliations of people present is attached.

We held the family and circle of Susie Fetter (Gunpowder) in the Light; Susie passed away on 3/21/2019.

Martha Baer (Annapolis) welcomed and oriented us. Martha noted the recent gift of a Zimbabwean statue to the Meeting and the Meeting's seven-year-old solar panels, now supporting seven vehicle charging stations. The Meeting's traditional 13-bean soup continues to be available; a non-traditional Parachutes For The Planet program has been started.

Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, provided a brief Yearly Meeting update; a written "Report on Change Groups" is attached. Marcy mentioned a *Friends Journal* article by Debbie Churchman (Washington) on peacekeeping efforts at a political rally, Change Group training sessions held both in person and online, and the work of Patti Nesbitt (Sandy Spring) in New Zealand and Australia.

**12019-02** *Faith and Practice Committee report.* Davis Balderston (Alexandria), Faith and Practice Committee Co-Clerk, reported; the written report is attached. Davis thanked Wayne Finegar (Sandy Spring), Associate General Secretary, for help with the Committee's work. Helen Tasker (Frederick), Faith and Practice Committee Co-Clerk, mentioned the Committee's decision to change the 2013 draft Faith and Practice's title to The 2013 Resource for Faith and Practice, reflecting minuted decisions made by the Yearly Meeting in 2013 and 2017; an introduction is to be included to make the status of the document clear. In revising Faith and Practice, the Committee plans to first address the topic of marriage. Folks with insights on Faith and Practice can contact committee members Davis Balderston (Alexandria), Helen Tasker (Frederick), Sarah Bur (Homewood), Diane Bowden (Richmond), or Arthur David Olson (Takoma Park).

**12019-03** *Religious Education Committee report.* Ellen Arginteanu (Richmond), Religious Education Committee Clerk, reported. Ellen briefly described the Quaker Religious Education Collaborative (QREC); the collaborative seeks to enrich religious education, in part as a way to help local Meetings attract and serve families. At Religious Education Committee's recommendation, we **APPROVED** naming a Yearly Meeting representative to the Quaker Religious Education Collaborative; as with other Yearly Meeting representatives, the QREC representative would be eligible for financial support from the Yearly Meeting for travel. At Religious Education Committee's recommendation, we **APPROVED** making an annual Yearly Meeting contribution of \$200 to the Quaker Religious Education Collaborative, starting in 2020. We directed our Manual of Procedure Committee to add material on the QREC representative to the manual. We encouraged Religious Education

Committee to suggest a name or names for QREC representative to Nominating Committee.

Ellen noted that a curriculum developed under the leadership of Windy Cooler (Sandy Spring) and Marsha Holliday (Washington) is now available online. The Committee hopes to make virtual “lesson boxes” available online. The Committee, now of two, would welcome additional members.

**12019-04** *Peace and Social Concerns Committee report.* Phil Caroom (Annapolis), Peace and Social Concerns Committee Clerk, reported. Phil announced a 4/6/2019 networking day to be held at Sidwell Friends School in Washington, DC.

Lauren Brownlee (Bethesda) reported on work of the Working Group on Refugees, Immigrants, and Sanctuary.

Phil reported on the work of the Back From the Brink group seeking to reduce the risk of nuclear war.

Victor Thuronyi (Adelphi) reported on end-of-life legislation in Maryland; an amended version being considered limits its effectiveness.

Mackenzie Morgan (Adelphi), on behalf of the Working Group on Civil and Human Rights of Transgender and Non-Binary People, presented a “Letter on Trump’s proposed policy on transgender people in the military;” a copy of the letter is attached. Mackenzie noted that the military is the largest employer of transgender people and that the military’s employment practices influence those of society at large. We heard a suggestion that the first sentence of the letter might be strengthened and clarified. We **APPROVED** this: we endorsed our Working Group on Civil and Human Rights of Transgender and Non-Binary People’s “Letter on Trump’s proposed policy on transgender people in the military,” changing a reference to “Religious Society of Quakers (Friends)” to “Religious Society of Friends (Quakers),” and adding the sentence “While the peace testimony calls us to protest violent military action, the equality testimony calls to acknowledge that of God in all soldiers and in all transgender persons.”

Phil Caroom mentioned that Peace and Social Concerns has agreed to have a working group exploring establishing a Maryland equivalent of the Friends Committee on National Legislation; such an equivalent might be exclusively Quaker or might be interfaith; other equivalents might be considered for other Baltimore Yearly Meeting states and districts. We accepted our Peace and Social Concerns Committee having under its care a working group exploring establishing a Maryland equivalent of the Friends Committee on National Legislation. We asked Peace and Social Concerns Committee to bring a working group charge to our next Interim Meeting.

**12019-05** *Travel minute.* Jolee Robinson (Adelphi), on behalf of our Intervisitation Working Group, presented a travel minute from Adelphi Friends Meeting for Jolee; a copy of the travel minute is attached. Jolee briefly outlined travel plans. We **APPROVED** this: we

endorsed Adelphi Friends Meeting's 3/10/2019 travel minute for Jolee Robinson.

**12019-06** *Unity With Nature Committee report.* We saw slides and videos soliciting one-or-two minute nature videos for "Ten Steps to Nature" being started by our Unity With Nature Committee. Karie Firoozmond (Baltimore, Stony Run), on behalf of Unity With Nature Committee, described the Committee's hope to make use of the videos at our upcoming Annual Session; details of the project are to appear in the Interchange.

**12019-07** *Nominating Committee report.* Deborah Haines (Alexandria), Nominating Committee Co-Clerk, reported. At the Committee's recommendation, on this first and only reading, we **APPROVED** this: we named these people to serve the Yearly Meeting: Bethanie Bruninga Socolar (Annapolis), American Friends Service Committee Corporation through 2021; Meg Meyer (Baltimore, Stony Run), Friends House Retirement Community Board, through 2022.

**12019-08** *Naming Committee.* Dave French (Menallen), on behalf of Naming Committee, reported. At the Committee's recommendation, on this first and only reading we **APPROVED** this: we named Anne Bacon (Hopewell Centre) to serve on Search Committee through 2021.

**12019-09** *Trustees report.* Ned Stowe (Sandy Spring), General Secretary, reported. Ned asked us to hold a survivor of rape and abuse at Friends Community School twenty years ago in the Light. Greg Tobin (Frederick), Trustees Co-Clerk, reported; the written version of the Trustees' report is attached. We heard a desire to hold all those involved in the lawsuit reported on by Trustees in the Light.

**12019-10** *General Secretary's report.* Ned Stowe (Sandy Spring), General Secretary, reported; the written report is attached. Ned noted that Ann Venable is staying on as Development Director through the end of 4/2019. A Friendly Adult Presence training session for those working with Young Friends and Junior Young Friends has been scheduled for 9/8/2019, most likely at Sandy Spring. We minuted our appreciation for Ned's work, calm demeanor, focused attention, and skill in capturing Friends' insights in sensitive words.

**12019-11** *Growing Diverse Leadership Committee, and Strengthening Transformative Relationships In Diverse Environments (STRIDE) program.* Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, presented a document on the Strengthening Transformative Relationships In Diverse Environments (STRIDE) program and needed discernment regarding the program; the document is attached. Marcy noted that grant funding of the program will be exhausted this year; developing a way forward has been complicated by the program's current loose connections with Yearly Meeting committees.

Sarah Dean (Adelphi), Anna Goodman (Sandy Spring), Maria Adamson (Opequon), Hannah Brown (Shiloh), Jamie DeMarco (Homewood), and Rosie Eck (Homewood), STRIDE Group Clerks, Co-Clerks, and participants, showed slides describing the STRIDE program; a STRIDE overview document is attached. The program covers four cities, with a core group in each; each core group establishes fund-raising and camper-retention goals.

The program hopes to foster not only camp attendance but also leadership by eliminating barriers to participation. Training of camp staff on diversity and inclusion is provided. Jamie noted that the STRIDE program has raised about \$45,000 toward camp expenses. The current focus of the STRIDE program is on increasing participation by people of color on a path toward ownership and leadership. We heard a sense that other areas of diversity (such as religious diversity) might be addressed.

Peirce Hammond (Bethesda), Ad Hoc Growing Diverse Leadership Committee Clerk, presented a proposed charge for a standing Growing Diverse Leadership Committee with the STRIDE Working Group under its care; the written charge is attached. We heard a sense that this change in structure would bring more Yearly Meeting attention to the STRIDE program. We heard a desire for the charge to be clearer on the role of the Committee in the employment of a coordinator. We **APPROVED** making the Ad Hoc Growing Diverse Leadership Committee a standing committee. We **APPROVED** the proposed charge for the standing Growing Diverse Leadership Committee.

Marcy presented a STRIDE Coordinator job description; the job description is attached. Marcy presented budget figures for the position (attached); it would be grant funded in 2019, starting as 25% time, then becoming full time; it would be full time thereafter. We heard a question about why we needed to go from 25% to full-time; we heard a sense from a Working Group member that while a 25% position would help the group with its work, a full-time position would allow for a substantive, transformative program. We heard from Karen Cunyngnam (Annapolis), Stewardship and Finance Committee Clerk, that it is considering whether to keep the apportionment rate constant at about 25% or allowing it to increase to fund increased Yearly Meeting programs, staffing, and expenses. There is not yet a plan for covering the increased expense of a new position; there is both a sense that a way to cover the expense can be found and a sense that doing so will be a challenge, even though we may have the capacity to raise additional funds to make our vision real. We were reminded that we raised a large amount of money for toilets.

We heard appreciation for Dyresha Harris and Dyresha's work as a volunteer and as Outreach and Inclusion Coordinator, the foundation on which the STRIDE groups have built.

We **APPROVED** establishing a STRIDE Coordinator position, to be 25%-time through 8/31/2019 and full-time thereafter. We **APPROVED** the proposed full-time STRIDE Coordinator job description.

**12019-12** *Supervisory Committee annual report.* Ramona Buck (Patapsco), Supervisory Committee Co-Clerk, presented the Committee's annual report; the written report is attached. The Committee has had success in having a distant member take part in its meetings electronically.

**12019-13** *Development Director.* Ned Stowe (Sandy Spring), General Secretary, reported that Mary Braun (Patuxent) has been hired as our new Development Director.

**12019-14** *Comptroller and Bookkeeping Assistant job descriptions.* Ned Stowe (Sandy

Spring), General Secretary, reported on a change to staffing in the Yearly Meeting accounting office; the change, and position descriptions for our Comptroller and Bookkeeping Assistant, are attached. The change would not increase Yearly Meeting expenses.

**I2019-15 Development Committee report.** Liz Hofmeister (Bethesda), Development Committee Clerk, reported; the written report is attached. While we did not meet our fund-raising goal, we did increase total donations by about 25% from 2017 to 2018, with an increase in unrestricted donations from about \$90,000 to about \$250,000, but with a drop in camp property capital donations from about \$82,000 to about \$67,000 (about half the goal). We heard of factors (delays in mailings, stock market drops) that reduced year-end donations.

**I2019-16 Unaudited 2018 financial report.** Tom Hill (Charlottesville) presented an unaudited 2018 financial report; the report is attached. Tom noted that with write-downs of receivables approved by Trustees, our unaudited net 2018 surplus is now about \$10,000; changes may occur when the audit is done. Unrestricted reserves are close to the 25% of operating budget goal. Tom senses we are in a good, solid position to go forward. We accepted the report.

**I2019-17 Naming Committee.** We **APPROVED** Dave French (Menallen) and Nic Tideman (Blacksburg) to serve on Naming Committee.

**I2019-18 Closing.** We heard, improved, and **APPROVED** these minutes. We adjourned, to gather next on 6/15/2019 hosted by Friends Meeting of Washington in Washington, DC, or at the call of the Clerk of Interim Meeting.

Marcy Baker Seitel, presiding

Arthur David Olson, recording

## **ATTACHMENT I2019-01**

### **FRIENDS IN ATTENDANCE**

Affiliations of people at 3/23/2019 Interim Meeting: Adelphi; Alexandria; Annapolis; Baltimore, Stony Run; Bethesda; Charlottesville; Deer Creek; Dunnings Creek; Eastland; Floyd; Frederick; Gettysburg; Goose Creek; Gunpowder; Herndon; Homewood; Langley Hill; Menallen; Opequon; Patapsco; Richmond; Sandy Spring; Shiloh; Takoma Park; Valley; Washington; York.

## **ATTACHMENT I2019-01**

### **CHANGE GROUPS REPORT**

#### **Report on Change Groups to Spring 2019 Interim Meeting**

Just three weeks ago the Working Group on Racism (WGR) and the *ad hoc* Growing Diverse Leadership (GDL) Committee completed their initial training for BYM Change Groups. WGR and GDL have been encouraging BYM local Meetings to form “Change Groups” of Friends committed to working to reduce racial barriers within their Meetings.

Dr. Amanda Kemp from Lancaster Friends Meeting led a team of four facilitators for two

full days of training. Thirty-six Friends attended the January training, which focused on white fragility and how to have a conversation about race that plants a seed in the other participant. The session ended early because of concerns about icy roads as temperatures dropped. A ZOOM call in February was used to cover the last part of the January curriculum. It focused mostly on how best to hold someone to account.

The early March training focused on how white supremacy culture affects both us individually and our Meetings, Time was also devoted to learning about the Implicit Association Test and how to recognize and mitigate implicit bias. We ended with developing individual action plans.

Thirty-six of us participated in the January training and 24 were on the February ZOOM call. Thirty of us took part in the March training. A total of 44 different BYM Friends took part in at least one portion of the training. Sixteen attended all three sessions. We are aware of ten BYM local Meetings that currently have Change Groups.

A Google Group has been formed for sharing information and experiences. Friends have also been encouraged to organize weekly buddy calls with a couple of other participants for both accountability and sharing. There will be an opportunity for Change Group members to share their experiences at a “Connecting Local Meetings” workshop during Annual Sessions this August.

## **ATTACHMENT I2019-02**

### **FAITH AND PRACTICE COMMITTEE REPORT**

#### **Faith and Practice (F&P) Committee Presentation at Interim Meeting, March 23, 2019**

##### **Background**

At 2013 Annual Session, Friends considered an extensive revision to the approved 1988 Faith and Practice. Friends were not in unity to adopt the 2013 draft, citing concerns about substance and process. Minutes expressed the intention to use the 2013 draft as a resource for future discernment in the revision of the 1988 Faith and Practice (Y2013-56 and 57).

By 2016, it was recognized that the charge of the Faith and Practice Revision Committee was unclear, so that it was difficult to find members to serve on the Committee. At Tenth Month 2016 Interim Meeting, an ad hoc Faith and Practice Process Clarification Committee was established to offer changes to the Manual of Procedure and provide more detailed guidance to the Faith and Practice Revision Committee on how to approach its work.

“Advice and Guidance for Faith and Practice Committee” prepared by the ad hoc Committee was presented at 2017 Annual Sessions and is attached to the Minutes (Attachment Y2017-19). At 2018 Annual Session, five members were appointed to a new Faith and Practice Committee that took the place of the previous Faith and Practice Revision Committee.

### **Implementing the Advice and Guidance of the Ad Hoc Committee**

The five members of the Faith and Practice Committee first met at Tenth Month 2018 Interim Meeting and have had monthly conference calls since then. An important part of our early work has been to understand and discuss the advice and guidance provided by the ad hoc committee. The Advice and Guidance of the ad hoc committee suggested that the F&P committee could

- consider the 2013 Faith and Practice as a resource;
- propose changes, additions or deletions to the 1988 Faith and Practice in sections, showing how they differ from the approved *1988 Faith and Practice*;
- identify and focus first on sections of Faith and Practice that are out-of-date, no longer reflecting current practices, or are unclear or incomplete;
- establish points of contact with groups that may season and propose changes to *Faith and Practice*;
- engage in ongoing dialog with all BYM groups about faith and practice and *Faith and Practice*.

### **Early Standing Committee Work**

As a brand new committee, with brand new members, we have needed to work out how BYM committees do business, and Wayne Finegar (Associate General Secretary) has been very helpful to us as we try to figure that out.

We also realize that because this is a standing committee, we are not being asked to revise the entire document, but to bring changes to the body of the yearly meeting periodically. We intend to update our progress to you through interim and Annual session, the Interchange, and other means. We will occasionally ask for approval of certain sections bringing them to Interim Meeting for first reading and Annual Session for second reading. When a portion of the 2013 Resource or other suggested language is deemed by us to be ready for inclusion in the current *Faith and Practice*, we will bring it to the body.

One early committee task has been to make the *1988 Faith and Practice* and the 2013 Draft more widely available. BYM does not now have printed copies of either document available for sale, and we are working with Wayne to have copies printed. Electronic versions of the 1988 and the 2013 documents can now be downloaded from the BYM website.

Over the last several months, we have devoted considerable time to studying the *1988 Faith and Practice* and the 2013 draft to better understand what each document contains, and how they compare to each other. Together, the two documents total well over four hundred pages.

As noted previously, the ad hoc committee strongly encouraged us to reach out to all parts of BYM as we revise *Faith and Practice*. Our Manual of Procedure entry says that the Faith and Practice Committee is expected to be in close communication with other committees, particularly the Ministry and Pastoral Care Committee. We hope that our presentation today can be a first step in building close communication with other BYM committees. We plan to have regular communication via the *Interchange* and an interest group at Annual

Session.

### **Title Change**

For the sake of clarity and to be consistent with our decision in 2013, we suggest that the 2013 draft be re-titled: “The 2013 Resource for Faith and Practice” so as to distinguish it from the *1988 Faith and Practice*.

## **ATTACHMENT I2019-04**

### **WORKING GROUP ON CIVIL AND HUMAN RIGHTS OF TRANSGENDER AND NON-BINARY PEOPLE PROPOSED LETTER TO THE EDITOR**

Letter on Trump’s proposed policy on transgender people in the military

To the editor:

The Trump administration’s recently announced policy on transgender people in the military is cruel and discriminatory. We oppose it as we oppose all discrimination against transgender people.

Quakers are one of the historic peace churches. From 1660 onwards, Friends have upheld the Peace Testimony, refusing to fight with outward weapons. At the same time, we support the human rights of people in the military. Further, we know that the human resources policy of the military has historically set a precedent for civilian employers and we reject a precedent that encourages discrimination.

We therefore call upon the President and Congress to reject this anti-transgender policy and to act to protect the civil and human rights of all transgender Americans, within the military and outside of it.

This recent policy requires transgender people to live “in their biological sex” (i.e. their anatomical sex at birth) in order to be permitted to serve in the military. It allows military personnel to be diagnosed with gender dysphoria, but then does not allow them to receive the relevant treatment that some of them may need for their dysphoria. Transgender people who have transitioned already will be forbidden from enlisting in the military. Furthermore, anyone who had been diagnosed with gender dysphoria must have been living “in their biological sex” for three years before being allowed to enlist.

This policy runs counter to prevailing and respected medical, scientific, psychological, and therapeutic treatment norms and also discriminates against those transgender people who have already transitioned. It forces people who are now generally classified as having gender dysphoria to choose between receiving the appropriate medical or counseling treatment, if needed or desired, and keeping their jobs. It also denies fundamental medical or counseling care to transgender service members and thus makes them second class citizens.

This policy discriminates against transgender people who seek to enlist and harms transgender people already in the military. In both cases, it also sets a dangerous precedent for civilian employers. We oppose it and ask you to join us.

Baltimore Yearly Meeting of the Religious Society of (Quakers) Friends  
(Transgender Rights Working Group)

---

## ATTACHMENT I2019-04

### WORKING GROUP ON CIVIL AND HUMAN RIGHTS OF TRANSGENDER AND NON-BINARY PEOPLE BACKGROUND INFORMATION

For Friends unfamiliar with transgender concerns and discrimination:

#### Definitions

**Transgender:** having an innate sense of gender different from that assigned at birth

**Cisgender:** having an innate sense of gender the same as that assigned at birth

**Transition:** any of: using a new set of name/pronouns, changing clothing styles, changing appearance, etc.

**Gender dysphoria:** “a distressed state arising from conflict between a person's gender identity and the sex the person has or was identified as having at birth.” Often exacerbated by being called by the wrong name or pronouns and by having to dress and present oneself as the wrong gender.

#### Legal protections

- Gender identity is legally protected (for employment, housing, etc.) in only 21 states, DC, Guam, and Puerto Rico.
- In 2012, the EEOC ruled that discrimination on gender identity counts as sex discrimination in violation of Title VII of the Civil Rights Act.
- In 2014, an Executive Order added “gender identity” to list of protected statuses for federal employment (both as an employee and as a contractor). The DOJ directed courts to interpret discrimination on gender identity as a type of sex discrimination.
- In 2017, those 2014 changes **were revoked**. The President announced he would seek to ban transgender service members from the military.

#### The Ban

- Adds “gender dysphoria” to the list of pre-existing conditions disqualifying service.
- After April 12, personnel can be fired if they are diagnosed with gender dysphoria or begin transition.
- Everyone else (new recruits and undiagnosed current service members) must have lived for the last 3 years as their sex assigned at birth with no dysphoria.

#### Concerns

- Due to other forms of discrimination faced by transgender people (e.g. lack of family support, leading to lack of access to education), transgender people are more than twice as likely to join the military as cisgender people are<sup>1</sup>.
- The military is the largest employer of transgender individuals. There may be 15,500 active duty transgender personnel<sup>1</sup>.
- It is estimated that **13,700** transgender individuals could **lose their jobs**<sup>2</sup> due to this ban.
- The federal government’s behavior sets expectations for private sector. This could be reasonably expected to result in increased discrimination in private industry.
- The unemployment rate among transgender people is 15%—three times higher than the general population<sup>1</sup>.

---

1 <https://www.washingtonpost.com/news/posteverything/wp/2017/07/28/president-trumps-trans-military-ban-is-far-more-cruel-than-you-realize/>

2 <https://www.advocate.com/transgender/2019/1/23/defense-dept-about-fire-more-13700-trans-people>

**ATTACHMENT I2019-05**

**TRAVEL MINUTE FOR JOLEE ROBINSON**

**Adelphi Monthly Meeting**

**of the Religious Society of Friends**

2303 Metzertott Rd.  
Adelphi, Maryland 20783  
(301) 445-1114

---

Dear Friends,

Greetings from Adelphi Monthly Meeting and Baltimore Yearly Meeting of the Religious Society of Friends.

Jolee Robinson, a beloved member of our Meeting, has opened to us her leading to travel among Friends, listening attentively to others and bearing faithful and honest witness to her deeply held spiritual understandings. Her leading is to share in fellowship and worship with Quakers from other branches of the Religious Society of Friends.

Among her countless acts of service to our Meeting over many years, Jolee currently serves on the Ministry & Worship Committee. Jolee's broad experiences within the Religious Society of Friends include extensive travel. She has served on the Baltimore Yearly Meeting Working Group on Intervisitation and, since 2010, has visited FUM Triennials, USFWI Triennials, Wilmington Yearly Meeting, Indiana Yearly Meeting, North Carolina Yearly Meeting, Evangelical Friends Church Eastern Region Yearly Meeting, and 11 monthly meetings in Cuba.

Our Meeting unites with Jolee's leading. We are fortunate to share with other Quakers through Jolee. We know you will find her filled with the blessings of joy and good humor, intelligence, experience and thoughtfulness. We commend Jolee to your care and hospitality.

Approved and minuted at our meeting for business held on the 10th of Third Month, 2019.



Paul Jolly, Clerk  
Adelphi Friends Meeting  
Adelphi, Maryland

## **ATTACHMENT I2019-09**

### **TRUSTEES REPORT**

Statement to Interim Meeting  
Regarding the Lawsuit  
BYM Trustees  
03/10/19

Baltimore Yearly Meeting has been named as a co-defendant in a lawsuit concerning alleged events that occurred in Virginia between a teacher and a student from a Friends school in Maryland from 1998-2001. The suit alleges that BYM staff, officers, and directors knew of the situation, had the authority to intervene, and failed to act to stop it from happening.

Based on a thorough review of BYM records and interviews with many former staff, officers and directors from that time, Trustees have found no evidence that anyone in an official capacity at BYM had any knowledge of the alleged events at the time. Further, BYM had no operational control or authority over this or any other independently incorporated and independently governed Friends school in the BYM region.

Since last August, the BYM General Secretary and Associate General Secretary, on behalf of Trustees, have been working with our attorney and insurance company to have all claims against BYM dismissed.

## **ATTACHMENT I2019-10**

### **GENERAL SECRETARY'S REPORT**

**General Secretary's Report to Interim Meeting**  
**3/23/19**

Since our last Interim Meeting Tenth Month 2018. . . my top priorities have been:

- 1) To respond to the complaint and prepare BYM's defense in the aforementioned lawsuit.
- 2) To support the transition to new leadership at Opequon Quaker Camp.
- 3) To advance planning and development for both the interim and long-term support of the STRIDE program.
- 4) To hire a new Development Director.
- 5) To support raising funds to meet a very challenging 2018 fundraising goal.
- 6) To support the much-needed upgrading of bathroom facilities at Opequon Quaker Camp.
- 7) To manage our expenses to live within our means.

What have we achieved?

- 1) I believe BYM now has a strong case for dismissal from the lawsuit and a strong defense, should the lawsuit go to trial. Many thanks go to Associate General Secretary Wayne Finegar for expert legal guidance and support in this process. He put

his law degree to good use on behalf of the Yearly Meeting.

- 2) Camping Program Manager Jane Megginson and I worked together with the Camping Program and Supervisory Committees to accomplish a very challenging, but successful transition in leadership at Opequon. Sean Hickey was named the new director in January, and he has very quickly and ably jumped into his new role.
- 3) The outcome of past months of work with the STRIDE Working Group, the Camping Program, Growing Diverse Leadership, and the Supervisory Committees to develop plans for interim and long-term support of the STRIDE program will be the focus of the next presentations. I am happy that this body of work, the results of months of discernment and struggle, is now in the Yearly Meeting's loving care for prayerful discernment.
- 4) I am pleased to announce that Mary Braun has accepted our offer to become the next BYM Development Director. Mary is a member of Patuxent Friends Meeting. Since 2012, she has served as Executive Director of the Shenandoah Discovery Museum in Winchester, VA, where she has led successful annual fund drives, endowment, and capital campaigns and fundraising events. She is very much looking forward to getting to know you and continuing to advance our development work. She will start work on May 6. Many thanks go to our outgoing Development Director Ann Venable for staying on to support a smooth transition and to continue our fundraising activities. This concludes many months of search with members of the Development Committee. I thank them for their dedication and support.
- 5) As you will hear later, we had a very successful fundraising year. Thanks to all of you who contributed, to the Development Committee, and especially to Ann Venable who orchestrated and led the way to one of our best fundraising years ever – despite facing some difficult headwinds in the final months.
- 6) With the leadership of Camp Property Manager David Hunter and the Camp Property Management Committee, a new portable shower unit is now being constructed in Pittsburgh for installation at Opequon. The old bathhouses are being renovated to make more room for campers. If or when we leave the current Opequon site, we can take the shower house with us or sell it.
- 7) Tom Hill will report shortly on how well we did living within our budgetary means in 2018.

In the meantime, the staff and I continue to devote attention to the seasonal cycle of annual activities that support BYM's many missions and activities.

- 1) Comptroller Margo Lehman closed out the books on 2018, prepared financial reports, prepared the first draft of the 2020 budget, and prepared the way for our annual audit, which begins next month.
- 2) Camp enrollment opened in January. There is still plenty of room for more campers this summer. Family camp weekends will start soon – to introduce new campers and families to the camps and to help get the camps ready for summer. The Camping Program and Camp Property Management Committees need more members and volunteers. Please think about how you can help out.
- 3) Youth Programs Manager Jossie Dowling has produced a number of successful Young Friends and Junior Young Friends weekend conferences. More Friendly

Adult Presences are needed to support these vital and popular BYM programs. Youth Programs Committee is planning a training for August.

- 4) The 2020 budget preparation has been underway since November with the Camping Program and Camp Property Management Committees and more recently with the Youth Programs, GDL/STRIDE, and Supervisory Committees. Margo has compiled the first draft for Stewardship and Finance Committee to begin working on.
- 5) This is the time of year when various committees review BYM's operations from the previous year, assess incidents and risks, and discern how best to manage BYM's risk exposure moving forward. This involves my working with staff, Trustees, Camping Program and Camp Property Committees, camp directors, and our insurance company to better manage our risks. Our insurance renews on June 1.
- 6) This is also the time of year when we need to be sure that our vehicle fleet is serviced, old cabins are replaced, buildings are repaired, and grounds are restored before summer camp. This keeps David Hunter and our two camp caretakers Jesse Miller and Mike Reed quite busy.
- 7) Ann has just launched our "50 campers in 50 days campaign" to raise funds to support camp scholarships. Please see your email for ways you can help. We have already raised enough for three scholarships.
- 8) Throughout this all, Administrative Assistant Laura Butler has been working steadfastly to bring our membership databases up to date, so that all Friends can receive our communications throughout the year.

## **ATTACHMENT I2019-11**

### **DISCERNMENT ON STRIDE PROGRAM**

#### **Discernment about BYM's STRIDE program**

Dear BYM Friends,

At last the preparation has been completed so that we as a Yearly Meeting can discern our way forward with BYM's STRIDE program. As you will see, there are budget considerations, a staff job description, and a change in the committee support given to STRIDE. Yes, a lot of good work has been done. Some main things to know about STRIDE are given later in this letter, after the decisions we need to make are described.

As most of you know, STRIDE is a program that was started nearly ten years ago, and then expanded and made stronger in 2015 with the application for and receiving of a substantial grant from the Shoemaker Fund. The grant covered the cost of a fulltime staff person, the Outreach and Inclusion Coordinator, whose job was to guide and mentor the many volunteers part of this program. While there were various difficulties that came up in the implementation and administration of this program, the program itself has been very successful. Our BYM camps are more diverse, and they are places where equity, diversity, and inclusion are intentionally practiced; campers are prepared for camp, and the camps have been made welcoming for the campers. These are real accomplishments, and it took a lot of work to make them happen. Making real diversity happen is not easy – we have reason to celebrate.

The grant money has not yet been fully used, but will be used by the end of 2019. Because of the difficulties implementing and administering this program, those involved in the STRIDE program have worked this year (since September) without a staff person, and have found it to be very difficult – really, too difficult. Some of the STRIDE programs are now weaker than before, and those that are strong have required a level of dedication from the volunteers that is not sustainable. For the program to continue, it needs a staff person.

The question before BYM at Interim Meeting on March 23 is: Do we, as a Yearly Meeting, want to fund the staff person and other expenses related to the STRIDE program to keep the program going starting in 2020 and beyond?

Usually this kind of question does not come up for standing programs. It comes up now because BYM has not yet made the STRIDE program part of the regular budget. That is the change that is being proposed now. It will be an increase in the budget that will be covered by income and possibly other funds, but not by an increase in apportionment.

A budget is attached, which includes the proposed STRIDE Coordinator and the expenses of preparing and transporting the campers to camp. Also attached is a job description for the STRIDE Coordinator.

Giving this program the committee support it needs within BYM has not been straightforward, but now there is a plan. Please keep reading! We are in the intricacies of how BYM gives a program support that is necessary and that is sustainable. And it seems we have found a way to do that.

Originally the program was put under the care of a working group that was under the care of the Camping Program Committee, but this did not work out because the committee felt it had too many other tasks to do given the size of its committee. The ad hoc Growing Diverse Leadership Committee then offered to be the home committee for the STRIDE Working Group, which contains the STRIDE program, but because there is a staff person involved, it seemed right for the committee to change its status from ad hoc to being a standing committee.

The charge for a new Growing Diverse Leadership Committee is attached.

With a supporting committee, a staff person, and a budget, the STRIDE program would now be well supported.

Funding the STRIDE Coordinator: For 2019, the plan is to have an Interim STRIDE Coordinator who will work quarter-time for 24 weeks. This will get the program through the spring and summer. Then, in September or October, the permanent position of STRIDE Coordinator would begin. **The funds for the staff work in 2019 will be covered by remaining funds from the Shoemaker grant.** The budget will be increased BUT the funds needed to cover the increase will be released from funds we already have.

The 2020 will be the first year that BYM would need to stretch its capacity to cover the STRIDE program. This means that the permanent position should really be started only if

we are in unity that the Yearly Meeting intends to cover the cost of the STRIDE Coordinator and program expenses for 2020.

There has been great enthusiasm for the STRIDE program within BYM. It is a unique program for us. Here some things I think is important to know as we prepare to discern our way forward with the STRIDE program:

- We have a goal of diversifying our Yearly Meeting, and the STRIDE program is successfully bringing diversity to our camps.
- Those who work in STRIDE are part of the camping program and were once themselves campers. This group felt led to make changes they thought were needed in the camps, and they have been willing to develop a vision and put in the work to make the program successful.
- Campers are encouraged to return to camp year after year. This means that there are real relationships being built between the campers and the camps. There is a goal of having STRIDE campers go all the way through the program and then become counselors when they are old enough.
- The STRIDE program raises funds to cover most of the camp tuition (families are asked to pay a small amount if they can) and also prepare the campers by building relationships with campers' families, providing needed gear, taking prospective campers on a practice hike, and in other ways thoroughly preparing them for camp
- The STRIDE program supports diversity training for camp staff members who in turn work with all the campers – by making the camps welcoming for STRIDE campers, the program makes the camps more welcoming for everyone. All our campers are more knowledgeable about the basics of maintaining an equitable, diverse, and inclusive camp.
- The STRIDE program is the only BYM program that works directly with communities who are not only communities of color but are also underserved in our cities.
- The STRIDE program is well organized with a written out description of the “cycle” of activities that it follows. This was developed by our original Outreach and Inclusion Coordinator, and has served the STRIDE Core Groups well.
- There are STRIDE Core Groups in four cities now – Philadelphia, Baltimore, Washington, and Charlottesville. There is hope that a group in Richmond and/or Frederick might be added in the near future.
- The young adults who do the actual work of the STRIDE Core Groups have a place to use their Quaker skills in organizing, using Friends decision making processes, creating peaceful settings for others, having meaningful discussions about important topics, and more. They also receive mentoring to grow in these skills, and in turn, mentor campers and new STRIDE members. The program meets its mission in many ways.

Some concerns—it is important to consider these and the implications of them

- Is this the most cost effective way to implement a diversity program? While this has been asked, no one has brought forward a more cost effective program.
- How can we afford this? One problem with this question is that BYM promised to continue the work after the Shoemaker grant was finished. We started the

STRIDE program with no end date – the grant was to be used for the first three years of the program, and then the program was to continue. We said we would find the money. The people participating in the program became involved in what they thought was a standing program of the YM.

- How can we afford this? This is what we need to discern.

As the Clerk of Interim Meeting, my task is to discern with you the way that BYM is led to move forward in a wide variety of things. The STRIDE group seems to be more confusing than other topics that have come forward, in part because the program is not well known to everyone. Please read the information that is provided with this letter and look online for even more information. STRIDE is on the list of BYM Committees on the BYM website.

Being knowledgeable about STRIDE will help us discern our way forward with the STRIDE program at Interim Meeting on March 23. What is the Spirit leading us to do?

In gratitude for our work and for our community,

Marcy Baker Seitel  
Clerk of Interim Meeting

## **ATTACHMENT I2019-11**

### **OVERVIEW OF THE STRIDE PROGRAM**

#### **STRIDE Overview**

STRIDE (Strengthening Transformative Relationships in Diverse Environments) is a program within BYM that works to break down barriers to access that youth of color experience in attending BYM Quaker camps and build communities of genuine diversity.

By actively including and elevating youth of color, we hope to create an environment at camp that is transformative for **all** participants.

STRIDE operates in four cities with four independent Core Groups. STRIDE also relies on the dedication of volunteers and local meetings. Each group follows the same annual cycle of events, pictured below.

## Annual Cycle of Events



## ATTACHMENT I2019-11

### PROPOSAL TO CREATE GROWING DIVERSE LEADERSHIP COMMITTEE AS STANDING COMMITTEE

#### Growing Diverse Leadership Committee

The Growing Diverse Leadership Committee is a standing committee that consists of ten people. It includes four nominated by the Nominating Committee and appointed by the Yearly Meeting, a person appointed by the Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group, a person appointed by the Camping Program Committee, a person appointed by the Working Group on Racism, and a person appointed by the Young Adult Friends Special Group, plus the following, ex officio : the Presiding Clerk of the Yearly Meeting, and the Clerk of Interim Meeting. The work of the Committee connects with these other committees of the Yearly Meeting, and therefore encourages open communication with them:

Advancement and Outreach, Indian Affairs, Ministry and Pastoral Care, Peace and Social Concerns, and also the Civil and Human Rights of Transgender and Non-Binary People Working Group.

The Committee discerns ways that the Yearly Meeting's committees, local meetings, and staff can welcome and encourage participation and leadership among all Friends. There is a focus on cooperating to promote equity, outreach, inclusion, friendship, and wholeness to all persons in order to build an anti-racism, multi-cultural faith community. This includes

the encouragement and sustained participation of younger Friends and development of their leadership skills and experiences throughout BYM.

The Committee advises the General Secretary on employment of the STRIDE Program Coordinator. The Program Coordinator works with the STRIDE Working Group. The Committee guides, nurtures, and supports the Coordinator and serves as the home committee for the Coordinator.

The Committee provides workshops, facilitates discussions, and brings resources at the Annual Session, Interim Meeting, Quarterly or local Meetings, and other times to help the Yearly Meeting reach the goals of this program.

The Committee works with the Working Group on Racism on the development and support of Change Groups in local Meetings. These Change Groups focus on lowering barriers that people may experience to full participation in the Meetings, and on everyone's work against racism. The Committee will help local Meetings track their progress in becoming an anti-racism, multicultural and multi-aged faith community, and help local Meetings to share experiences and information with others within the Yearly Meeting.

The committee coordinates the efforts of Yearly Meeting Committees and Working Groups as they seek to address issues of equity, diversity, inclusion, and wholeness in their committee life and work.

The Committee supports the young adults within BYM, through the Young Adult Friends Special Group and STRIDE, as well as individual young adults. This may include helping to support retreats and also encourage connections between younger adults seeking knowledge about life skills with older adults who have experience using these skills.

The Growing Diverse Leadership Committee is aware of and keeps track of how the Yearly Meeting is growing and changing so that it can continue to offer meaningful programs to an evolving institution.

There is a STRIDE Working Group which are under the care of the Committee. It is comprised of Core Groups, one for each of four cities within the area which the Yearly Meeting serves. They are composed of young adults and work to extend the camping program to people of diverse backgrounds who might not otherwise find it or participate in it.

## **ATTACHMENT I2019-11**

### **STRIDE COORDINATOR JOB DESCRIPTION**

#### **BALTIMORE YEARLY MEETING JOB DESCRIPTION**

##### **STRIDE Coordinator**

03/07/19

**Reports To:** General Secretary  
**FLSA Status:** Full time, salaried, exempt  
**Approved By:** ad hoc Growing Diverse Leadership Committee

**Approved By:** Supervisory Committee, pending

## **INTRODUCTION**

Baltimore Yearly Meeting (BYM) is a worshipping community, gathered in the presence of the Divine, affirming that of God in every person. BYM knits Friends from the Chesapeake to the Appalachians into the larger Religious Society of Friends (Quakers). As Quakers, we seek to know and follow God's will for us as a gathered people, to speak the Truth that is revealed to us, and to listen to the Truth that is revealed to others.

The BYM Camping Program is a faith-based program carried out in community in wilderness settings. BYM operates four summer camps in Maryland and Virginia providing a summer camping experience for some 550-600 youth, ages nine to 17.

The STRIDE Program (Strengthening Transformative Relationships In Diverse Environments) is a volunteer-based program, composed primarily of young adults who have been involved in the BYM camping program and who live in urban communities across the Mid-Atlantic. The program works to actively live out the Quaker values of community and equity by increasing the attendance, participation, ownership, and leadership of people from underrepresented backgrounds at every stage of the BYM camping program. STRIDE Core Groups, organized by city, carry out the work of the program. To date, Core Groups have been active in Philadelphia, Baltimore, Washington, DC, and Charlottesville. Together, these Core Groups constitute the STRIDE Working Group.

As a program of BYM, the STRIDE Program is under the care of the Growing Diverse Leadership Committee (GDLC), which promotes equity, diversity, inclusion, friendship, and wholeness throughout the Yearly Meeting in order to build an anti-racist, multicultural faith community. As part of that work, GDLC supports the STRIDE Program and the STRIDE Coordinator and helps connect that work to the wider BYM community and build support for it. STRIDE Core Group volunteers identify and recruit prospective campers and camper families, develop ongoing relationships with them, and represent the camps to the campers' families, who are not always able to go to the camps and see the program for themselves. They provide information to families so that families can learn about camp and can make informed decisions about their child's participation in the program.

The program encourages STRIDE campers to return year after year, building a long-term relationship with other campers and with the camping program. When they reach the right age, they are encouraged to apply to be camp counselors and staff.

The program provides diversity training and ongoing support to the each of BYM's camps to help make the camps more inclusive and welcoming for STRIDE campers and staff. The program provides a variety of supports and seeks feedback on how to help each STRIDE camper succeed and have fun. This means everyone who is part of BYM camps experiences a stronger community—one where everyone gets to practice and live out skills of equity, diversity, inclusion, and community.

To achieve these goals, STRIDE Core Group volunteers, with the support of the STRIDE

Coordinator:

- Recruit, transport, outfit, and provide funding for people who would not otherwise have access to camp, including campers of color and from lower socioeconomic background, to participate in our camping programs
- Provide in-depth orientation and relationship-building opportunities to potential camper families, including a practice hike with discussion of camp culture and dealing with difference
- Solicit and assist qualified applicants from under-represented groups to apply for staff positions within the camping program
- Conduct or coordinate professional development training for camp staff and volunteers as well as regular evaluations of program policies to ensure these are conducive to creating a diverse and inclusive environment
- Recruit young adults to volunteer in STRIDE Core Groups
- Provide STRIDE volunteers with connection and orientation to BYM and Friends' faith and practice
- Serve as a conduit between BYM Camping Program and the greater community of youth camps by researching and sharing best practices on diversity and inclusion.
- Coordinate all efforts with current camp staff, alumni, camper families, and other volunteers

**JOB SUMMARY:**

The STRIDE Coordinator engages in the ministry of helping BYM become a diverse community and live into the Quaker testimony of equality. The Coordinator reports to the General Secretary, who holds primary responsibility for guiding the work of the Coordinator. The Coordinator serves under the care of the Growing Diverse Leadership Committee, which supports and provides vision, clearness, and guidance for the Coordinator and the STRIDE Program. The Coordinator works closely with the Camp Program Manager to assure a seamless connection between the camping program and the STRIDE program. The Coordinator may work with other BYM committees and staff to increase awareness around issues of equity, diversity and inclusion. The Coordinator is an ex officio member of each local STRIDE Core Group and the Camping Program Committee (CPC).

**DUTIES & RESPONSIBILITIES:**

- Support STRIDE Core Groups in carrying out its annual cycle of events
- Foster STRIDE Core Group member's organizational, philosophical and spiritual growth
  - Recruit new STRIDE Core Group members as needed
  - Plan and host orientations for new STRIDE Core Group members
  - Provide mission continuity as membership changes
  - Facilitate reflection and discussion on topics of equity, diversity and inclusion
- Build organizational relationships between STRIDE Core Groups, local organizations, and local Friends Meetings
- Support the continued inclusivity of camps
  - Visit camps during summer sessions to provide and/or coordinate training and give feedback on camp's climate of inclusivity ("Diversity Audit")
  - Assist with diversity-related staff development at all levels of camp staff
  - Work with Camp Program Manager and Camp Directors to support diversity trainings for staff and volunteers

- Assist in breaking down barriers to recruitment and retention of STRIDE alumni and other camp staff applicants
- Program development, evaluation, and reporting
  - Research and share best diversity practices between BYM camps
  - With the Camp Program Manager, develop feedback and evaluation methods
  - Record, maintain, and analyze data related to program
  - Meet regularly with the Growing Diverse Leadership Committee and meet at least annually with the STRIDE Working Group.
  - Report regularly to the Yearly Meeting.
- Work with the BYM Development Director, local STRIDE groups, and local Friends Meetings to raise funds to support the Program.
- Build relationships between STRIDE and other BYM programs and committees, as well as local Meetings, through speaking and leading occasional workshops
- Prepares and manages the STRIDE program budget
- Perform other duties as assigned

**REQUIRED OR PREFERRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Excellent communication and coordination skills
- Experience in workshop facilitation on topics of equity, diversity and inclusion
- Knowledge and experience of the BYM Camping Program, and/or residential camps in general
- Experience working with children and young adults in multicultural environments
- Experience in networking and community building
- Experience working with youth and families of diverse backgrounds, including people of color
- Experience working with groups and volunteers
- Experience with the Religious Society of Friends (Quaker) worship, processes, and decision-making practices
- Willing and able to visit rustic camps and at times stay overnight and be able to attend BYM Annual Session in early August
- Willing and able to work many evenings and weekends.
- Familiar with Microsoft Office, (especially Word and Excel)
- Frequent travel by automobile is required within the Mid-Atlantic
- Experience in fundraising and/or grant writing
- Experience in event planning
- Experience in program evaluation
- Ability to or interest in driving van/bus
- A background check conducted by BYM is required

**SALARY AND BENEFITS:** Baltimore Yearly Meeting endeavors to provide salaries and benefits in line with those of other non-profit positions in the Washington metropolitan area. The salary for this position is commensurate with qualifications and experience. Benefits include health, dental and vision coverage; long-term disability insurance; term life insurance; eleven paid holidays; annual, personal, medical, maternity/paternity and adoption, and sabbatical leaves; and retirement contributions.

**NON-DISCRIMINATION:** Baltimore Yearly Meeting, as a spiritual community, seeks to welcome all in participation of programs and in employment. The Yearly Meeting is an equal opportunity employer and does not discriminate in hiring based on race, gender,

sexual orientation, disability, marital status, age, or national origin.

**PHYSICAL DEMANDS:** The physical demands described in the duties and responsibilities are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Evening meetings and weekend work is required.

**WORK ENVIRONMENT:** Baltimore Yearly Meeting has a relatively small staff and depends heavily upon volunteers and committee members to accomplish its work. Staff members are expected to work cooperatively with volunteers and committee members.

The BYM office building and grounds are smoke, drug, alcohol and weapon free.

This document describes the position currently available. It is not an employment contract. Baltimore Yearly Meeting reserves the right to modify job duties or job descriptions at any time.

## ATTACHMENT I2019-11

### PROPOSED CHANGE TO 2019 BUDGET REGARDING STRIDE

STRIDE BUDGET DRAFT 03/15/19	ACTUAL 2018	BUDGET 2019	BUDGET 2020
	25 campers	25 campers	30 campers
<b>Sources of funds</b>			
Shoemaker Fund grant	\$ 34,682	\$ 37,055	\$ -
From BYM operating budget	\$ -	\$ -	\$ 86,450
Other income	\$ 374	\$ -	\$ -
Camp training (CPC budget)	\$ 1,500	\$ -	\$ -
<b>TOTAL</b>	\$ 36,556	\$ 37,055	\$ 86,450
<b>Expense</b>			
Staff Interim STRIDE Coordinator (24 weeks)	\$ -	\$ 5,020	\$ -
Staff STRIDE (OIC) Coordinator salary	\$ 23,993	\$ 17,333	\$ 52,000
Staff benefits	\$ 2,806	\$ 4,000	\$ 12,000
Staff retirement	\$ 1,196	\$ 1,341	\$ 3,000
Staff taxes	\$ 1,830	\$ 1,861	\$ 3,850
Camp EDI training	\$ 1,500	\$ 2,000	\$ 2,000
Camper Transportation	\$ 1,192	\$ 2,000	\$ 2,400
Camper Gear	\$ 182	\$ 1,000	\$ 1,200
STRIDE Coordinator training	\$ -	\$ -	\$ 2,000
STRIDE Coordinator transportation	\$ 1,824	\$ 1,000	\$ 4,000
Administrative and office expenses	\$ 2,091	\$ 1,500	\$ 4,000
<b>TOTAL STRIDE PROGRAM EXPENSE (NOT INCLUDING STRIDE CAMPER FEES)</b>	\$ 36,614	\$ 37,055	\$ 86,450
Over/under	\$ (58)	\$ -	\$ -
Shoemaker Fund grant balance @ 12/31/18 - actual =	\$ 42,002		
Projected Shoemaker Fund grant balance @ 12/31/19 - budget =		\$ 4,947	
<b>STRIDE CAMPER FEES (NOT FROM SHOEMAKER)</b>	<b>ACTUAL 2018</b>	<b>BUDGET 2019</b>	<b>BUDGET 2020</b>
	25 campers	25 campers	30 campers
STRIDE camper fees (@ # campers x \$1550/camper)	\$ 30,312	\$ 38,750	\$ 46,500
<b>WHERE DO CAMPER FEES COME FROM?</b>			
1. Contributions to the camp diversity fund			
2. Community foundation grants			
3. STRIDE family contributions			
4. STRIDE fundraising events			

**ATTACHMENT I2019-12**  
**SUPERVISORY COMMITTEE ANNUAL REPORT**  
**SEE COMMITTEE REPORTS, PAGE 197**

**ATTACHMENT I2019-14**  
**PROPOSED STAFFING CHANGES**

**Proposal to Change Staffing in the BYM Accounting Office**  
**Submitted to Interim Meeting by the General Secretary 03/23/19**

BYM needs to fill the part-time Bookkeeping Assistant position as soon as possible to support the timely production of financial reports and information for BYM decision-making. The position has been unfilled since May 2018 when Emily Morgan resigned. Given the timing of Emily's departure and Margo's work and annual leave schedules, we staff decided not to fill the bookkeeping position for the remainder of 2018. However, this is not a sustainable situation for the long term. The 2019 personnel budget provides \$11,192 for a part-time (0.25 Full-time Equivalent (FTE)), hourly, non-exempt bookkeeping position.

However, before attempting to fill this position, Margo Lehman (Comptroller) and I reviewed the future needs of the accounting office and Margo's future career plans. We observed that much of the bookkeeping that Margo is now doing could be done at less cost by a bookkeeping assistant. Further, Margo would like to reduce her hours beginning in 2020 so that she can devote more time to other interests.

We also identified some additional long-term goals for the accounting office. We seek 1) to provide financial information in a more timely way to support BYM decision-making and management, 2) to make our accounting systems more efficient and seamless across program areas, and 3) to strengthen BYM's business continuity capacity in ways that allow staff to take earned annual leave and sick leave with minimal disruption to other operations.

With these goals in mind, we have developed this plan and the attached revised position descriptions for the Comptroller and the Bookkeeping Assistant. The plan is to hire as soon as possible a part-time, salaried Bookkeeping Assistant who will work an average of 22 hours per week (0.63 FTE). The attached Bookkeeping Assistant position description would take effect immediately. Margo would continue to work full time during 2019 while the new person is trained and oriented. Then, no later than January 1, 2020, Margo would reduce her work hours to 0.5 FTE. The attached Comptroller position description would take effect at this time. During 2019, we will work to achieve additional efficiencies in our operations as well.

This plan is being brought to Interim Meeting for approval because it will have an impact on the 2019 budget. During the training period in which Margo will be working full time and the Bookkeeping Assistant will be working approximately 0.6 FTE, the cost of BYM's accounting services will increase by an estimated \$10,000 to \$15,000 over what is currently budgeted for the two positions in 2019. (It depends on when a new bookkeeper can start work and what benefits they elect.) By 2020, however, after Margo cuts back her

hours to half-time, we expect the salary and benefit cost of our accounting services to drop back down to at or below the current 2019 budgeted expense. We do not expect this change to increase the costs of BYM's accounting services over the long-term.

## **ATTACHMENT I2019-14**

### **COMPTROLLER JOB DESCRIPTION**

#### **Baltimore Yearly Meeting Draft Position Description**

**Job Title:** Comptroller  
**Reports To:** General Secretary  
**Status:** Part-time (0.5 FTE), Salaried, Exempt  
**Approved By:**  
**Approved Date:**

**Summary:** The Comptroller is responsible for maintaining the financial records of Baltimore Yearly Meeting (BYM), compiling and analyzing the annual budget, and supporting the financial information and management needs of the Yearly Meeting. The Comptroller supports the Treasurer and Clerk of Stewardship & Finance directly and provides information as needed to other committees. The Comptroller understands the financial needs and functions of BYM operations, and serves as a first point of contact for information on budget, funds and investments, accounting and apportionment practices. The Comptroller prepares the Yearly Meeting's accounts for regularly scheduled audits and reviews. The Comptroller consults with the independent accountant concerning compliance with generally accepted accounting principles for nonprofit organizations and, in consultation with others as appropriate, implements the recommendations required.

The Comptroller supervises the work of the part-time Bookkeeping Assistant.

#### **Bookkeeping Supervision Duties:**

- Supervises the Bookkeeping Assistant.
- Maintains chart of accounts and files.
- Reviews deposit documents for accuracy prior to posting by the bookkeeper.
- Produces cash flow projections with data supplied by the bookkeeper.
- Reviews invoices for approval and accuracy prior to posting and payment.
- Reconciles all bank and investment statements.
- Trains camp bookkeepers to maintain accounting systems and reviews camp finances.
- Performs several internal audits throughout the year to assure accuracy in all accounts.
- Maintains fixed asset records and calculates monthly depreciation amounts.
- Maintains records of investments; records interest, dividends, and unrealized gains and losses.
- Makes corrections to net assets and maintains a record of net asset changes.
- Prepares and sends quarterly financial reports to the Treasurer and other officers and staff.
- Provides extensive support to the auditor in preparing material for the annual audit.
- Fills in for the Bookkeeping Assistant as needed during absences.

#### **Banking Duties:**

- Maintains online banking system; checks balances frequently; downloads and prints bank statements; and responds to notifications from the bank.
- Records checks approved and signed to the *Positive Pay* system.
- Sets up transfers between accounts for approval by the Treasurer or General Secretary.
- Obtains list of remote deposits and codes them for entry into the accounting system.
- Fills out paperwork for the bank line of credit annually.

**Human Resources Duties:**

- Reviews payroll tax filings made by third party payroll processor and maintains records.
- Reviews and sends out W-2s created by third party payroll processor.
- Makes corrections to payroll as needed and supplies information to staff how to obtain copies of W-2s and check stubs via online payroll system.
- Provides instruction on use of the timesheet and reviews timesheets as needed.
- Maintains records of leave used, earned and accrued for year round staff.
- Fills out annual paperwork to comply with ACA.
- Maintains records on amounts paid to independent contractors as well as W-9s and certificates of insurance. Prepares and sends 1099s and a 1096 as appropriate to independent contractors by the dues dates as prescribed by the IRS.
- Has a working knowledge of labor law or researches labor questions using online sources, third party payroll service and the Department of Labor.

**Annual Budget Duties:**

- Supports annual budget development process.
- Supplies program staff and committees with financial data to assist in budget development. Confers with staff and committee members as needed to work out budget questions.
- Calculates annual salary and benefit changes to support the budget development process.
- Produces draft personnel and administrative budgets for review by the General Secretary, Supervisory and Stewardship & Finance committees.
- Compiles budget based on information supplied by programs and committees.
- Maintains the annual apportionment calculating spreadsheet.
- Working with Stewardship & Finance, supports all aspects of the annual apportionment process.
- Attends Apportionment Meetings. Provides preliminary budget information for those meetings.
- Attends all Budget Subcommittee meetings and provides budget analysis when requested.
- Supports the development of the capital budget with the Camp Property Manager, the General Secretary and Supervisory Committee.
- Provides basic notes for both the Operating Budget and the Capital Budget for consideration by the Stewardship & Finance and Trustees.

**Other Duties:**

- Supports the Treasurer; provides reports on cash flow, invoices for approval, and updates on income and expenses. Provides financial statements and notes for Treasurer's reports.

- Works with the auditor, General Secretary, Treasurer and others to implement internal controls.
- Works with Development Director and Administrative Manager to maintain PCI compliance for credit card acceptance.
- Works with Development Director to assure that all fund raising campaigns meet the Yearly Meeting's existing gift acceptance policy.
- Tracks restricted funds for Trustees and provides other financial information for Trustees.
- Reports to the Educational Grants Committee as to the status of individual loans and reconciles loan spreadsheet with balances in the accounting system monthly.
- Attends Annual Session; maintains petty cash; reviews credit card acceptance process and receipts; reconciles bookstore and registrar cash transactions; maintains records of income received and disbursements made on site.
- Supplies specialized reports and analysis as needed for staff or committees.
- Maintain handbook of procedures for the Comptroller position.
- Other duties as assigned.

**Qualifications:** To perform this job successfully the individual should be well versed in nonprofit accounting, computers, especially accounting systems, word processing, and Excel spreadsheets. S/he should have full charge bookkeeping experience through trial balance and audit which includes cash management responsibilities. The individual must have working knowledge of Generally Accepted Accounting Principles as well as commonly accepted payroll practices and regulations. S/he must have some familiarity with lending practices and procedures.

Knowledge of Quaker faith and practice and business process is important. The Bookkeeper must be able to work independently, be self-motivated and able to hand multiple tasks and possess good verbal and written communication skills. Requires some evening and weekend work and occasional travel to BYM camps and local meetings.

**Salary and Benefits:** BYM endeavors to provide salaries and benefits in line with those of other similar positions in the not-for-profit sector in the Washington, D.C. metropolitan area. The salary is commensurate with qualifications and experience. Benefits include health and dental coverage; long-term disability insurance; term life insurance; eleven paid holidays; annual, personal, medical, maternity/paternity and adoption, and sabbatical leaves; retirement contribution.

**Non-Discrimination:** BYM is an equal opportunity employer and does not discriminate in hiring based on race, gender, sexual orientation, gender identity, disability, marital status, age, or national origin.

**Physical Demands:** Candidates must be able to drive. Weekend and overnight travel is required. The physical demands of the position described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Work Environment:** BYM has a relatively small staff and depends heavily upon volunteers and committee members to accomplish its work. Staff members are expected to work coopera-

tively with volunteers and committee members.

The BYM office building and grounds are smoke, drug, alcohol and weapon free.

This document describes the position currently available. It is not an employment contract. Baltimore Yearly Meeting reserves the right to modify job duties or job descriptions at any time.

## **ATTACHMENT I2019-14**

### **BOOKKEEPING ASSISTANT JOB DESCRIPTION**

#### **Baltimore Yearly Meeting Position Description Bookkeeping Assistant**

**Reports To:** Comptroller  
**FLSA Status:** Part-time (0.63 FTE), Salaried, Exempt  
**Approved By:** Supervisory Committee 02/02/19  
**Approved by Interim Committee:**

**SUMMARY:** The Bookkeeping Assistant is responsible for helping to maintain BYM's accounts and cash with accuracy and timeliness in support of the Comptroller. In addition that person is responsible for providing bookkeeping and administrative assistance as needed to the Camping Program and Property Managers.

The estimated time needed per week will average 22 hours (0.63 FTE).

#### **DUTIES AND RESPONSIBILITIES**

##### **Accounts Payable**

- Record coded bills into the accounting software weekly. Some regular bills will be coded by the Assistant, some by the system. Other bills are coded by the Comptroller or program staff
- Produce checks for payment of bills weekly
- Prepare bills to be mailed once the checks are signed
- File paid bills with check stubs at least every other week
- Create A/P folders for paid bills annually
- Produce A/P batch reports for approval by the Comptroller and Treasurer
- Record ACH disbursements from operating account

##### **Cash Receipts**

- Code and record bank deposits into the accounting software. Some coding will be done by the Comptroller, at least monthly, possibly weekly.
- Record apportionment payments and loan payments into the accounts receivable module of the accounting software
- Record receipts from online payments systems into the accounting software, coded by either the Assistant or the Comptroller
- Create CR folders by month
- Produce CR batch reports for Comptroller's approval
- Reconcile contributions data with Development Director

### **Camping Program and Property**

- Administer camp property rentals, including follow up with renters to assure proper documents are filed and payments made in a timely fashion.
- Record disbursements from the Camp Property Manager, Camp Caretakers and Camping Program Manager accounts on a monthly basis.
- Record camper payments
- Assist in training camp bookkeepers
- Reconcile camp vendor receipts to vendor payments on credit card statements
- Transfer bookkeeping data from summer camps to accounting software

### **Other Bookkeeping and Administrative**

- Create journal entries
- Set up and maintain permanent files
- Maintain business record archives
- Maintain student loan files
- Maintain Friendly loan files

**QUALIFICATIONS:** The Bookkeeping Assistant must be able to work with minimal oversight and guidance. To perform this job successfully, they must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Previous bookkeeping experience and training preferred.
- Competency with Excel and Word software
- Experience using various databases
- Good interpersonal and written communication skills
- Ability to work with people of diverse backgrounds and ages
- Excellent organizational skills, ability to multi-task

### **REQUIREMENTS**

- A background check conducted by BYM is required for employment
- Ability to learn Abila MIP Fund Accounting software as it is used in this position
- Ability to learn Abila Fundraising database and Camp Brain software as it is used in this position

**SALARY AND BENEFITS:** BYM endeavors to provide salaries and benefits in line with those of other non-profit organizations in the Washington metropolitan area. The salary for this position is commensurate with qualifications and experience. Benefits include health, dental, and vision coverage; long-term disability insurance; term life insurance; eleven paid holidays; annual, personal, medical, maternity/paternity and adoption, and sabbatical leaves; retirement contribution.

**NON-DISCRIMINATION:** BYM, as a spiritual community, welcomes all to participate in its programs and in employment. BYM is an equal opportunity employer and does not discriminate in hiring based on race, gender, sexual orientation, disability, marital status, age, or national origin.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those

that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

**WORK ENVIRONMENT:** BYM has a relatively small staff and depends heavily upon volunteers and committee members to accomplish its work. All staff members are expected to work cooperatively with volunteers and committee members.

The BYM office building and grounds are smoke, drug, alcohol and weapon free.

This document describes the position currently available. It is not an employment contract. Baltimore Yearly Meeting reserves the right to modify job duties or job descriptions at any time.

## ATTACHMENT I2019-15 DEVELOPMENT REPORT

### 2019 March Interim Meeting Development Report Annapolis Friends Meeting March 23, 2018



Development: *The purpose of an effective development program is to enable the Organization to realize its full potential and its highest destiny-on behalf of all the people it serves and aspires to serve in the future. Kent Dove*

#### Year-End Fundraising Summary

<b>Fund</b>	<b>2018</b>		<b>2017</b>	
	<b>Donors</b>	<b>Total</b>	<b>Donors</b>	<b>Total</b>
Annual Session	29	\$2,221.25	28	\$3,083.75
Barry Morley Scholarship	23	\$3,806.00	27	\$6,580.00
Camp Property Capital	82	\$66,615.52	125	\$82,055.66
Camp Property Operating	1	\$280.00	3	\$370.00
Camping Program	213	\$71,926.09	165	\$33,686.00
Diversity	97	\$55,711.27	110	\$36,980.50
Educational Grants Fund	0	\$0.00	1	\$1,654.00
General Fund	227	\$249,993.05	232	\$89,367.62
Gifts in Kind	14	\$10,245.26	12	\$21,950.05
Indian Affairs	0	\$00.00	1	\$200.00
Shoemaker Fund	0	\$00.00	1	\$75,000.00
Spiritual Formation	20	\$2,518.00	15	\$710.00
Sue Thomas Turner	2	\$250.00	1	\$600.00
Women's Retreat	64	\$5,025.39	30	\$1,639.59
Youth Programs	30	\$10,725.00	9	\$5,590.00
	<b>598</b>	<b>\$479,316.83</b>	<b>615</b>	<b>\$360,102.17</b>

- Gifts: \$479,316.83 (24.9% increase from 2018)
- Pledge Payments: \$25,980.00 (Not included in 2018 gift total)
- Donors: 598
- Goal: \$710,000.00 (we raised 68%)
- Critical gifts feel short of the goal to support:
  - Camp Property Capital
  - Youth Programs
- Planned Gifts:
  - Received \$52,004.18 in estate gifts in 2018
  - 4 additional planned gift commitments
- Committee \$50,000 Matching Gift Solicitation Update: We met the match!
  - Number of BYM Committee Members: 267
  - Number who made gifts during the match period (November 15, 2018-December 31, 2018): 110
  - Number who made their first gift ever to BYM during the match period: 11
  - Number who made a gift anytime during 2018: 129 (48%)
  - Number who have ever made a gift to BYM: 179

2019 Contributions expected to meet budget-

- Goal: \$632,000.00

Current Funds Raised

- As of 3/15/2018: \$34,996.49 (5.5% of goal)

**POINT TO PONDER:**

*Fundraising is proclaiming what we believe in such a way that we offer other people an opportunity to participate with us in our vision and mission. Fundraising is precisely the opposite of begging. When we seek to raise funds we are not saying, "Please, could you help us out because lately it's been hard." Rather, we are declaring, "We have a vision that is amazing and exciting. We are inviting you to invest yourself through the resources that God has given you"... Henri Nouwen*

**Will the vision for BYM in 2019 be fully funded?**

Respectfully submitted, Ann Venable, BYM Development Director

## ATTACHMENT I2019-16

### FISCAL YEAR 2018 TREASURER'S REPORT

#### TREASURER'S REPORT TO MARCH INTERIM MEETING

23 March 2019

Annapolis Friends Meeting

From Treasurer Tom Hill, Charlottesville Monthly Meeting

My report today encompasses three parts, this narrative, the unaudited 2018 annual Statement of Activities (which I call the "Income Statement"), and the unaudited 31 December 2018 Statement of Financial Position (which I call the "Balance Sheet"). Margo Lehman, BYM's Comptroller, and I have used the same format as BYM used in 2018 for the 2017 financials.

Again this year the **Income Statement** compares 2017 actual, the 2018 approved budget, and the 2018 actual results in several broad categories. Page 1 at **Line 40** shows that our unrestricted funds other than for property & equipment had a net surplus of \$155,000. Adding the net deficit of \$28,000 in Property & Equipment [**Line 45**] then results in an overall operating surplus \$127,000 [**Line 47**].

BYM missed its budget in several ways in 2018. **Line 7** shows we missed our budget for unrestricted contributions by \$28,000. **Line 24** shows that other income fell short of budget by \$47,000. However, BYM Staff and committees spent much less than budgeted in 2018. **Line 38** shows total operating expenses fell \$318,000 below the 2018 budget. I always prefer that BYM run a surplus, but when we spend less than budgeted, it sometimes means we did not engage enough Friends in the Yearly Meeting's ministries or start some of the projects that we had hoped. Some of the savings in 2018 expenses were the result of the BYM Camps' deferring some projects, which is entirely appropriate when income is down. All our committees and staff will need to review their separate 2018 results in coming months and determine whether they should adjust their 2019 or 2020 budgets to accomplish work not done in 2018. If Friends decide we need to do more, then Development Committee will need to consider how to fund that work.

On Page 2 the Income Statement reflects results for our restricted funds. On a cash-plus-pledges basis, our restricted funds had a net deficit of (-\$22,000) in 2018, but under accrual accounting, we also have to mark down the market value of our investments by \$64,000 [**Line 53**], so our net restricted deficit in 2018 was (-\$86,000) [**Line 59**]. The 2018 net restricted activity was much worse than budgeted. **Line 50** on page 2 shows that restricted contributions fell \$203,000 below budget. While restricted expenditures on **Line 57** also fell below budget, by \$36,000, the overall result for restricted funds is \$219,000 below budget (**Line 59**).

This unaudited Income Statement shows a "bottom line" 2018 surplus [**Line 61**] of almost \$41,000. However, I do not think the audited 2018 financials will show a BYM overall surplus that high. In particular, on 16 March I will ask the Trustees to increase the 31

December 2018 allowance for uncollectible receivables to \$50,000 to recognize that two particular accounts receivable were not worth the value reflected on our books. One receivable Margo and I will recommend that the Trustees discount is the \$40,000 due from Friends School of Hartford (“FSH”) under the 2010 settlement of the New Jersey litigation over the Emily Bayless Graham estate. Trustees and FSH negotiated an amended agreement in 2015, and FSH was making interest payments about on time until BYM received the June 2018 letter announcing that FSH would suspend operations during the 2018-2019 school year. We do not yet know the outcome of the FSH planning process, but I do not anticipate we will ultimately realize as much as \$40,000 under the settlement agreements. The second receivable I will suggest Trustees write down is for a vehicle sold to BYM last summer for which the seller could never deliver clear title. All efforts to recoup our money from the fraudulent seller have proved fruitless. If the Trustees agree, the allowance for uncollectible receivables on **Line 10** of the Balance Sheet would be increased by \$31,518 to \$50,000. So the net 2018 BYM surplus would drop to \$9,363.

Let's look a little closer at the Balance Sheet as of 31 December 2018. BYM follows Generally-Accepted Accounting Principles (“GAAP”) in assembling our interim and audited financials. As I have reminded you folks before, GAAP requires BYM to carefully track our donors' gift conditions by recording assets and liabilities in separate funds. And in each of those funds—Unrestricted, Temporarily-Restricted, and Permanently Restricted—GAAP requires BYM to follow accrual, not cash, accounting. So BYM must value assets like investments, pledges and accounts receivable at their end-of-year fair value. This process mostly explains why the value on **Line 15** of longterm investments we hold in Friends Fiduciary Corporation and Morgan Stanley Wealth Management fell by \$175,000 during 2018.

Another notable balance-sheet item on **Line 28** is Friendly Loans to complete the funding of the construction of the Catoctin Bathhouse. Line 28 reflects that during 2018, BYM paid down \$12,000 of the principal and had two Friendly Lenders forgive \$35,000 of loans. In fact in January another Friendly Lender forgave another loan of just over \$20,000. I find the continuing generosity of BYM Friends encouraging. A related assets on **Line 35** is the “designated” \$37,000 of campers' fee income that Camping Program Committee set aside to pay down the Catoctin Friendly Loans.

It appears that the Balance Sheet confirms the Income Statement's conclusion of steady finances during 2018. But the numbers present just one view of reality. You Friends know first-hand about the progress of the Yearly Meeting's ministries.

# ATTACHMENT I2019-16

## 2018 STATEMENT OF FINANCIAL POSITION

Baltimore Yearly Meeting  
Statement of Financial Position  
UNAUDITED  
As of 12/31/2018

A Statement of Financial Position		C	
As of 12/31/2018		UNAUDITED	
	As of 12/31/2017	As of 12/31/18	
3	Assets		
4	Current Assets		
5	Cash & Cash Equivalents	\$139,065	\$283,456
6	Apportionment Receivable	\$2,405	\$21,175
7	Student Loans Receivable	\$26,290	\$28,787
8	Pledges & Grants Receivable	\$51,180	\$92,999
9	Other Accounts Receivable	\$41,782	\$50,672
10	Allowance for uncollectable Receivables	\$0	(\$18,482)
11	Prepaid Expenses	\$56,590	\$55,283
12	Total Current Assets	\$317,312	\$513,890
13	Long-term Assets		
14	Property & Equipment	\$2,707,163	\$2,683,066
15	Long-term Investments	\$1,516,954	\$1,342,096
16	Total Long-term Assets	\$4,224,117	\$4,025,161
17			
18	<b>Total Assets</b>	<b>\$4,541,429</b>	<b>\$4,539,051</b>
19			
20	Liabilities		
21	Short-term Liabilities		
22	Accounts Payable	\$39,909	\$37,727
23	Deferred Revenue	\$21,555	\$28,284
24	Other Short-term Liabilities	\$67,741	\$71,433
25	Total Short Term Liabilities	\$129,205	\$137,444
26			
27	Long-term Liabilities		
28	Friendly Loans	\$315,000	\$267,953
29			
30	Total Liabilities	\$444,205	\$405,397
31			
32	Net Assets		
33	Unrestricted	\$458,311	\$533,647
34	Fixed Assets	\$2,387,852	\$2,415,113
35	Designated	\$34,463	\$37,800
36	Temp Restricted	\$749,513	\$709,341
37	Perm Restricted	\$393,066	\$396,872
38	Total Net Assets	\$4,023,205	\$4,092,773
39			
40	Total Beginning Net Assets	\$4,023,205	\$4,092,773
41			
42	Total Current YTD Net Income	\$74,019	\$40,881
43	Total Net Assets	\$4,097,224	\$4,133,654
44			
45	<b>Total Liabilities and Net Assets</b>	<b>\$4,541,429</b>	<b>\$4,539,051</b>

# ATTACHMENT I2019-16

## STATEMENT OF ACTIVITIES

Baltimore Yearly Meeting  
Unaudited Statement of Activities  
12/31/18

	A	B	C	
1	Description	Thru 12/31/17	2018 Budget	Thru
2	Operating Revenues			
3	Apportionment			
4	Apportionment Net of Adjustments	\$454,391	\$485,000	
5				
6	Unrestricted Contributions			
7	Contributions	\$129,691	\$372,775	
8	In Kind Contributions	\$21,950	\$0	
9	Total Unrestricted Contributions	\$151,641	\$372,775	
10	Attendance Fees			
11	Total Attendance Fees	\$995,688	\$1,008,200	
12	Sales			
13	Book Sales	\$4,548	\$9,500	
14	Clothing Sales	\$11,408	\$10,400	
15	Other Sales	\$0	\$400	
16	Total Sales	\$15,956	\$20,300	
17				
18	Other Income			
19	Property & Vehicle Rental	\$15,404	\$20,600	
20	Investment Income	\$27,195	\$6,000	
21	Released Funds	\$143,695	\$163,425	
22	Gain (Loss) on Sale of FA	(\$6,014)	\$7,500	
23	Other Income	\$12,775	\$9,000	
24	Total Other Income	\$193,056	\$206,525	
25				
26	Total Operating Revenues	\$1,810,732	\$2,092,800	
27				
28	Operating Expenses			
29	Administrative	\$437,710	\$577,200	
30	Annual Session	\$79,419	\$101,500	
31	All Other YM Program	\$50,793	\$51,900	
32	Combined Camp	\$976,145	\$1,085,700	
33	Committee	\$17,846	\$20,400	
34	Development	\$122,789	\$145,600	
35	Youth Programs	\$52,798	\$62,100	
36	Outreach & Inclusion	\$66,543	\$82,700	
37	Property & Equip. Purchased from Operating		\$3,000	
38	Total Expenses	\$1,804,042	\$2,130,100	
39				
40	Net Operating Activity	\$6,689	(\$37,300)	
41				
42	Property & Equipment			
43	Net Assets Released From Restriction	\$240,559	\$130,596	
44	Less Depreciation Expense	(\$87,169)	\$0	
45	Net Change in Prop. & Equip.	\$153,390	\$130,596	
46				
47	Total of Operating and Prop. & Equip.	\$160,079	\$93,296	

# INTERIM MEETING

## SIXTH MONTH 15, 2019

### FRIENDS MEETING OF WASHINGTON

**12019-19** Opening. Baltimore Yearly Meeting's Interim Meeting gathered on 6/15/2019 at the Friends Meeting of Washington meeting house in Washington, DC. We thanked those from Friends Meeting of Washington for their hospitality. Gene Throwe (Washington), Friends Meeting of Washington Clerk, welcomed and oriented us. Gene noted the hope that construction at the Meeting House would have been finished last month; it is now expected to be completed two months from now. Gene mentioned that forty to fifty children are at Meeting on First Days.

Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, provided quick Yearly Meeting updates. Marcy mentioned that paper copies of our 1988 *Faith and Practice* are for sale, and writeups for the hundredth anniversary of the Nineteenth Amendment (granting voting rights to women federally, though those rights were not enjoyed by women of color in all states) on the work of Alice Paul are available. Marcy asked for suggestions of names of folks to serve on the Yearly Meeting's Religious Education Committee. Marcy reported on letters from West Branch Monthly Meeting; the text of the short letter from the Meeting is attached. We worshipped, honoring the diversity of our Yearly Meeting. Marcy asked folks to consider being in touch with West Branch Friends.

**12019-20** *Naming Committee*. Dave French (Menallen) reported on behalf of Naming Committee. At the recommendation of the Committee, on this first and only reading, we **APPROVED** this: we named Rebecca Rawls (Langley Hill) to serve on Search Committee through 2022.

**12019-21** *Search Committee*. Rebecca Rawls (Langley Hill) reported on behalf of Search Committee. On this first and only reading, we **APPROVED** forwarding these Committee nominations to our upcoming Annual Session: Yearly Meeting Recording Clerk, Meg Boyd Meyer (Baltimore, Stony Run), through 8/2021; Treasurer, Jim Riley (Hopewell Centre), through 12/2021; Assistant Treasurer, Arthur Meyer Boyd (Baltimore, Stony Run), through 12/2021; Supervisory Committee, Josh Riley (Hopewell Centre) and Adrian Bishop (Baltimore, Stony Run), through 8/2021; Nominating Committee, Ollie Moles (Langley Hill), Deborah Haines (Alexandria), Karie Firoozmand (Baltimore, Stony Run), and Marilyn Rothstein (Gunpowder), through 8/2022.

**12019-22** *Travel minute*. Jolee Robinson (Adelphi), on behalf of the Intervisitation Working Group, requested renewal of a travel minute for Jade Eaton (Adelphi); a copy of the travel minute is attached. We **APPROVED** this: we renewed the travel minute for Jade Eaton.

**12019-23** *Program Committee*. Rebecca Rawls (Langley Hill), on behalf of Program Committee, reported; the written version of the Committee's research on "pay as led" annual

session financing is attached. Rebecca noted that new facilities at Hood College in Frederick, Maryland, will be used for upcoming Annual Session. Rebecca encouraged use of early registration, first-time attender certificates, and first-time attendance on 8/3/2019 (when fees are waived for first time attenders) as ways of keeping down the cost of attending Annual Session. Rebecca noted that the Carey Lecture will be on 8/3/2019. Rebecca highlighted a section of the Committee's report on pay-as-led programs; other Yearly Meetings using pay-as-led have basically met their expenses while enjoying increased attendance. The Committee plans to further explore this option.

**12019-24** *Peace and Social Concerns Committee*. Phil Caroom (Annapolis), Peace and Social Concerns Committee Clerk, reported. Phil noted a happy and well-attended recent networking day at Sidwell Friends School, production of an electronic Peace and Social Concerns newsletter, and Working Groups under the care of the Committee. Phil asked for information on what local Meetings are doing for youth subject to Selective Service.

Phil presented a proposal for an End of Life Working Group; the written version of the proposal is attached. We heard of available Baltimore, Stony Run documents on the topic. We heard a desire for tenderness toward those with differing view on end-of-life matters. We **CONCURRED** with establishment of an End of Life Working Group.

Phil noted two Interest Groups now under the care of Peace and Social Concerns Committee: one considering the possibility of forming a Maryland state-level analog of the Friends Committee on National Legislation (tentatively named Quaker Voice for Maryland), and one focused on the topic of reparations.

**12019-25** *Growing Diverse Leadership Committee*. Peirce Hammond (Bethesda), Growing Diverse Leadership Committee Clerk, and Jossie Dowling (Catoctin), on behalf of the Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group, reported. Peirce noted the energy of those involved in the STRIDE program. Jossie reported on the STRIDE groups' efforts to increase diversity and inclusion at Yearly Meeting camps, including work before camps to equip campers, let them know about camp culture, and arrange transportation. Jossie encouraged folks to volunteer to help with transportation. Jossie noted the generosity of the Miles White Beneficial Society in helping campers meet camp expenses.

Peirce noted a group of about 25 people focused on reparations, one subgroup focuses on education, a second focuses on logistics, and a third focuses on communications. Peirce invited folks to participate in the group.

**12019-26** *Manual of Procedure*. Donna Kolaetis (Menallen), on behalf of Manual of Procedure Committee, reported; the written version of the report is attached. We **APPROVED** Manual of Procedure Committee's recommended changes to the manual for forwarding to our upcoming Annual Session, with these changes: retaining a reference to "matters which are entrusted...by the constituent Monthly or Quarterly Meetings or by individual Friends;" retaining a paragraph on Supervisory Committee regarding youth safety policy; and correcting a reference to the 2013 Resource for Faith and Practice.

**12019-27** *Development Director*. Ned Stowe (Sandy Spring), General Secretary, introduced Mary Braun (Patuxent), the Yearly Meeting's new Development Director. Mary (briefly, in consideration of an upcoming break) thanked the Yearly Meeting staff and our Development Committee for help in learning about Yearly Meeting procedures and culture. Mary stressed the need for investing energy in the corporate body to strengthen it.

**12019-28** *Youth Program Manager's annual report*. Jossie Dowling (Catoctin), Youth Programs Manager, gave an annual report; the written version of the report is attached. Jossie noted that, title notwithstanding, the report covers 2018-2019 activity. Jossie noted that working with the best group of youth ever means "I basically just get paid to have fun." Jossie shared a video of a Junior Young Friends event at Shiloh Quaker Camp, part of Unity with Nature's Ten Steps to Nature program.

**12019-29** *Job description*. Adrian Bishop (Baltimore, Stony Run), Supervisory Committee Co-Clerk, presented a job description for a Junior Young Friends Program Assistant; the proposed job description is attached. We **APPROVED** Supervisory Committee's job description for a Junior Young Friends Program Assistant.

**12019-30** *General Secretary's report*. Ned Stowe (Sandy Spring), General Secretary, reported; the written version of the report is attached. Ned noted a busy week since preparing the written report, including a meeting with Supervisory Committee on diversity (informed by a report prepared by Clinton Pettus (Baltimore, Stony Run)); Supervisory Committee also considered matters of long-range planning and budgeting. Ned also attended Chesapeake Quarterly Meeting, then focused on the budget, preparing a report on the Yearly Meeting's diversity fund, and considering the time over which to repay bathhouse loans. Ned mentioned preparation work for the upcoming camp season, noting that there are still openings at all camps both for campers and for volunteers.

**12019-31** *Trustees report*. Greg Tobin (Frederick) and Natalie Finegar (Sandy Spring), Trustees Co-Clerks, reported; the written version of the report is attached. We heard a concern: when we refuse to talk about something, can we still say we're telling the whole truth? We heard a sense that maintaining confidentiality can be compassionate and loving in situations such as this. Marcy reported that considerable time and care have been used in dealing with the matter; there is ongoing work for our Ministry and Pastoral Care Committee and for all of us to do.

**12019-32** *Treasurer's report*. Tom Hill (Charlottesville), Treasurer, reported; the written version of the report is attached. Tom noted receipt of a draft audit for 2018; there was a roughly \$12,000 net positive for the year which Tom characterized as "basically breaking even." Tom noted that the end-of-three-month surplus for this year about \$105,000 less than for last year; this says little about what to expect for the entire year. Three-month income this year is about \$100,000 greater than last year. Tom noted the use of accrual accounting to provide the best idea of what the organization is actually worth financially.

**12019-33** *Stewardship and Finance Committee*. Karen Cunningham (Annapolis), Stewardship and Finance Committee Clerk, reported. Karen thanked the Yearly Meeting staff

for help provided to the Committee. Karen reminded us of our decision to continue the STRIDE program after grant funding ends. The Committee is considering how to more fully fund and budget for replacing equipment and buildings. The Committee is also considering how best to repay Friendly bathhouse loans, use of restricted funds, and the character of apportionment (with the hope of learning how local Meetings feel about apportionment).

**12019-34** *Development Committee*. Mary Braun (Patuxent), Development Director, reported on behalf of Development Committee. Mary noted unrestricted gifts of about \$21,000 in the first three months of this year; to meet our goal for the year, “We have some work to do.” Mary reported: receipt of about \$18,000 in grants for campers; and that a Friendly loan has been forgiven, reducing that debt by about \$20,000. Mary noted a three-legged fundraising structure: funds for our general fund; funds for capital projects; and planned giving.

**12019-35** *Right Relationship with Animals*. Margaret Fisher (Herndon), Working Group on Right Relationship with Animals Clerk, reported; the written version of the report is attached. Members of the Working Group are happy to visit and revisit local Meetings for book discussions, presentations, or worship sharing.

**12019-36** *Friends United Meeting*. Georgia Fuller (Langley Hill), Friends United Meeting (FUM) General Board member, reported; the written version of the report is attached. Georgia plans to have an interest group at our upcoming Annual Session and is prepared to visit local Meetings to talk about FUM matters. Georgia encouraged work with the United Society of Friends Women International.

**12019-37** *Growing Our Meetings Working Group*. Mackenzie Morgan (Adelphi), on behalf of Advancement and Outreach Committee, presented a proposal for a Growing Our Meetings Working Group. The Working Group would consider growing attendance, increasing the number of local Meetings, and how to achieve these ends. Mackenzie read aloud the proposed charge for the Working Group; the written version of the document including the charge is attached. We **CONCURRED** with establishment of a Growing Our Meetings Working Group.

**12019-38** *Friends General Conference planning*. Patsy Arnold Martin (Roanoke) and Tony Martin (Roanoke), Co-Clerks of the 2020 Friends General Conference (FGC) Gathering, reported. The 2020 Gathering is set for Radford, Virginia (just outside Blacksburg). The Gathering’s theme is “Way Will Open;” the hope is for a Gathering that’s welcoming to all, where transformation can occur. One goal is to transform the Gathering into an active anti-racist community; one step to help is to suggest folks to serve on the Gathering Committee with diversity in mind. Suggestions for a person to lead the Bible study at the Gathering are welcome, as are volunteers to serve on Gathering subcommittees, and attendance. Flyers on involvement in the 2020 Gathering are available; a copy of the flyer is attached. We heard an observation that the flyer describes the Gathering as “under the care of Baltimore Yearly Meeting;” we heard the sense that the term “hosted” might be used. There has been no decision for Baltimore Yearly Meeting to sponsor the 2020 Gathering; Yearly Meeting Friends are Gathering Co-Clerks and serve on the Gathering Committee. We heard that the Friends United Meeting Triennial will be held in Kenya in 2020; we can also prepare for that gathering.

**I2019-39 Closing.** We heard, improved, and **APPROVED** these minutes. We adjourned, to gather next on 11/2/2019 at the Baltimore, Stony Run meeting house or at the call of the Clerk of Interim Meeting.

Marcy Baker Seitel, presiding

Arthur David Olson, recording

## **ATTACHMENT I2019-19 FRIENDS IN ATTENDANCE**

Affiliations of people at 6/14/2019 Interim Meeting: Adelphi; Alexandria; Annapolis; Baltimore, Stony Run; Bethesda; Catoctin; Charlottesville; Frederick; Gettysburg; Herndon; Hopewell Centre; Langley Hill; Menallen; Patapsco; Patuxent; Richmond; Sandy Spring; Takoma Park; Washington.

## **ATTACHMENT I2019-19 WEST BRANCH MONTHLY MEETING MINUTE ON PREFERENCES**

For the past several years, West Branch Friends have been struggling with society's ongoing tendencies to stray further and further from the truths we have been taught as followers of Christ. We search scripture and our Faith and Practice to find guidance. However, with recent articles published in the *Interchange*, we are beginning to question the persuasion of such social issues on previously set standards in the Society of Friends. We are questioning if these statements written by our forefathers are being interpreted by many to fit their individual needs rather than as guidance in everyday living. And of even deeper concern, going against what we have studied in God's Word. In our Meeting, we are beginning to feel overwhelmed by the push to accept, what we have been taught throughout our lives as wrong, is now acceptable.

The statements in the *Interchange* concerning individual convictions as to sexual preference, choice of food, and preserving our natural resources have concerned West Branch Friends that the Quaker Faith is becoming a sounding board for groups or individuals to influence others into a way of thinking that disputes the teachings of the Bible.

With these and many other issues facing society, it is hard to know where to begin. Words from Joni Eareckson Tada pretty much sum up the world we live in today in that although we don't know when it happens, wrong is acknowledged, then it becomes tolerable, and then acceptable, and then law.

West Branch Friends do not condemn a person's right to stand up to their convictions. However, we strongly feel these convictions should not be made in, and supported by, written statements within our meeting. Our goal is to strive to identify "that of God" in every human being and make our voices heard in support of God and the teachings of the Bible. We will stand firm in our learned beliefs in the truth and wisdom of God's word.

...I am the Way, the Truth and the Life....

John 4:6

## ATTACHMENT I2019-21 SEARCH COMMITTEE REPORT

Search Committee of BYM  
2019 Nominations  
First Reading, June 15, 2019

### Yearly Meeting Officers: (all serve 2-year terms)

Presiding Clerk: Ken Stockbridge, Patapsco (14)

**Recording Clerk: Margaret Boyd Meyer, Stony Run (19)**

**Treasurer: Jim Riley, Hopewell Centre (1/20) (term expires 12/21)**

**Assistant Treasurer: Arthur Meyer Boyd, Stony Run (1/20) (term expires 12/21)**

### Interim Meeting Officers: (all serve 2-year terms)

Clerk: Marcy Baker Seitel, Adelphi (16)

Recording Clerk: Arthur David Olson, Takoma Park (14)

### Supervisory Committee:

(This committee has 2-year terms)

#### **2020**

Peirce Hammond, Bethesda (16)

Ramona Buck, Patapsco (18)

#### **2021**

**Josh Riley, Hopewell Centre (17)**

**Adrian Bishop, Stony Run (17)**

Ex-officio committee members:

Tom Hill, Treasurer (until 12/31/19)

Marcy Baker Seitel, Clerk of Interim Meeting

ing

Ken Stockbridge, Presiding Clerk

### Nominating Committee:

(This committee has 3-year terms)

#### **2020**

Chip Tucker, Charlottesville (17)

Kathryn Munnell, Homewood (17)

Alex Bean, Adelphi (17)

Deborah Legowski, Sandy Spring (18)

#### **2021**

Rebecca Rhudy, Patapsco (15)

Kevin Caughlan, Sandy Spring (18)

Jolee Robinson, Adelphi (18)

Gene Throwe, FMW (18)

#### **2022**

**Ollie Moles, Langley Hill (16)**

**Deborah Haines, Alexandria (16)**

**Karie Firoozmand, Stony Run (19)**

**Marilyn Rothstein, Gunpowder (19)**

Names in Bold type are being nominated or re-nominated at this time. All other names are for information only.

Dates above each group of names indicate year when the present term of service will end.

Numbers in parentheses after the Monthly Meeting indicate the year the person's service began.

# ATTACHMENT I2019-22 TRAVEL MINUTE OF JADE EATON

## Adelphi Monthly Meeting

of the Religious Society of Friends

2303 Metzerott Rd.  
Adelphi, Maryland 20783  
(301) 445-1114

March 11, 2018

Dear Friends,

Greetings from Adelphi Monthly Meeting and Baltimore Yearly Meeting of the Religious Society of Friends.

Jade Eaton, a beloved member our Meeting, has opened to us her leading to travel among Friends, listening attentively to others and bearing faithful and honest witness to her deeply held spiritual understandings. Her leading is to share in fellowship and worship from other branches of the Religious Society of Friends.

Among her countless acts of service over many years, Jade has served as Clerk of Adelphi Meeting and various committees including Adult Religious Education, Library, and Ministry and Worship committees, as a member of and clerk of the School Committee of Friends Community School, a school founded by Adelphi Meeting which is now independently operating. She is currently clerk of Trustees for our Meeting.

In 2017, Jade tested her leading by traveling as a companion to a member of the Intervisitation Working Group of Baltimore Yearly Meeting. This has led her to seek clearness to become a traveler.

Our Meeting unites with Jade's leading. We are fortunate to share with other Quakers through Jade. We know you will find her filled with deep spiritual understandings, caring, joy, intelligence, and thoughtfulness. We commend Jade to your care and hospitality.

Approved and minuted at our Meeting for Business held on the 11<sup>th</sup> of Fourth Month, 2018.

Paul Jolly, Clerk  
Adelphi Friends Meeting  
Adelphi, Maryland

*Entered by Baltimore Yearly Meeting  
Monica Parker Smith  
Clerk of Eastern Meeting  
We are deeply appreciative  
of Jade's visit to Indiana  
Yearly Meeting Annual  
Sessions, June 2018.  
Cathy Hanna, Recording Clerk*

*Thank you for supporting  
Jade's call to visit other  
yearly meetings. She is an  
excellent representative  
of the love and joy in  
Adelphi Monthly Meeting  
Stephen Humele, clerk  
Indiana Yearly Meeting*

## **ATTACHMENT I2019-23**

### **PROGRAM COMMITTEE REPORT**

#### **Report to BYM Interim Meeting From Program Committee “Pay as Led” financing for Annual Session June 2019**

Program Committee has begun research into the experience of other yearly meetings who have begun using a “pay as led” (PAL) model for funding fees for Annual Session.

These YMs have moved to this system:

New England YM	2014
Inter Mountain YM	2018
North Pacific YM	2018
New York YM	2019

#### **What is Pay as Led: An Experiment with Abundance**

Pay as Led (PAL) has both spiritual and practical roots. It starts from a desire to make sessions more financially possible for more people, and thus more inclusive. It springs from a sense that by making sessions accessible financially to more people we can be a more welcoming community. It recognizes that needing to ask for financial assistance is actually a barrier to attending for some people. It acknowledges that while some Friends require assistance to attend, many others could pay more/give more than the rates that are set. It addresses and may simplify the sometimes complicated methods traditionally used for scholarship assistance (monthly meeting assistance, YM assistance, work grants etc.). There is a hope that PAL will lead to increased attendance, thus strengthening the YM.

Abundance is defined as “an amount or supply more than sufficient to meet one’s needs.” (Merriam-Webster) Spiritually, PAL invites us to take a leap of faith that our financial needs can be met, or exceeded, when individual Friends prayerfully discern (with guidance) how much they can pay.

NYYM Pay as Led is a way of acknowledging that wealth is not distributed evenly among Quakers. It offers us a method of increasing the number of people who attend Sessions, as people who can afford to pay more can do so, enabling those who need to pay less to do so. We believe Pay as Led will enrich our community by allowing the inclusion of new gifts and perceptions, particularly from those who are financially challenged by geography, employment, or stage of life. This will strengthen NYYM.

NEYM ...an opportunity to bear witness to our faith in God’s abundance, hoping to make our annual gathering more financially accessible to all Friends.

NPYM Abundant Financing is where we all contribute according to our ability, until the pot is full and there is an abundance to make everything happen. We seek to en-

courage all in our Yearly Meeting to attend Annual Session, so all can benefit from and appreciate our many spiritual gifts and Light. Cost of attendance should not be a barrier in our individual decisions to attend.

### **How does PAL work**

Each YM has their own version of PAL. In most cases, being fully informed of the full costs, registrants are given several options for payment. For instance, NPYM indicates four choices, with suggested dollar amounts for the first three:

1. “traditional”: the base cost for room and board + program fees
2. “sustaining”: fee above and beyond the traditional
3. “limited income”: fee below the traditional
4. “pay as led”: to pay more or less than any of the above

Monthly Meetings often provide individuals with support to attend YM sessions. IMYM encouraged their MMs to donate directly to the YM those funds which in the past had supported individuals. All MM funds could then be pooled to support individuals (from any MM) to attend. NEYM previously used an “Equalization Fund” to which individuals and MMs contributed. This was then used for individual scholarships in a burdensome process matching individuals with MM contributions. Their PAL method includes space for (and relies upon) those same donations, but as with IMYM, the funds are pooled to be used by and for the whole.

In all these YMs, Friends were eager to try a new system. A level of comfort was provided because each YM had reserves they could draw on if insufficient funds were received.

NPYM reported that they had always covered costs for kids and JYM staff, and continued to do so.

### **Results/Successes**

NEYM saw increase in numbers, more than covered costs for first time in many years. Income and attendance were not as high the second year, but still higher than in the years prior to PAL. Saw progress in welcoming more Friends who can now afford to attend.

IMYM had budgeted for \$5-10,000 deficit, came in very close to budget (\$1,300 deficit); attendance up 10%. 11% increase in attenders; 51% more newcomers; 55% more YAFs.

NPYM netted a surplus of \$7,000.

All three YMs are continuing to use this funding model. Evaluations were extremely positive.

### **Concerns/Issues/Practical Matters**

In all cases there was substantial seasoning of the leading to move to PAL (format of which

---

varied from one YM to another). All mentioned the need for extensive education and communication about the change, both to individuals and to MMs who were being asked to contribute in a different way (to the pool of support funds, not to individuals as in the past). There was careful thought given to the descriptive language and how costs were described.

IMYM            Important to provide opportunities to study philosophy/theology of PAL, as well as brass tacks.

NPYM            ...people need to be educated about it and also to approach it from a spirit-based place; it's not "money in, money out," it's part of our faith, our integrity, our living simply, our community; need to approach this from a spirit-led place both as individuals and as monthly meetings.

There were various technical issues involving registration which needed to be ironed out.

### **Next Steps**

In the coming year Program Committee looks forward to a wide exploration of this idea amongst BYM Friends. We will continue to gather information from other YMs. We will hold interest groups at Annual Session this August. We will consult with Stewardship and Finance, Development, and other committees. We expect to have a sub-committee made up of Program Committee members as well as other individuals we invite to help us further season this proposal. If you would like to talk with us about this idea, or perhaps serve on the exploratory sub-committee, please contact committee clerk, Barb Platt, [jrbp47quaker@gmail.com](mailto:jrbp47quaker@gmail.com)

Friends Journal has published 2 articles about PAL, found here:

Re: New England YM, 11/2015 <https://www.friendsjournal.org/an-experiment-with-abundance/>

Re: Intermountain YM, 2/2019 <https://www.friendsjournal.org/paying-as-led/>

## **ATTACHMENT I2019-24**

### **PEACE AND SOCIAL CONCERNS COMMITTEE REPORT**

#### Proposed End of Life Working Group

The Peace and Social Concerns Committee has agreed to serve as the supporting committee for a now forming End of Life Working Group.

There are currently five Friends who would like to take an active part in this Working Group. More members are sought! We will have an outreach table at Annual Session and an article in a future *BYM Interchange*, and in other ways will let our work be known and seek new members.

We are creating a charge for this Working Group

- Make resources available to Monthly Meetings that focus on all aspects of preparing for and experiencing the last months of one's life, including resources for

those in those who are caregivers and those who will survive the person at end of life.

- Maintain a webpage where links to resources can be posted.
- Learn what resources local Meetings are finding useful and let other Meetings know about them.
- Organize workshops for BYM Friends to be presented at Annual Session, other gatherings of the Yearly Meeting, Quarterly Meetings, and local Meetings.
- Visit meetings to provide a “listening ear” for Meetings that are dealing with end-of-life issues among their members and attendees;
- Keep track of and offer statements about end-of-life legislation in Maryland, Pennsylvania, Virginia, and D.C., as appropriate.
- Propose minutes and reports to BYM on areas within its scope of concern as appropriate.

Two things are important to note:

- The Peace and Social Concerns Committee suggests that the Working Group would benefit from having a liaison from the BYM Ministry and Pastoral Care Committee.
- This Working Group has a specific focus, and does not focus on related issues such as aging or care for those who are ill. These are important areas and we encourage other Friends to organize ways to address these concerns.

## ATTACHMENT I2019-26

### MANUAL OF PROCEDURE COMMITTEE REPORT

**Report from Manual of Procedure Committee** to June Interim Meeting – June 15, 2019

Note: all page numbers are from the 2018 print version of the *Manual*

Pg 377 - I. Introduction to *Manual of Procedure*

#### **Current text:**

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by describing the current organizational structure of the Yearly Meeting, its officers and committees, and its relations to other Friends’ bodies. Changes that alter the meaning of this manual (substantive changes), are approved by Yearly Meeting in Session as described in article XI of this Manual.

This Manual deals solely with the organizational structure the Yearly Meeting establishes to handle matters which are entrusted to it by the constituent Monthly or Quarterly Meetings or by individual Friends.

#### **Revision:**

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by describing ~~the current organizational structure of the Yearly Meetings, its officers and committees and its relations to other Friends bodies~~ the following:

- a) its relations to other Friends’ bodies;
- b) the committee, officer, or staff person the Yearly Meeting has designated to carry out certain tasks;

- c) the parameters within which the committee, officer, or staff person should function;
- d) whether recommendations from the committee, officer, or staff person should ultimately go to Annual Session, to Interim Meeting, or elsewhere; and
- e) the rationale for the process or method.

Changes that alter the meaning of this manual (substantive changes), are approved by Yearly Meeting in Session as described in article XI of this Manual.

This Manual is designed to assist the Yearly Meeting community ~~in completing deals solely with the organizational structure the Yearly Meeting establishes to handle matters which are entrusted to it by the constituent Monthly or Quarterly Meetings or by individual Friends.~~

### **Clean Copy:**

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by describing the following:

- a) its relations to other Friends' bodies;
- b) the committee, officer, or staff person the Yearly Meeting has designated to carry out certain tasks;
- c) the parameters within which the committee, officer, or staff person should function;
- d) whether recommendations from the committee, officer, or staff person should ultimately go to Annual Session, to Interim Meeting, or elsewhere; and
- e) the rationale for the process or method.

Changes that alter the meaning of this manual (substantive changes), are approved by Yearly Meeting in Session as described in article XI of this Manual.

This Manual is designed to assist the Yearly Meeting community to handle matters which are entrusted to it by the constituent Monthly or Quarterly Meetings.

Pg 379 – move the last sentence of the first paragraph under Recording Clerks about appointing reading clerks to the description of Presiding Clerk of YM on 378 as the penultimate sentence of that first paragraph.

Annually, the Clerk nominates and the Annual Session approves an ad hoc Epistle Committee to draft a general epistle to other Friends groups for the Yearly Meeting's review and approval. Reading Clerks are appointed by the Presiding Clerk as needed at Yearly Meeting sessions. The Clerk reports to each regular session of the Interim Meeting on activities as Clerk during the intervening period.

Pg 381 - Restate the first in the list of Interim Meeting functions:

The functions of Interim Meeting are:

- ~~to act for the Yearly Meeting when necessary in the intervals between sessions to consider recommendations from standing committees and working groups as needed between Yearly Meeting sessions~~

Pg 382 - add to 2<sup>nd</sup> paragraph of Search Committee description (approved by Search Comm):

The Search Committee nominates persons to serve as Presiding Clerk, Recording Clerk,

Clerk of Interim Meeting, Recording Clerk of Interim Meeting, Treasurer, Assistant Treasurer, members of the Supervisory Committee, and members of the Nominating Committee. In order to fill these positions with Friends well qualified to best serve the Yearly Meeting, the committee strives to consider not only each individual's experience and spiritual gifts, but also strives to include Friends from diverse age groups, genders, racial identities, ethnicity, and geographical regions. These nominations are proposed to Interim Meeting and, if approved, are forwarded to the Yearly Meeting. The Search Committee usually presents these nominations on behalf of Interim Meeting at the Yearly Meeting sessions.

Pg 383 – remove the 6<sup>th</sup> paragraph under SUPERVISORY COMMITTEE

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D to this Manual) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will ensure that programs and events are carried out in compliance with policy guidelines.

Pg 384 –under IV STAFF in the second paragraph about other committees desiring staff, making the entry consistent with current procedure

Other Committees of the Yearly Meeting desiring staff need to develop a proposal and present it to Interim Meeting Supervisory Committee for approval.

Pg 385 – under V. Committees of the Yearly Meeting, expand last sentence of the page to include the option for a committee clerk to send another member of that committee to IM  
Committee clerks attend Interim Meeting or delegate another member of the committee to attend.

Pg 386 – revising the 7<sup>th</sup> paragraph on that page under V. Committees of the Yearly Meeting  
As a general practice, the Nominating Committee does not nominate members of an ad hoc committee or working group; the members select themselves. The names of members and the dates of establishment of ad hoc committees and working groups are listed in the 2012 Yearbook after committee rosters. ~~on page 143-144.~~

Pg 392 – under Ministry and Pastoral Care in the 4<sup>th</sup> paragraph, change “Committee of Oversight” to “working support group” to match the Guidelines for Embracing the Ministry of Friends (p429ff).

The Committee maintains the Guidelines for Embracing the Ministry of Friends and supports Monthly Meeting ~~Committee of Oversight~~ working support groups for these Friends. The Committee maintains a current list of all recorded ministers within the Yearly Meeting.

Pg 394 – under Peace and Social Concerns, three changes: 1) at the end of the second full paragraph to agree with the description of Quaker House on pg 406:

meets five times a year in various locations in North Carolina.

2) remove the 4<sup>th</sup> paragraph about Right Sharing of World Resources, since it is no longer a WG

3) add a new working group at the end of P&SC's description:

The Working Group on Civil and Human Rights of Transgender and Non-Binary People is under the care of Peace and Social Concerns.

Pg 394 – under Program Committee, change the final sentence to read:

The Committee will provide ensure that any necessary staff and volunteer training is provided and ~~will ensure~~ that programs and events are carried off in compliance with policy guidelines.

Pg 407 – under X. Changes in Faith and Practice, change the reference in the last sentence from the “Draft 2013 F&P” to “Resource 2013 F&P” since that document is no longer on its way to approval, but is being widely used as a resource.

For “Important Minutes” from prior years, please see the ~~Draft~~ Resource 2013 Faith & Practice, pages 241-55 at <http://www.bym-rsf.org/publications/fandp/>.

Pg 407 – under XI. Changes in the Manual of Procedure add a final sentence:

In the interest of accuracy and clarity, the Manual of Procedure Committee may copy-edit the Manual of Procedure. The Manual of Procedure Committee is not responsible for making changes to entries in XII. Appendices.

Edits to the *Manual of Procedure* which do not require IM approval:

\*Pg 381 – replace ~~Young Friends Executive Comm~~ with Young Friends Nuts & Bolts Comm ...and the Clerks of Baltimore Yearly Meeting Young Friends ~~Executive~~ Nuts and Bolts Committee and Young Adult Friends.

\*Pg 387 – under Advancement and Outreach Committee remove the quotation marks at the end of the second paragraph.

\*Pg 392 - capitalize the ‘g’ of Working Group on Racism in the list of Working Groups under the care of Ministry and Pastoral Care

## **ATTACHMENT I2019-28**

### **YOUTH PROGRAMS MANAGER'S ANNUAL REPORT**

Youth Programs Manager’s Annual Report 2017-2018 - Jossie Dowling

As the school year closes out and the summer begins, I reflect on another successful season of youth conferences. The Junior Young Friends Program and the Young Friends Program continue to uplift the young people of BYM and foster a community based on caring, trust and love; brightening their inner light that they then extend to the world outside of our Yearly Meeting.

This past year, the Junior Young Friends Program (JYF) was stronger than ever, and by far the most fun. We had an influx of new 6th graders that brought an exciting new energy to our group. I was really impressed with the regular attenders who built a strong sense of community within the program (a sentiment that is hard to find in middle school groups). This year’s JYFs were kind, compassionate, silly, eager, funny, and witty. I could not have been more impressed with them and I am excited to see them continue to mature next

school year. After some feedback from parents, the Youth Programs Committee decided to teach components of the Our Whole Lives (OWL) curriculum for our workshop series. OWL is a comprehensive and progressive sexuality education program for youth created by the Unitarian Universalist Church that models and teaches caring, compassion, respect, and justice. We have taught elements of the OWL program on a 3-year cycle and reintroduced it to our program this year. We want to make sure our youth have a thoughtful, healthy, and consensual understanding of sexuality and reproductive health so that they can make educated and informed decisions.

Attendance at our Young Friends Program continues to be very low. Over the last two years, the average attendance at a conference was 45 Young Friends, down from the previous average of about 60. Though, we had many new attendees recruited from BYM's Camping Program, as usual. The Young Friends had much less official business this year and thus, had fast and easy business meetings at all of their gatherings. The Young Friends designed a new T-shirt this year; an image of spheres of lights emerging from a jar to represent their inner light radiating out into the world. T-shirt will continue to be available for sale for those that are interested. Unfortunately, we had a serious shortage of Friendly Adult Presences (FAPs) serving at our gatherings this year. We will be hosting a training for new FAPs at the end of the summer and hope to recruit more adult to serve in this role in the upcoming year.

YPC had a fun and fulfilling fall retreat in which we discussed the larger vision of youth programs and troubleshot some of our challenges. We hope to make retreats an annual event to strengthen our committee and the work we fulfill. The Youth Programs Committee is still searching for new members that are interested in supporting our programs. Our low membership has been challenging and we are eager to invite new members with new energy and perspective to join our team. Furthermore, YPC is on the search for a new Junior Young Friends Assistant that can help facilitate the programming of our JYF weekends. Please help spread the word about this new and exciting opportunity.

I want to thank the whole BYM community for their continued trust and support of the youth in our community. I also want to give a special thank you to the parents that trust their kids to build positive and supportive communities that help the whole yearly meeting thrive. We look forward to what the coming school year has to bring and I can't wait to discover the new ways that our young people will impress me (and everyone else) in the year to come and beyond. Please invite our youth programs to host a gathering at your local Meeting!

## **ATTACHMENT I2019-29**

### **JUNIOR YOUNG FRIENDS PROGRAM ASSISTANT JOB DESCRIPTION**

#### **BALTIMORE YEARLY MEETING JOB DESCRIPTION**

##### **Junior Young Friends Program Assistant**

**Reports To:** Youth Programs Manager  
**FLSA Status:** Part time, hourly, non-exempt

**Approved By:** Youth Programs Committee, 4/29/18

**Approved By:** Supervisory Committee, 6/8/19

**JOB SUMMARY:** Working in close cooperation and collaboration with the Youth Programs Manager, the Junior Young Friends Program Assistant (JYFPA) is responsible for co-leading weekend Quaker conferences for the middle school aged youth of Baltimore Yearly Meeting (BYM). The JYFPA reports to and is supervised by the Youth Programs Manager, who also attends these gatherings. The JYFPA provides support to and implements policies and programs developed by the Youth Programs Manager, the Youth Programs Committee (YPC), and BYM.

**GENERAL POSITION INFORMATION:** The JYFPA position is a part-time position to support up to four week-end overnight conferences annually, generally in October, December, March, and May. Weekend-long conference participation with middle-school-aged at sites that do not have sleeping or bathing facilities is a regular component of the position. Sleeping on floors, occasionally outdoors, is routine. These conferences are held at sites throughout the Yearly Meeting territory (the District of Columbia, Virginia, Maryland, southern and central Pennsylvania, and parts of West Virginia).

**DUTIES & RESPONSIBILITIES:**

- Attend overnight weekend conferences
- Support developing and carrying out the Junior Young Friends (6th-8th grade) weekend retreat program.
- Work with the Youth Programs Manager to plan quality programmatic content at Junior Young Friends (JYF) conferences
- Lead one workshop per conference, occasional small group (5-10 participants), and large group (20-50 participants) activities.
- Provide consistent, playful, Spiritual, supportive presence
- Mentor JYFs, especially on Quaker practices and procedures
- Coordinate and work collaboratively with other adult youth workers at conferences
- Be knowledgeable about the roles of any adult volunteers, especially the Youth Programs Committee member designated by YPC to serve at each conference
- Debrief conference by end of conference with the Youth Programs Committee member designated by YPC to serve at each conference, who gives a report to YPC
- Effectively communicate the BYM youth programs, policies, and procedures to others
- Understand and help to implement the BYM Youth Safety Policy
- Maintain up-to-date documents describing procedures specific to the position
- Perform other duties as assigned
- Ability to foster inclusiveness, respect, and acceptance in mixed-age groups

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Experience working with middle-school-aged children preferred.
- Ability to mentor, support and relate to middle-school-aged children as they grow into their own Spirituality and role within the Quaker community
- Experience with the Religious Society of Friends (Quaker) worship, processes and business practices
- Ability to work within a consensus-like process (sense of the meeting) used by youth and adult participants of the Junior Young Friends weekend conferences
- Strong collaborative skills in working with other adults involved with the program
- Ability to multi-task and remain both calm and observant in hectic environments
- Strong communication skills
- Ability to move and lift heavy equipment and boxes, hike and sleep on the floor or ground.
- Enthusiasm in working with 11-14 year olds

**REQUIREMENTS:**

- A background check conducted by BYM is required for employment

**SALARY AND BENEFITS:** Baltimore Yearly Meeting endeavors to provide salaries and benefits in line with those of other non-profit positions in the Washington metropolitan area. The salary for this position is commensurate with qualifications and experience. This position does not qualify for BYM benefits.

**NON-DISCRIMINATION:** Baltimore Yearly Meeting, as a spiritual community, seeks to welcome all in participation in programs and in employment. The Yearly Meeting is an equal opportunity employer and does not discriminate in hiring based on race, gender, sexual orientation, disability, marital status, age, or national origin.

**PHYSICAL DEMANDS:** The physical demands described in the duties and responsibilities are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Evening meetings and weekend work is required.

**WORK ENVIRONMENT:** Baltimore Yearly Meeting has a relatively small staff and depends heavily upon volunteers and committee members to accomplish its work. Staff members are expected to work cooperatively with volunteers and committee members.

The BYM office building and grounds are smoke, drug, alcohol and weapon free.

This document describes the position currently available. It is not an employment contract. Baltimore Yearly Meeting reserves the right to modify job duties or job descriptions at any time.

## ATTACHMENT I2019-30 GENERAL SECRETARY'S REPORT

### General Secretary's Report to Interim Meeting 6/15/19

Since our last Interim Meeting Third Month 2019. . . my top priorities have been:

- 1) To continue to represent BYM on behalf of the Trustees in the lawsuit.
- 2) To orient our new Development Director, Mary Braun.
- 3) To hire a new part-time Bookkeeping Assistant to support BYM's accounting services.
- 4) To provide part time interim support for the STRIDE program.
- 5) To support the development of the 2020 budget.
- 6) To visit local meetings.
- 7) To develop a proposal for a long-range planning process for the Yearly Meeting.

What have we achieved?

- 1) I am pleased to report that the legal dispute has been resolved to the satisfaction of the parties. The case has been dismissed. The terms of the settlement are confidential. However, there will be no impact on BYM's financial position moving forward. Again, we owe many thanks to Wayne Finegar, Associate General Secretary, for contributing his legal knowledge and experience to help guide us through this experience.
- 2) Mary Braun started her new work as BYM's Development Director on 5/6/19. She hit the ground running. However, she will need to pace herself for a long run up a steep learning curve. Mary brings a wealth of expertise in nonprofit organization, management, and marketing which will be helpful moving forward. Please plan on inviting her to your Meeting or organize a house party for her to meet your Friends. She wants to meet you and get connected.
- 3) From fifty-plus applicants for the Bookkeeping Assistant position, Comptroller Margo Lehman and I conducted several phone screening interviews and then interviewed four in person. We hired Harriet Dugan, who began work on 5/28/19. Harriet brings extensive non-profit bookkeeping and office management experience to her new job. She is new to Friends, but excited to discover and learn more about BYM.
- 4) Three-quarter-time Youth Programs Manager Jossie Dowling took on an additional temporary one-quarter-time position as Interim STRIDE Coordinator, starting in late March. She has been working with local STRIDE groups to assure that 2019 STRIDE campers have the support they need to have a great time at camp this summer (i.e. enrollment, funding, gear, orientation, transportation). Jossie is doing this in addition to her regular job organizing and carrying out conferences for Junior Young Friends and Young Friends.
- 5) Discernment concerning BYM's program and budget priorities, apportionment, and fundraising capacities intensified this past quarter. I attended apportionment meet-

ings with a couple of dozen local meeting representatives in Roanoke (VA) and Little Falls (MD) to respond to questions and concerns. I met with the Stewardship and Finance and Development committees and the Comptroller to advance the next draft of the budget – based on input we received from local meetings, program committees, Supervisory Committee, and administrative staff. We still have a long way to go to balance the priorities and needs of our programs and operations with what we believe we can raise from fees, apportionment, and contributions.

6) I visited Little Falls, Penn Hill, Roanoke, Sandy Spring, and Warrington meetings this past quarter, including Warrington and Nottingham Quarterly meetings. All are interested in learning new ways to grow and sustain their meetings. A number of other ideas occurred to me as I listened: 1) Could BYM assemble teams of volunteers to assist local meetings with projects to maintain graveyards and meeting houses? 2) Could BYM provide traveling presiding clerks on occasion as needed for local meetings that do not have clerks? 3) What could BYM do to assist local meetings in the care and management of their historic meeting houses and graveyards in perpetuity? 4) How can BYM attend to the spiritual well-being of small local meetings operating under the often overwhelming burdens of property management?

7) The need for Spirit-based, long-range planning has been urgently clear to me since I started in this role as General Secretary almost three years ago. Providing “Spirit-led, strategic leadership” is in the first line of the GS job description. However, finding the time to begin organizing such a collective discernment has been difficult. Who are we called to become as a spiritual community over the next ten years? What are our top goals and priorities as a faith community? What are the key challenges we face, and where are our key opportunities in these times? How can we best advance our priorities and achieve our goals, starting from where we are today? Developing a clearer sense of BYM’s long-range mission, priorities, and goals is essential for guiding the development of our budget, our apportionment and fundraising, our camping program and facilities planning, and the overall work of the Yearly Meeting. With the support and encouragement of the Supervisory Committee, I have begun to gather ideas and experience together. I would welcome and will be seeking your input in the months ahead.

In the meantime, the staff and I continue to devote attention to the seasonal cycle of annual activities that support BYM’s many missions and activities.

1) The camping program still has room for more campers at all camps this summer (and for more volunteers and a few staff positions, too!). Please tell your friends and neighbors. Camping Program Manager Jane Megginson is pulling together the myriad details that need attention before camp starts at the end of June. She has also been working with the new director of Opequon Quaker Camp, Sean Hickey, as he transitions into this new role. She has also been working with Jesse Miller at Catoctin who will be flying solo as director this summer, as co-director Dyresha Harris will be on temporary leave this season.

2) After helping to organize three successful and productive Family Camp Weekends this spring, Camp Property Manager David Hunter is now pressing contractors to

finish buildings and repairs at the camps as soon as possible. This includes new showers and renovated restrooms at Opequon and new cabins at Catoctin and Shiloh (one each). Resident Camp Caretakers Jesse Miller (Catoctin) and Mike Reed (Shiloh) are also playing essential roles in getting the camps ready. Prep for camping season for David also includes getting all of our camp vehicles serviced and inspected, re-certifying and testing all bus drivers, finding licensed bus drivers for each camp, and updating insurance.

3) The auditor's annual site visit occurred the first week of April and proceeded in good order. Comptroller Margo Lehman has been providing additional supplemental information throughout this quarter to assist the auditor. She is now delighted to be training new Bookkeeping Assistant Harriet Dugan, who we anticipate will be a great help for our accounting and financial reporting.

4) Wayne Finegar has been working with the Program Committee to organize and produce Annual Session. This included producing the Annual Session edition of Interchange. He has also been supporting the Faith and Practice Committee in the electronic indexing and production of reprints of BYM's current approved 1988 Faith and Practice and the 2013 Resource for Faith and Practice. All of this he does, in addition to administering office operations and computer systems. Administrative Assistant Laura Butler provides support to Wayne with data entry, phone reception, handling registration inquiries for various programs, and processing mail and receivables.

## **ATTACHMENT I2019-31**

### **TRUSTEES REPORT**

Thresher Settlement Announcement

BYM Trustees

June 2019

Dear BYM Friends,

As we reported at the last Interim Meeting, Trustees have been responding to a lawsuit relating to sexual abuse of a student at Friends Community School that occurred in the late 1990s. Trustees have tried to approach the case with tenderness to all, including those not directly involved in the suit. We can now report that the parties to the lawsuit have reached a settlement that is satisfactory to all parties involved, and, consequently, the court has dismissed the case. The terms and amount of the settlement are confidential, and confidentiality was a necessary component of reaching this settlement. We can disclose that there will be no effect on BYM's financial position moving forward.

To review what we previously reported, the lawsuit named Baltimore Yearly Meeting (BYM) as a co-defendant, along with the school, individuals connected with it, and Adelpi Friends Meeting. Based on a thorough review of BYM records and interviews with many former staff, officers, and directors, Trustees have found no evidence that anyone in an official capacity at BYM had any knowledge of the alleged events at the time. Further,

BYM had no operational control or authority over this or any other independently governed Friends school in the BYM region.

Trustees rarely maintain confidentiality in our actions, and this was one of those rare instances that we were not able to work through the suit in a more open manner. We acknowledge and appreciate the trust that the Members of the Yearly Meeting have bestowed when appointing us as Trustees.

We also understand that crimes of this nature may bring up difficult responses for those with similar experiences. We continue to hold in the Light and consider what care may be needed for those who have been hurt in this or similar cases. We continue to consider the lessons we can learn from this matter.

We also seek to encourage and empower anyone with concerns about abuse to report it through appropriate channels.

## ATTACHMENT I2019-32

### STATEMENT OF ACTIVITIES

**Baltimore Yearly Meeting**  
Statement of Activities  
From 1/1/19 thru 3/31/19

	A	B	C	D
1	Description	Thru 3/31/18	2019 Budget	Thru 3/31/19
2	Operating Revenues			
3	Apportionment			
4	Apportionment Net of Adjustments	104,791	495,600	71,735
5				
6	Unrestricted Contributions			
7	Contributions	23,660	373,444	21,855
8	In Kind Contributions	112	0	0
9	Total Unrestricted Contributions	23,772	373,444	21,855
10	Attendance Fees			
11	Total Attendance Fees	368,279	1,089,851	310,285
12	Sales			
13	Book Sales	177	5,500	0
14	Clothing Sales	0	9,900	0
15	Other Sales	0	300	0
16	Total Sales	177	15,700	0
17				
18	Other Income			
19	Property & Vehicle Rental	250	12,200	690
20	Investment Income	1,663	10,000	1,413
21	Released Funds	14,899	88,000	81
22	Gain (Loss) on Sale of FA	0	5,000	100
23	Other Income	0	0	0
24	Total Other Income	16,811	115,200	2,284
25				
26	Total Operating Revenues	513,829	2,089,795	406,159
27				
28	Operating Expenses			
29	Administrative	79,738	575,736	93,257
30	Annual Session	0	112,725	70
31	All Other YM Program	39,953	56,900	19,219
32	Combined Camp	88,381	1,100,350	104,079
33	Committee	364	24,700	4,250
34	Development	22,520	148,668	21,357
35	Youth Programs	12,617	70,716	12,727
36	Outreach & Inclusion	14,106	0	171
37	Total Expenses	257,680	2,089,795	255,130
38				
39	Net Operating Activity	256,149	0	151,029

**Baltimore Yearly Meeting**  
**Statement of Activities**  
**From 1/1/19 thru 3/31/19**

	A	B	C	D
1	Description	Thru 3/31/18	2019 Budget	Thru 3/31/19
40				
41	Property & Equipment			
42	Net Assets Released From Restriction	0	265,610	0
43	Less Depreciation Expense	(22,093)	0	(18,035)
44	Net Change in Prop. & Equip.	(22,093)	265,610	(18,035)
45				
46	Total of Operating and Prop. & Equip.	234,056	265,610	132,994
47				
48	Restricted Transactions			
49	Restricted Contributions	4,729	260,000	24,732
50	Designated Income	37,300	59,405	59,405
51	Interest & Dividends on Restricted Funds	3,879	0	2,743
52	Unrealized Gain (Loss)	(30,041)	0	18,474
53	Realized Gain (Loss)	448	0	94,862
54	Total restricted income	16,315	319,405	200,215
55				
56	Expenditures to meet restrictions	14,899	273,286	81
57				
58	Net Restricted Activity	1,417	46,119	200,134
59				
60	BYM Income Over (Under) Expenses	235,473	311,729	333,128

**ATTACHMENT I2019-32****2019 STATEMENT OF FINANCIAL POSITION**

Baltimore Yearly Meeting  
Statement of Financial Position

UNAUDITED

As of 3/31/2019

	A	C	D	E
1	<i>(In Whole Numbers)</i>			
2				
3		<b>Through 03/31/2017</b>	<b>Through 03/31/2018</b>	<b>Through 03/31/2019</b>
4				
5	Assets			
6	Current Assets			
7	Cash & Cash Equivalents	371,516	521,920	469,888
8	Apportionment Receivable	386,294	390,204	445,261
9	Student Loans Receivable	93,994	54,575	27,028
10	Other Accounts Receivable	129,017	41,277	27,141
11	Prepaid Expenses	38,235	42,226	62,742
12	Total Current Assets	1,019,056	1,050,202	1,032,061
13	Long-term Assets			
14	Property & Equipment	2,401,728	2,365,688	2,749,611
15	Long-term Investments	1,325,516	1,349,749	1,459,577
16	Total Long-term Assets	3,727,244	3,715,437	4,209,188
17				
18	Total Assets	4,746,300	4,765,639	5,241,248
19				
20	Liabilities			
21	Short-term Liabilities			
22	Accounts Payable	113,754	19,893	42,615
23	Deferred Revenue	346,110	390,384	471,034
24	Other Short-term Liabilities	40,182	44,094	43,691
25	Total Short-term Liabilities	500,046	454,371	557,339
26	Long-term Liabilities			
27	Friendly Loans	10,000	310,857	245,733
28				
29	Total Liabilities	510,046	765,228	803,073
30				
31	Net Assets			
32	Beginning Net Assets			
33	Net Assets			
34	Unrestricted	2,227,791	208,260	193,477
35	Fixed Assets		2,365,688	2,749,611
36	Designated	116,605	34,463	31,594
37	Temp Restricted	1,301,587	738,870	733,424
38	Perm Restricted	381,476	393,441	396,942
39	Total Beginning Net	4,027,459	3,740,722	4,105,048
40				
41	Current YTD Net Income	208,795	259,689	333,128
42				
43	Total Net Assets	4,236,254	4,000,411	4,438,176
44				
45	Total Liabilities and Net Assets	4,746,300	4,765,639	5,241,248

## **ATTACHMENT I2019-35**

### **RIGHT RELATIONSHIP WITH ANIMALS WORKING GROUP REPORT**

#### **“Two Book” project**

The BYM Working Group on Right Relationship with Animals invites all members and attenders in the yearly meeting to participate in our “Two Book” project. We invite you to gather together with others in your Meetings to read and discuss one or both of two books we have carefully selected and highly recommend.

The gathered meeting at Annual Session last August united behind a minute to encourage people to “discuss how to extend our love and compassion to animals, and to consider their welfare when making food choices.” In order to facilitate those discussions, members of our Working Group sorted through many books and found two that seem most appropriate for our setting, being readable, informative, and plain-spoken with a minimum of hyperbole.

In past years, Yearly Meeting Committees have invited Meetings to participate in “One Book” projects, which Meetings have been free to choose to do or not. As our experience with The New Jim Crow illustrated, there is great power in joining together to wrestle with the pressing issues of our time. We suggest reading either book, depending on the genre you prefer – both provide the same general background about the environmental impact of animal agriculture and pose the same ethical questions about the way animals are treated.

- *Eating Animals* by Jonathan Safran Foer uses personal stories to cover the material. Notably for the purpose of Friends within BYM, the book includes a discussion of the common goals of small farmers and vegetarians to reduce animal suffering and on their strong differences of opinion about how to go about it.
- *A Plea for the Animals* by Matthieu Ricard takes a more intellectual approach to the many ethical questions inherent in raising and killing animals. The European perspective of the author adds an extra interest.

Both books necessarily include details about how animals are raised and killed. *Eating Animals* covers this information more thoroughly (and thus may require more skimming by people who find the information disturbing.)

## **ATTACHMENT I2019-36**

### **FRIENDS UNITED MEETING REPORT**

#### **Friends United Meeting Report**

The General Board of Friends United Meeting convened in Belize City, in Central America, March 2-9, 2019. General Board representatives from Jamaica were able to attend. Unfortunately, the representatives from Cuba were stymied by politics and unable to attend. General Board members listened to the hopes and plans of the Belize School Board

and witnessed their dedication to teens who need a second-chance school. We also admired their willingness to be straightforward about their challenges. The General Board dedicated the multi-purpose room to our Friend, Dale Graves. Dale had the vision and the drive to lift Belize Friends School up from meeting in a crowded house to a space with great possibilities that include a community center and a Friends' church. He and Sylvia have visited BYM and we, who have known him, mourn his recent and sudden passing.

The best way to find out about the scope of this international Quaker organization is to attend the next Triennial in Kisumu, Kenya, from July 12-18, 2020. The best way to prepare for the Triennial is to check out the new website at [www.friendsunitedmeeting.org](http://www.friendsunitedmeeting.org). Under the Program tab is information about the Triennial. Under the Resources tab are links to the online Bookstore and the FUM News Blog. You will also get pop-uplink to subscribe to the weekly FUM newsletter.

Georgia Fuller  
Langley Hill Friends Meeting  
BYM representative to the FUM General Board

## **ATTACHMENT I2019-37**

### **ADVANCEMENT AND OUTREACH COMMITTEE REPORT**

#### **Proposal to Create a Growing Our Meetings Working Group under the care of BYM's Advancement and Outreach Committee**

June 11, 2019

The Advancement and Outreach Committee (A&O) provides assistance to local meetings who want to improve their outreach activity. A concerted effort to take steps that could lead to an expansion of the membership of the Yearly Meeting goes beyond the scope of A&O's current mandate and capacity. Moreover, an effort of this kind would require the collaboration of Friends from across BYM committees and local meetings. At this point, there is sufficient interest in exploring the idea of substantially growing BYM's membership to set up a working group. The principal initial task of the group will be to facilitate a discernment process on growth.

The working group structure makes possible the sustained and caring attention to work having a specific focus within the Yearly Meeting, as Friends serving in these groups bring interest, expertise, and experience needed for the work and can serve as long as they are led. A member of A&O will serve as a liaison to the working group, and the working group will report to the committee annually (and more frequently on an informal basis).

Growth in membership is not directly under our control. Growth happens when new people join meetings or worship groups because they are led by the Spirit to do so. While that is not under our control, we are responsible for two things that can lead to growth. First, if new people are not aware of our existence or what we have to offer, they will not seek out our meetings. We can take steps to help others become aware (for example, by developing

websites that communicate better to seekers and newcomers, and becoming more visible in the community). Second, if our meetings are not welcoming to newcomers, then new people will not stay. There are a number of things that meetings can do to become more welcoming. We can work on these and trust that if we do so, more people will be led to join our meetings.

Young people can be drawn to Quakerism in other ways than directly by joining a meeting. These include participating in BYM or other Quaker camps, Quaker schools and colleges, worship groups at other colleges, and organizations such as FCNL or AFSC. Fostering all of these potential avenues, and ensuring that they are open to diverse populations, can also contribute to the vitality of Quakerism.

The working group will initially help BYM explore the rationale for growth and the directions that growth might take. If BYM takes a decision to proceed further, the working group will help BYM implement this decision.

There are a number of initiatives within the Yearly Meeting that can facilitate growth. For example, the STRIDE program aims to make our camps more welcoming and to foster a diverse leadership in the camps. STRIDE's commitment to build strong connections through the camps helps knit young people together and has the potential to contribute to the revitalization of monthly meetings as well. The Working Group on Racism, with support from the Growing Diverse Leadership Committee, encourages each local meeting to constitute a 'change group' that commits to helping the Meeting lower existing barriers to involvement of people of color in that Meeting. GDL is committed to promoting a multicultural approach to diversify BYM, which implies being open to including people who are different from BYM's current average demographic (for example, ethnically or with a different worship culture, or both). The Ministry and Pastoral Care Committee works to deepen the spiritual life of the Yearly Meeting and the Local Meetings. The Women's Retreat Working Group organizes a retreat that strengthens the connections between participants in that retreat (to the extent that retreat participants are newcomers, the retreat can bring these newcomers into the community). The GOMWG does not seek to supplant or direct these and many more initiatives undertaken by BYM or local meetings. Rather, the working group seeks to be complementary and catalytic, to make more transparent the interconnections between all these initiatives and how they can contribute to revitalization and growth of local meetings.

The draft charge for the working group is as follows:

The Growing Our Meetings Working Group (GOMWG) is under the care of the Advancement and Outreach Committee.

The initial focus of the GOMWG will be to facilitate a discussion of questions around growth at the BYM level, as well as in local meetings. Does the yearly meeting wish to undertake coordinated steps that would facilitate a substantial increase in the membership of the yearly meeting? What might be reasons for (or against) growth (at the yearly meeting or local meeting level)? How does a growth initiative relate to increasing the racial, age,

and other diversity of BYM? How do local meetings articulate a diversity goal (for example, coming more into line with the population of their local community)? How would becoming more welcoming require a given local meeting to change? Is the meeting willing to change in that way? Does becoming more attractive to newcomers involve articulating what BYM Quakers do and believe? What statements would help in this respect?

Growth would involve increasing the size of those local meetings that want to grow, as well as establishing new worship groups and meetings within the BYM area.

The GOMWG seeks to build a broad support for growth within monthly meetings.

If BYM approves a growth initiative, the GOMWG would identify specific steps to be taken by BYM and local meetings and facilitate those steps being taken.

This would include identifying possible sites for new meetings and worship groups and helping organize local meetings to foster new preparative meetings and worship groups.

## **ATTACHMENT I2019-38**

### **FRIENDS GENERAL CONFERENCE REPORT**



**FGC**  
FRIENDS  
GENERAL CONFERENCE

## **IN 2020, THE FGC ANNUAL GATHERING WILL BE NEARBY. WANT TO GET INVOLVED?**

In 2020, June 28 -July 4, the Annual FGC Gathering will be at Radford University in Radford, VA. It will be hosted by Baltimore Yearly Meeting. The theme is: **Way Will Open**



Having the Gathering nearby gives us all opportunities to get involved.

### **1. Consider helping to plan the Gathering.**

The Gathering Committee is already beginning to prepare for the 2020 gathering. Subcommittees of volunteers from area meetings help to choose and shepherd workshops, plan evening events, integrate opportunities for worship, and address other aspects of the Gathering. You can learn more about opportunities to serve and how to volunteer on the FGC website, which also spells out the responsibilities of various subcommittees you may want to join:

<https://www.fgcquaker.org/serve/opportunities/fgc-gath-committee>

## **2. Consider offering a workshop at the Gathering.**

If you have an idea for a workshop, now is not too early to pay attention to that prompting and see how it might unfold. You might try out some ideas with your local meeting and let them give you feedback, ask for a clearness committee, seek a co-leader, or talk with friends about what you'd like to do.

If you decide to make a proposal, check out the FGC website in **August 2019** for a proposal form and some tips on writing a really good proposal. The proposal will be due **September 30 2019**. The workshop committee will let you know by late November whether your proposal is accepted.

## **3. Come!**

Learn more about Radford University and its beautiful location near the Blue Ridge Mountains on its website: <https://www.radford.edu/content/radfordcore/home/about/where.html>  
Check with the FGC website for the latest information on the Gathering: [fgcgathering.org](http://fgcgathering.org)

**ANNUAL SESSION 2019**  
**OF**  
**BALTIMORE YEARLY MEETING**  
**OF THE RELIGIOUS SOCIETY OF FRIENDS**  
***QUAKER TOOLS FOR THE JOURNEY***  
**HOOD COLLEGE**  
**FREDERICK, MARYLAND**

**Tuesday, July 30, 2019**

**Y2019-1 *Opening Worship.*** We opened with a brief period of settling worship.

**Y2019-2 *Queries,*** Reading. The Presiding Clerk read the queries:

As we reflect on the direct spiritual experiences of Friends who have gone before:

- What speaks to the roots of our own Quaker faith?
- What speaks to our condition in the present world?
- What opens us to the Light?

Then he read this:

The silence we value is not the mere outward silence of the lips. It is a deep quietness of heart and mind, a laying aside of the preoccupation with passing things—yes, even with the workings of our own minds; a resolute fixing of the heart upon that which is unchangeable and eternal. This “silence of all flesh” appears to be the essential preparation for any act of true worship. It is also, we believe, the essential condition at all times of inward illumination.

Caroline Stephen (1834-1909)

Selections from her *Quaker Strongholds* (1890)

**Y2019-3 *Introductions of the Clerks Table and Agenda Review.*** Ken Stockbridge (Patapsco), Presiding Clerk, welcomed Friends to this Annual Session in the 348th year of Baltimore Yearly Meeting and thanked us for being here. Friends at the Clerks’ table introduced themselves: Helen Tasker (Frederick), Recording Clerk; Jason Eaby (Nottingham), sound and technology manager. The Clerk also introduced the Prayerful Presences who hold the Meeting in the Light and invited others to join them.

**Y2019-4 *Introductions of First-Time Attenders, Visitors, Travel Minutes.*** The Clerk noted that we have 30 Friends visiting us from outside of the Yearly Meeting and asked first-time attenders to stand and be acknowledged. He then asked visitors to stand and introduce themselves, and the following Friends did so:

- Emma Condori (Holiness Friends YM/Bolivia; Evangelical Friends International) introduced herself and spoke of her anticipation of sharing her work of the spirit.
- Dancan Sabwa (East Africa YM-North; Associate Global Treasurer, Quaker Men International) introduced himself.

- David Eley (Keystone Fellowship, Ohio YM)
- Beth Gorton (Quaker City Unity FM, New England YM) spoke of her leading to promote intervisitation.

The following Friends introduced themselves, and their travel letters/minutes were read by the Clerk.

- Hayley Hathaway (Santa Fe MM, Intermountain Yearly Meeting) She announced her interest group for Quaker Earthcare Witness.
- Emily Provance (15th Street Meeting, New York YM) announced her workshop (later this week) on Multi-age Inclusion and stated the query she brings to us “why are there not more young people in this room?” Her travel letter was read. Emily then mentioned Nikki Holland (Director of Belize Friends Ministries, but not present today) who is also visiting this Yearly Meeting who will be leading a workshop here “How do you discern your call?”

**Y2019-5 Report on Opening Retreat.** The Clerk noted that in giving this report it is hoped that some of the loving energy from the retreat will come into our session here. Sarah Bur (Homewood) wrote the report. It is included below:

The Baltimore Yearly Meeting Retreat this year drew over 60 Friends, by far the largest retreat we have ever had. Facilitator Marcelle Martin is the author of *Our Life is Love: The Quaker Spiritual Journey*, a title she selected because the Quaker journey is all about bringing God’s love into the world. The retreat was grounded in the discoveries of early Friends who experienced the presence and power of God working in them and through them. Marcelle spoke about how the word “power” is now a dirty word reflective of the evil misuse of power. Early Friends experienced the power of the Spirit working through them—a power that is greater than worldly power.

We started by centering on a quote from Isaac Pennington:

Be no more than God hath made thee.  
Give over thine own willing;  
Give over thine own running;  
Give over thine own desiring to know or be anything;  
And sink down to the seed which God sows in the heart.

This is the starting point for bringing God’s love into the world. Through a series of experiential exercises Marcelle led us to go deeper and deeper. We responded individually and repeatedly to the questions: “What is your heart longing for?” and “What does your tender heart know?” We participated in Experiment with Light, a guided meditation based upon George Fox’s writing about the Light which facilitates discernment being guided and searched by the Light. In small groups we held each other and our concerns in the Light, praying for each other.

There is a big difference between talking about God/the Light and being vessels of the Spirit. We enter BYM Annual Session hopeful that as a body we can be vessels of the Spirit and channel that Life, Light and Power.

Recorded by Sarah Bur

**Y2019-6 Program Committee.** Barb Platt (Sandy Spring), Clerk of Program Committee, welcomed us and asked others on the committee to stand. She welcomed Friends and gave a few notes on this year's plenary space, Brodbeck Music Hall. She gave a few tips regarding logistics and described highlights of the week. She especially thanked Hood College staff and our own staff. She mentioned the Annual Report, to which we could refer for more detailed information about the work of the Committee, but she highlighted the Pay as Led (PAL) model for financing Annual Session, which Program Committee is exploring. She spoke of how some of the Hood staff spoke about our presence here, noting how this time seems to anchor our community.

**Y2019-7 Nomination of Epistle Committee.** The Clerk described the work of the Epistle Committee and then nominated the following people to serve on the Epistle Committee: Meg Regal (Sandy Spring), Rebecca Richards (Gunpowder), and Peirce Hammond (Bethesda). Friends **APPROVED** the nominations of these Friends to the Epistle Committee.

**Y2019-8 Report from Interim Meeting.** Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, updated us on the highlights from Interim Meeting. She noted that Yearly Meeting (Annual Session) and Interim Meeting are the two hearts of BYM and that the two clerks bring their different perspectives to the business and how that is a gift to all of us. She referred to the minutes of business actions which are elsewhere in the Yearbook. She spoke of the wondrous work that is done during Interim Meeting. Much of the work has been seasoning work of committees. She spoke of the way in which this work is carried through generations. She spoke of the joy it has been to work with so many Friends and how watching how thinking changes through the course of the year is a gift. She also spoke of how it is important to be mindful and tender towards the staff as our decisions may affect them. The written version of her oral report is **ATTACHED**, along with a summary of actions taken by the Interim Meeting.

**Y2019-9 Staff Introductions.** Ned Stowe (Sandy Spring), General Secretary, mentioned the camp caretakers, Mike Reid (Shiloh Quaker Camp) and Jesse Miller (Catocin Quaker Camp), who could not be here and then introduced other staff members: Mary Braun (Patuxent), Development Director; David Hunter (Frederick), Camp Property Manager; Harriet Dugan, Bookkeeper; Jane Megginson (Frederick), Camp Program Manager; Jossie Dowling, Youth Programs Manager/Interim STRIDE Coordinator; Laura Butler (Sandy Spring), Administrative Assistant; Wayne Finegar (Sandy Spring), Associate General Secretary; and Margo Lehman (Sandy Spring), Comptroller.

**Y2019-10 Associate General Secretary's Report.** Wayne Finegar (Sandy Spring), Associate General Secretary, gave his report. He referred to the changes that have been implemented since he moved into the position of Associate General Secretary and the Administrative Assistant position was created. His full report is **ATTACHED**.

**Y2019-11 Manual of Procedure (MoP) Changes—2nd Reading.** Co-Clerks Peggy Dyson-Cobb (Maury River) and Donna Kolaetis (Menallen) gave the report. Donna briefly re-

viewed substantive changes, which are laid out in the Advance Report. These changes were **APPROVED**. See **ATTACHMENT** with final changes.

**Y2019-12 Trustees.** Greg Tobin (Frederick), Co-Clerk, gave the report and welcomed us to Frederick. He asked others to introduce themselves. He updated us on our financial investments. Trustees have been discussing how to explore even more socially responsible investments. He noted that our investment income allows us to support more work of the Yearly Meeting. Currently we have about 1.5 million dollars in these long-term funds. For details, see the Trustees' Annual Report. A Friend noted how other Friends' groups are divesting from fossil fuel companies.

**Y2019-13 Closing Worship and Announcements.** We entered a period of closing worship in which we shared news of friends. We then heard announcements.

### **Wednesday, July 31, 2019—morning session**

**Y2019-14 Opening Worship.** We opened with a brief period of settling worship.

**Y2019-15 Queries, Reading.** The Clerk read the queries:

- In seeking wholeness, how do we embrace and learn from our shadow as well as the Light?
- How do we find God in our mistakes?
- How do we find God in our brokenness?

**Y2019-16 Introductions of the Clerks' Table and Agenda Review.** Ken Stockbridge (Paptasco), Presiding Clerk, welcomed Friends to this Annual Session in the 348th year of Baltimore Yearly Meeting and thanked us for being here. Helen Tasker (Frederick), Recording Clerk, and Jason Eaby (Nottingham), sound and technology manager, introduced themselves. He updated us on the agenda for the rest of the week.

**Y2019-17 Introductions of First-Time Attenders, Visitors, Travel Minutes.** The Clerk asked first-time attenders to stand and be acknowledged. He then asked visitors to stand and introduce themselves.

- Marcelle Martin (Retreat leader, Swarthmore, Philadelphia YM) introduced herself and announced that she will be leading a workshop on Faithfulness Groups. A Minute of Religious Service from Swarthmore Meeting was read by the Clerk.
- Howard von Breeman (Wicomico River FM, Philadelphia YM) introduced himself. He is on the Planning Committee for the 2020 FGC Gathering in Radford, VA.
- Jacqueline Stillwell's (Monadnock MM, New England YM, General Secretary for Right Sharing of World Resources) travel minute from Monadnock Meeting was read.
- Chuck Schobert's (Madison, Northern YM, Travelling Ministry Corps with Friends World Committee for Consultation) travel minute from Madison was read.
- S. Jean Smith's (Kaimosi, East Africa YM) travel minute was read.
- Ruth Reber (Chestnut Hill, Philadelphia YM, Friends General Conference staff visitor) introduced herself and announced her interest group; her travel minute was read.
- Nikki Holland (New Association of Friends, House of Peace, Friends United Meeting staff member) introduced herself. She announced her workshop later this week.

**Y2019-18 *Announcement.*** Barb Platt (Sandy Spring), Clerk of Program Committee, gave an announcement and asked us to hold elevator repairmen in the Light! (Addendum: by the end of the day's business session it was repaired!)

**Y2019-19 *Ministry and Pastoral Care.*** Co-Clerks Melanie Gifford (Adelphi) and Rebecca Richards (Gunpowder) gave their report based on the Committee's Annual Report. Melanie touched upon the two roles of the committee: offering pastoral care to the local Meetings themselves and offering help to Meetings to find ways to nurture the pastoral care skills of members in the local Meetings. The Committee has asked to start the Pastoral Care Working Group. She also noted that the Committee has realized that Meetings and schools associated with the Yearly Meeting may sometimes fail to respond to Friends in crisis; the Pastoral Care Working Group seeks to support local Meetings in this work. She noted that the Committee met with Trustees about the lawsuit this past year. The Committee learned of the pain that was not addressed and of Friends who helped ease that pain. There is a need for deep and unflinching people to do this delicate work, and she invited such Friends to make themselves known to the Committee.

**Y2019-20 *Intervisitation Working Group.*** Joan Liversidge (Sandy Spring) gave the report, which included a slideshow highlighting the Working Group's work over the past year; the slideshow began with the audio of the Paulette Meier's song, "Our Life is Love" from Isaac Pennington's words. She related this to the query from this morning and also to the work of the Working Group. She continued with the mission statement, a brief history, and explanation of what it means to have a ministry of presence. She noted that over the past year the Working Group held six workshops in 2018 and 2019 at Annual Sessions, hosted the Intervisitation Lounge, assisted three of the Friends travelling abroad, and hosted three workshops at local Meetings. She reported statistics about Working Group members' travels and visits. She asked us to hold Sylvia Graves of Western YM, FUM in the Light, whose husband, Dale, died this past year. The Graves have been visitors here at BYM and also hosted BYM members at their home. Other slides showed photos of BYM Friends visiting with Friends around the world. She ended with the query: *How do we in BYM corporately embrace ministry?* The Clerk noted that letters go out each year to invite Friends from other Yearly Meetings to attend Annual Session and funds to cover their registration are provided regardless of need.

**Y2019-21. *Transition.*** We were called back from the break with the song "When Jesus Wept," accompanied a Friend on the piano, which led into a moment of settling worship.

**Y2019-22 *Faith and Practice Committee.*** Sarah Bur (Homewood) and Helen Tasker (Frederick), Co-Clerk, gave the report, which included highlights from the Annual Report. In addition, Sarah thanked those who worked on the creation of the 2013 Resource for Faith and Practice, as the current committee uses this document extensively. They also announced the interest groups for the week, a dinner meet-up, and welcomed Friends to attend their committee meetings this week.

We heard a Friend's concern for the reading level of the document and encouraged the Committee to make it more accessible to Friends whose first language is not English. Also

---

she cautioned us that when we quote the Bible, we should not necessarily use the King James Version, which was the state of the Bible in the early days of Friends. The first generation Friends used a Geneva translation, and Friends encouraged the Committee to use the appropriate translation given the context.

**Y2019-23** *General Secretary's Report*. Ned Stowe (Sandy Spring), General Secretary, gave his report. He began by thanking us for our trust in him to serve as General Secretary and thanked staff for their hard work and good humor; and he thanked the Supervisory Committee and his personal spiritual support committee, as well as his family. He related his time as General Secretary to navigating a river that started out calmly but quickly changed into whitewater, with continual challenging situations. Ned also spoke of the difference between strategic leadership and Spirit-led leadership. He reviewed this year's activities and posed several queries, one of which was "Who are we as a faith community?" He specifically noted his goals for facilitating long range planning for the Yearly Meeting, noting that he will be addressing this with Supervisory Committee and other Friends in this Yearly Meeting. His report is **ATTACHED**.

We heard a question about modeling from other Friends groups for strategic planning, and Ned clarified that they will be looking to some of our experienced Friends, organizations, and local Meetings to share their wisdom around strategic planning. He emphasized the talents within this Yearly Meeting and how he looks forward to drawing on those. Another Friend asked if there are one or two major concerns driving this need for planning. Ned stated that he is looking to answer the questions: Where do we want to be in five to ten years and what are our priorities? Another Friend asked how this denomination compares to other organizations and their goals and plans. Ned explained his view that fundraising will come after we have a clearer vision of who we are spiritually, and after that we can work toward our priorities.

**Y2019-24** *Catoctin Bathhouse Report*. Ned Stowe (Sandy Spring), General Secretary, updated us on the Catoctin bathhouse, noting that Friends have been using it now for two years. He then updated us on its financial status. The details can be found in his written report. He reminded us that: "The total cost of the project was \$772,735. Member contributions paid more than \$430,000 of the cost up front. The balance, \$340,000, was financed by ten Friendly lenders who provided low-interest loans to BYM Trustees for three to five years at an average interest rate of 2.3 percent (rates ranging from 0.0 to 4.0 percent)." He noted the expected schedule of repayment of the Friendly loans. He also noted that some of the loans were forgiven and thanked Friends for that. He encouraged Friends to give as they feel led, so that obligations can be met.

A Friend wanted to take a moment to appreciate our staff and especially our General Secretary, noting that the work they do requires them to be skilled and spirit-led. The report is **ATTACHED**.

**Y2019-25** *Friends United Meeting (FUM)*. Georgia Fuller (Langley Hill), Adrian Bishop (Baltimore, Stony Run), and Nikki Holland (House of Peace, New Association of Friends, and Friends United Meeting staff member) reported. Georgia reminded us to check out the

FUM website so that we can decide how our YM wants to be involved. She reminded us of the 2020 Triennial in Kenya and invited us to go. She asked us to read her report and invited us to events later this week. Georgia then introduced Adrian and Nikki. They spoke of their work at Belize City Friends Center over the last year and spoke of the three areas which the Belize Friends Ministries focuses on: school, church, and community. Adrian outlined how their work is to turn the school over to the local community. Nikki spoke of her responsibilities in taking over the leading of the school, personal involvement with, and leading for this endeavour in Belize. She read an excerpt from a recent newsletter. The transcript of their remarks is **ATTACHED**.

A Friend reflected on a question raised last year about how we are in danger of becoming a quaint remnant of old-time Quakersim in the modern world if we do not engage with communities around the world. Georgia said that there has been an upswing in engagement in discussing the future of Friends—within both dually-affiliated and FUM-only Meetings. She stated that there are still challenges. Finally, she stated “We do challenges. That is why God put us here.”

**Y2019-26** *Closing Worship*. We settled into a period of closing worship.

### **Wednesday, July 31, 2019—afternoon session**

**Y2019-27** *Opening Worship and Welcome*. After a brief period of settling worship, the Clerk welcomed us back to this session. The Clerk introduced Helen Tasker (Frederick), Recording Clerk.

**Y2019-28** *Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group Report*. Rosie Eck, Co-Clerk Baltimore STRIDE (also Co-Director at Teen Adventure), gave the report. She encouraged us to read Hannah Brown’s (Co-Clerk of Baltimore STRIDE) report. Rosie spoke of how the STRIDE work is done. She spoke of Jossie Dowling as Interim STRIDE coordinator for this summer. She greeted Catoctin campers (who hiked 14 miles from Camp Catoctin to Hood College) as they entered into this space. She said this year has been a process of articulating clearly what the program does in supporting campers and the camps. As they have repeatedly spoken about the program, they have clarified the understanding of their work. Rosie spoke of the desire for campers to connect with the Yearly Meeting and that this process enables those connections to develop. She spoke of how special it is to work with Meetings and the whole BYM community. The Clerk asked other STRIDE program folks to be recognized. A Friend commented on her beautiful experience visiting Catoctin Quaker Camp and seeing the work of STRIDE in action. Hannah Brown’s written report is **ATTACHED**.

**Y2019-29** *Camping Program Committee*. Harry “Scotty” Scott (York), Co-Clerk, gave the report, highlighting the Committee’s ongoing work. He mentioned the four camps: Shiloh, Opequon, Catoctin, and Teen Adventure. He noted that the program involves over 600 people (campers, staff, volunteers) and that the budget is over \$1,000,000. Scotty asked committee members present to stand. Scotty introduced the Camp Directors: Jesse Austell and Rosie Eck, Teen Adventure; Hope Swank, Shiloh; Jesse Miller, Catoctin; and Sean Hickey, Opequon. He mentioned Family Camp Weekends that this Committee co-hosts

with the Camp Property Management Committee. These happen six times a year (twice a year at each of our three camp locations) and include activities, programs, and service projects. Scotty said that reunions at the camps happen every five years. He also noted that the Committee works closely with the Development Director and Development Committee.

Scotty introduced our newest director, Sean Hickey, Opequon, who made some remarks. Sean briefly outlined his long relationship with the camps: from a camper, to counselor, to kitchen manager, and staff person to his present position as Director. He encouraged us to talk to the real experts—the campers—some of whom are with us. Sean said that he thinks a lot about the metaphor of a garden and how it relates to the camps. The staff, volunteers, and committee members are trying to create the conditions so that the campers who, like seeds, intrinsically know how to grow, can do so. Sean spoke of how the staff seeks to create a balance between offering challenging activities and creating a safe space to grow. Giving children experiences of hard fun is key to the work. He ended with a call-and-response song: “Forget your perfect offering// just sing a song that you can sing// there is a crack in everything// that’s how the light gets in.”

We heard the following: A Friend asked about our relationship with the Pigeon family, who owns Opequon. David Hunter, Camp Property Manager, noted that the Camp Property Management Committee is still in conversation with the Pigeon family, who have not seen the way clear to sell the property to us. Many costly improvements need to be made on the site over the long term, so thinking about moving the camp to a different site has begun. A camper from Catoctin shared how it is a great place, discussed some camp legends, lovingly mentioned protective counselors and how he was sure that Opequon and Shiloh are also great camps. Another Friend asked about the STRIDE Program and if it has sufficient members to serve the needs of the YM. Rosie Eck responded that since we have a dedicated STRIDE Coordinator, we have more capacity. She reminded us that the program is still in the building relationships stage. Another camp counselor spoke of her experience of growing up in the camps and making deep connections as an early participant due to the efforts of the STRIDE Program. She has loved being in the camp community, both as a camper and a counselor.

Y2019-30 *Closing Worship*. We closed with a period of worship.

## **Thursday, August 1, 2019**

Y2019-31 *Opening Worship*. We opened with a period of worship.

Y2019-32 *Queries, Reading*. A Reading Clerk read the queries:

How have Quaker tools and practices drawn us into deeper faithfulness individually?  
...in our Quaker community?

A Reading Clerk read this:

Quakers did not invent queries. Mothers did. Without queries, motherdom would be hamstrung.

In my memory, many of my mother's queries are categorized in clusters: "Did you brush your teeth? Did you clean your room? Did you shine your shoes?" A negative response to any of these necessitated corrective measures.

"Ha!" you might argue (if you're in an argumentative mood). "Those aren't really queries. Those are specific questions asking for specific responses."

"You're right," I answer. "But so are many of the queries read at many Quaker business meetings":

Do you participate regularly in meeting for business?

Do you read the Bible?

Do you practice family prayer?

Do you support the public schools?

These queries, like my mother's, are designed to keep me focused on generally accepted principles. Like my mother's, they also carry the implication of a right or wrong answer and the advisability of altering unsatisfactory behavior.

As with Quaker queries, my mother's were not limited to ones requiring only a right or wrong answer. A favorite of hers was, "What did you accomplish today?" I hated that one.

A Query Buff Looks at Queries  
by Barry Morley, *Friends Journal*, May 1, 1988  
<https://www.friendsjournal.org/quaker-queries/>

**Y2019-33** *Introductions of the Clerks' Table and Agenda Review.* Ken Stockbridge (Pattapscot), Presiding Clerk, welcomed Friends to our Annual Session in this 348th year of the Yearly Meeting. He invited Friends at the Clerks' table to introduce themselves: Helen Tasker (Frederick), Recording Clerk; Young Friends Serena Gander-Leach (Adelphi) and Ayiana Croft (Adelphi); Young Adult Friend Devin Gillespie (Homewood), Reading Clerks; Jason Eaby (Nottingham), sound and technology manager; and Rick Post (Langley Hill) assistant technology manager. The Clerk also introduced the Prayerful Presences who hold the Meeting in the Light and remind us of the worshipful way in which we conduct business. He also made several announcements regarding our process and the agenda.

**Y2019-34** *Introductions of First-Time Attenders.* The Clerk asked first-time attenders to stand and be acknowledged.

**Y2019-35** *Growing Diverse Leadership Committee.* Peirce Hammond (Bethesda), Clerk of the Committee, presented the report. He spoke of how the Committee has been involved in visioning a future as an anti-racist community. Peirce spoke of how Clinton and Kathryn Pettus helped the Committee develop the proposed "Declaration of Baltimore Yearly Meeting as an Anti-Racist Organization." He emphasized that some of the language within it is taken from the 2016 revision to the Yearly Meeting Vision Statement, the 2017 and 2018 BYM epistles, and Clinton Pettus's report to the GDL Committee, as footnoted. Peirce

then read the proposed declaration. (The final version of the Declaration as approved can be found at **ATTACHMENT Y2019-72.**)

Peirce made additional comments of how the Committee intends this to be used. He noted that a Friend has suggested changing the word “organization” to “community” as “organization” implies a hierarchical structure and the word “community” does not. He noted that this is meant to be applicable and impactful and is based on using the queries and Quaker process. He emphasized that we must be serious about it if we do adopt it and hold ourselves accountable. We need to record that we have used this process in our Annual Reports and that leadership has applied these queries. He also stated that good practice would be to keep records of the ways this is used, the results when using it, learnings, and recommendations which may come from the process. The idea is that the principles ascribed to in the Declaration would be embedded in how we practice our work at every level of the Yearly Meeting—from committees in local Meetings to the many decisions made at the Yearly Meeting level. We settled into worship as we considered this proposal.

The Clerk asked us to begin with clarifying questions. Friends asked about the end goal of this document. Peirce clarified that adopting the Declaration would mean that we would begin by asking and responding to the queries it poses. As we become more familiar with the practice of stating these responses, they would become integral to our process and may not need to be stated out loud each time. Another Friend on the GDL Committee spoke about how this document would make all of us accountable and asked if this would lock us into being an anti-racist organization. He made the suggestion to flip the order of queries 1 and 2 in the section “A Major Step Toward Becoming More Anti-Racist Is to Vet Decisions We Make” in order to emphasize and prioritize the harm the racist behavior causes rather than how the decision reflects our adherence to becoming an anti-racist community. Another Friend asked how the queries will be reflected in our process and how they could be explicit in our records. Peirce reiterated that this will be an ongoing process and the hope is to internalize these questions. The Clerk added that his role is to ensure that business items which are placed on the agenda are well-seasoned and that as Clerk he can verify in conversations he has with presenters that this process has occurred. The Clerk suggested that we lay this over to a future meeting as this is the beginning of the process. Another Friend shared an adage that she had heard that “management is concerned with doing the thing right, and leadership is concerned with doing the right thing.” She referred to the last section of the document titled “In Love and Peace, We Can Live as Friends” and pointed out that as we welcome diversity, we must also have healthy boundaries, and this means being clear about saying “no.” Another Friend commented that this declaration seems to be reflective of those here at Annual Session and of the work of the Yearly Meeting, rather than being brought by a local Meeting. The Clerk clarified that seasoning in local Meetings is certainly a possibility. Another Friend pointed out that we need to clarify what is basic to our faith and what is non-essential. She added that being clear about this would help people understand whether Quakersism suits them. Another Friend asked where in the statement does it mention boundaries, and why would we want to declare aspects of boundary that have nothing to do with race in this document? The Clerk encouraged us to continue talking about all of these issues as we move forward in the seasoning process.

**Y2019-36 Reading.** A Reading Clerk read:

In my workshops, I often ask people of color, “How often have you given white people feedback on our unaware yet inevitable racism? How often has that gone well for you?” Eye-rolling, head-shaking, and outright laughter follow, along with the consensus of rarely, if ever. I then ask, “What would it be like if you could simply give us feedback, have us graciously receive it, reflect, and work to change the behavior?” Recently a man of color sighed and said, “It would be revolutionary.” I ask my fellow whites to consider the profundity of that response. It would be *revolutionary* if we could receive, reflect, and work to change the behavior. On the one hand, the man’s response points to how difficult and fragile we are. But on the other hand, it indicates how simple it can be to take responsibility for our racism. However, we aren’t likely to get there if we are operating from the dominant worldview that only intentionally mean people can participate in racism.

Robin DiAngelo, *White Fragility: Why It’s So Hard for White People to Talk About Racism*, 2018, Beacon Press, p. 113

**Y2019-37 Clarification.** A Friend asked for assurance from the Clerk that we will return to the Anti-Racist Declaration on Saturday, and the Clerk noted that this is a possibility, depending on how quickly we are able to move through the other business—and this depends on each of us and our ability to be mindful as we work through other business items.

**Y2019-38 Reparations Action Group Report.** Nikki Richards (STRIDE, GDL) gave a report on the informal reparations action group. She noted that there will be an interest group today about this. She said that in May the action group was formed around the question “What would it look like for our community to address reparations?” She outlined the three current areas of work: education, logistics, and communication. Nikki acknowledged the others involved. This group hopes that others will join in their work. The details are in the **ATTACHED** report.

**Y2019-39 Transition.** The clerk welcomed us back from break with the song “Hush, Somebody’s Callin’ My Name,” and others joined in. We then settled into worship.

**Y2019-40 Nominating Committee—1st Reading of Nominations.** Co-Clerks Erik Hanson (Sandy Spring) and Deborah Haines (Alexandria) gave the report. They brought the full slate of committee memberships, drawing our attention to the nominees, noting that the second reading will be later this week.

Deborah Haines noted that we have more than 200 people serving on committees, and she asked committee clerks to consider if their committee is right sized. Erik noted several updates to the printed report, and Deborah encouraged Friends to communicate any corrections or additions. After the second reading, the final slate will appear in the Yearbook.

**Y2019-41 Search Committee—2nd Reading of Nominations.** Rebecca Rawls (Langley Hill) presented the slate below, the first reading having occurred at June Interim Meeting.

Search Committee of BYM  
2019 Nominations  
Second Reading, August 2019

**Yearly Meeting Officers:** (all serve 2-year terms)

Presiding Clerk: Ken Stockbridge, Patapsco (14)

**Recording Clerk: Margaret Boyd Meyer, Stony Run (19)**

**Treasurer: Jim Riley, Hopewell Centre (1/20) (term expires 12/21)**

**Assistant Treasurer: Arthur Meyer Boyd, Stony Run (1/20) (term expires 12/21)**

**Interim Meeting Officers:** (all serve 2-year terms)

Clerk: Marcy Baker Seitel, Adelphi (16)

Recording Clerk: Arthur David Olson, Takoma Park (14)

**Supervisory Committee:**

(This committee has 2-year terms)

**2020**

Peirce Hammond, Bethesda (16)

Ramona Buck, Patapsco (18)

**2021**

**Josh Riley, Hopewell Centre (17)**

**Adrian Bishop, Stony Run (17)**

Ex-officio committee members:

Tom Hill, Treasurer (until 12/31/19)

Marcy Baker Seitel, Clerk of Interim Meeting

Ken Stockbridge, Presiding Clerk

**Nominating Committee:**

(This committee has 3-year terms)

**2020**

Chip Tucker, Charlottesville (17)

Kathryn Munnell, Homewood (17)

Alex Bean, Adelphi (17)

Deborah Legowski, Sandy Spring (18)

**2021**

Rebecca Rhudy, Patapsco (15)

Kevin Caughlan, Sandy Spring (18)

Jolee Robinson, Adelphi (18)

Gene Throwe, FMW (18)

**2022**

**Ollie Moles, Langley Hill (16)**

**Deborah Haines, Alexandria (16)**

**Karie Firoozmand, Stony Run (19)**

**Marilyn Rothstein, Gunpowder (19)**

Names in bold type are being nominated or re-nominated at this time. All other names are for information only.

Dates above each group of names indicate year when the present term of service will end.

**Y2019-42 Treasurer's Report.** Tom Hill (Charlottesville), Treasurer, reported. He reviewed his role, the process, the audits, investments, balance sheet, and the Miles White Beneficial Society. He emphasized the fact that we are in a steady financial situation. A written version of his report is **ATTACHED**. The financial documents to which he referred are elsewhere in the Yearbook. The Clerk asked us to take questions directly to Tom before Saturday's second reading of the budget.

**Y2019-43 Development Report.** Mary Braun (Patuxent), Development Director, and Liz Hoffmeister (Bethesda), Clerk of the Development Committee, reported. Their Advance Report is **ATTACHED**.

Mary Braun asked committee members to stand and be acknowledged. She emphasized that she took this job because she believes in our work and our gathered community. She emphasized that the money comes from each of us and that we create Baltimore Yearly Meeting. She reviewed the various ways we can give. She went over two graphs: one emphasized the historical view of our giving toward development, and one showed how much money it takes to raise \$1.00 in development funds. She also emphasized the need for giving fundraising for long term growth and sustainability. She stated that we are at 21% of our goal at this time. She also noted that we secured over \$18,000 in grants and have 276 donors. She also talked about apportionment but emphasized that development dollars enable us to do more. She also touched upon planned giving. The Clerk asked us to ask direct questions to Development Committee members.

**Y2019-44 Stewardship and Finance Committee—1st Reading of Budget and Apportionments.** Karen Cunnyngham (Annapolis), Clerk of the Committee, asked committee members to stand and thanked them as well as the staff for their hard work. She noted that the Provision for Plant Replacement, Renewal and Special Maintenance (PPRRSM) fund and the STRIDE Coordinator are new items. She highlighted the fact that some cuts came from reductions to organizations to which we send representatives, and the budget totally cut funds to organizations to which we do not send representatives. Monies for committees have also been reduced, but a separate fund for committee expenses will allow for additional committee requests if needed. She noted that money given for diversity work has also been used to balance this proposed budget. She explained that this budget relies on Meetings to pay their full apportionment, unlike other years. She emphasized that this budget relies on increased donations. She explained the new PPRRSM fund sets aside money for camp properties rather than relying on restricted funds. Karen also described the Committee’s ongoing discussion with the Trustees and General Secretary about refinancing Friendly loans, as the loans will need to be paid off in a few years. She encouraged Friends to go to the interest groups to further discuss the budgets. The second reading of the budget and apportionments will be on Saturday. Those items, as approved, and her budget notes are included in the Financial Reports section of the Yearbook.

We heard from various Friends about the following: The Clerk clarified that the STRIDE Coordinator position is not new, but our funding of it is new. He noted and expressed appreciation that Stewardship and Finance presented a balanced budget. A Friend asked for clarification about the apportionment formula. Karen clarified that most Meetings pay 25% in apportionment, but some Meetings asked to pay less because of difficult financial circumstances.

**Y2019-45 Reading.** A Reading Clerk read the following:

Ministry has often been defined as categorically different from occupational choice or even vocational pursuit. Rooted not in cultural expectations for productivity, but in ancient religious story and metaphor, ministry is entered into as a “calling.” ...

We experience this calling so profoundly that we have no choice but to say “yes” to it even when we feel inadequate to the task; even when doing so could jeopardize our security, our peace of mind, and our physical comfort.

In the broadest terms, our call embraces advocating for those on the margins, the poor, the vulnerable, and those treated unjustly... Division based on race and culture can only be worked out in diverse community. There is an urgent need to come together and not and not be driven farther apart by the divisions of the larger culture.

Jacqueline J. Lewis and John Janka  
*The Pentecost Paradigm: Ten Strategies for  
Becoming a Multiracial Congregation,*  
2018, Westminster John Knox Press.

**Y2019-46** *Announcements and Closing Worship.*

## **Friday, August 2, 2019**

**Y2019-47** *Opening Worship.* We opened with a period of settling worship.

**Y2019-48** *Introductions of the Clerks’ Table and Agenda Review.* Ken Stockbridge (Paptasco), Presiding Clerk, welcomed Friends to this Annual Session in our 348th year of Baltimore Yearly Meeting and thanked us for being here. Friends at the Clerks’ table introduced themselves: Helen Tasker (Frederick), Recording Clerk; Young Friends Miles Hudson (Sandy Spring) and Jake Regal (Montclair, NJ), along with Young Adult Friend Jennifer Vekert (Sandy Spring), Reading Clerks; Jason Eaby (Nottingham), sound and technology manager; Rick Post (Langley Hill) assistant technology manager.

**Y2019-49** *Roll Call of Meetings.* The Reading Clerks read out the list of Meetings, and Friends stood as their Meeting was called. Photos of Friends gathered at their Meetings were displayed as each Meeting was called.

Adelphi	Gunpowder
Takoma Park Preparative	Herndon
Alexandria	Fauquier Friends Worship Group
Annapolis	Homewood
Baltimore, Stony Run	Hopewell Centre
Bethesda	Langley Hill
Blacksburg	Little Britain
Carlisle	Eastland Preparative
Charlottesville	Penn Hill Preparative
Deer Creek	Little Falls
Dunnings Creek	Mattaponi
Floyd	Maury River
Frederick	Menallen
Friends Meeting of Washington	Midlothian
Gettysburg	Monongalia
Goose Creek	Buckhannon Preparative

---

Nottingham	State College
Patapsco	Valley
Patuxent	Augusta Worship Group
Pipe Creek	Warrington
Richmond	West Branch
Roanoke	Williamsburg
Lynchburg Indulged	Norfolk Preparative
Sandy Spring	York
Shepherdstown	

**Y2019-50 Junior Yearly Meeting (JYM).** Carol Seddon (Stony Run), JYM Co-Clerk, presented the report, which is below. She mentioned her Co-Clerk, Alex Bean (Adelphi). Behind her was a slide with the names of staff who volunteered this week with the JYM program.

JYM Report

August 2, 2019

This year we have had 40 children ages 2 through 14yo. This number is an increase by about 10 children! This is great and we are pleased to welcome some new families to our community. Please help us spread the word at your local Meetings that BYM is free for kids. This is our future, and we would love more children here!

The children who have gathered with us this year are exploring the theme “Quaker Seeds” through stories, games, activities, and the ever important “teachable moments.” The children’s interactions with non-JYM members of our faith community during Capture the Flag, All-Age Celebration, Intergenerational Plenary, and less formal times, play a crucial role in their development as Quakers and growing members of our BYM community. We encourage all to join us and get to know the younger members of our community. “It takes a village” to keep our young families supported, engaged, and to keep returning.

JYM could not happen without the support of many adults, YAFs, and YFs. Thanks to all of our workers. This year, we again struggled with finding enough staff. Like much of the work of the Yearly Meeting, a number of our long time regulars have moved on to other things. We are using spaces that are not designed for small children and are in older buildings, so we are creative in the way we are using space. More staff is needed in order to give children the physical space that they need for themselves and from each other. Community works best when people have the space that they need. More adult involvement will add to our ability to create this space. We want the entire community to know that working with our kids is a great way to get involved, save some money on Annual Sessions costs, and have a great time! Please join us!

She showed a slideshow with photos taken of JYM this week.

**Y2019-51 Queries.** A Reading Clerk read the queries:

- What perils and pitfalls have we experienced in using Quaker tools? What has helped to overcome these challenges?

**Y2019-52 Reading.** A Reading Clerk read the following:

We believe God calls all of the church to the work of inclusion, justice, and peace-making. And we believe that every monocultural congregation is called to dismantle racism and xenophobia. This means embracing the diversity in our communities and leading the larger culture on issues of inclusion...

God has not called the church to circle the wagons in the interest of the status quo or avoid issues that challenge dominant thought; nor has God called the church into community for comfort alone. It is the faith community that must question conventional wisdom. The church is uniquely called to confront injustice, exclusion, and fear. ... It is also true that much of the church has too often avoided difficult conversations in the interest of congregational harmony. In so doing, congregations create a culture of silence on these issues. Rather than create discomfort, congregations have accepted the false social construct of “race” and embraced an underdeveloped theology that reinforces the siloing of human community into separateness. Addressing racism and xenophobia should be viewed by faith communities as an essential spiritual practice.

Jacqueline J. Lewis and John Janka  
*The Pentecost Paradigm: Ten Strategies for  
Becoming a Multiracial Congregation,*  
2018, Westminster John Knox Press. p. 8.

**Y2019-53 Introductions of First-Time Attenders, Visitors, and Travel Minutes.** The Clerk asked first-time attenders to stand and be acknowledged. He then asked visitors to stand and introduce themselves.

- Eileen Flanagan (Chestnut Hill, Philadelphia YM), Carey Lecturer, introduced herself and announced her workshop. Her travel minute from Chestnut Hill was read by a Reading Clerk.
- Annie Chiorazzi (Friends Committee on National Legislation-FCNL) introduced herself, and her travel letter from FCNL’s General Committee was read.
- Shoshana Abrams (FCNL Advocacy Team Manager) introduced herself, and a letter of introduction was read.
- Christine Ashley (Whittier Friends Meeting, Iowa YM, Quaker Field Secretary, FCNL) announced her workshop, and her travel letter from the FCNL General Committee was read.

**Y2019-54 Spiritual State of the Yearly Meeting Report—Ministry and Pastoral Care.** Co-Clerk Rebecca Richards (Gunpowder), David Fitz (York), and Greg Robb (Friends Meeting of Washington) presented the Spiritual State of the Yearly Meeting Report, which appears on page one of the Yearbook. She added that Tim Hunt (Langley Hill), along with those presenting, read all the Spiritual State of the Meeting Reports, from which they drew.

**Y2019-55 Grow Our Meetings Working Group.** Victor Thuryoni (Adelphi) gave the report. He referred to their report on “Thinking About Growth,” which is **ATTACHMENT Y2019-55A**. He talked about growth and how this is a complex and multi-faceted topic that presents issues for the Yearly Meeting and even our local Meetings. But even as we seek to grow, we have to answer questions about growth and about who we are and what we want

to be. He explained that local Meetings need to plan for growth, and the Working Group will help local Meetings facilitate these conversations.

He also spoke about the need for us to be welcoming to people of diverse theological views and asked us to adopt the following minute to set up the process to create a statement on theological diversity, as presented in a separate Advance Report, which is **ATTACHMENT Y2019-55B**. The minute is below:

*Proposed minute on theological diversity seasoning process*

**The working group asks the Yearly Meeting to embrace the process for seasoning the proposal from the Working Group on Growing Our Meetings to adopt a minute on theological diversity.**

He mentioned the workshop scheduled for Saturday, in which Friends are invited to help craft a statement on theological diversity among BYM Friends. The Clerk clarified that the Working Group proposes a process to develop the statement. We will return to this on Sunday. We settled into closing worship.

**Y2019-56 Memorial Meeting for Worship.** Several Friends read excerpts from the Memorial Minutes for the following Friends who were active in the Yearly Meeting: Susan Lepper (FMW); John Davidson “Jack” Fogarty (Sandy Spring); Betty Hutchinson (Annapolis/Sandy Spring); Joseph E. “Joe” Rogers (Chestertown, PhYM and Seneca Valley/Sandy Spring); Edward “Ted” Kenneth Hawkins (Bethesda); Elizabeth Ann “Susie” Hutcheson Fetter (Gunpowder). Each reading was followed by a period worship out of which Friends shared reflections.

## **Saturday, August 3, 2019**

**Y2019-57 Opening Worship.** We settled in for a period of worship.

**Y2019-58 Queries, Reading.** A Reading Clerk read the queries:

- How can we share Quaker tools to help address challenges in the wider world?  
How can we keep them fresh and adaptable in an ever-changing world?

Then another Reading Clerk read this:

So the real question is whose comfort, whose pace, whose toleration are we talking about?

While we wait for that answer, people are actually dying.

Friends, we cannot endure this pace any longer. The time has come to commit to sustained discomfort. To refuse to shift our attention as the fads come and go. To understand that our very ability to choose to do so reveals our privilege, and our very willingness to do so reveals the fragility of our solidarity with those who have no choice in the matter.

True solidarity means we do not get to make the decisions and we do not get to walk away; we must follow the lead of those most impacted by the injustice in our system, and see it through to the end.

We must plant our feet, and refuse to be moved. Speak our truth, and refuse to be silenced.

We must commit to sustained discomfort not only for ourselves but for all around us, until we are no longer able to endure the denigration of our own humanity that takes place when any one of our brothers and sisters is put down, put in their place, or put away.

Selection from the essay, “Dear Fellow White People,”  
by Hannah Adair Bonner,  
as presented in New England Yearly Meeting’s  
Committee on Racial, Social and Economic Justice’s  
Healing Racism Toolkit.  
<https://neym.org/dear-fellow-white-people>

**Y2019-59** *Introductions of the Clerks' Table and Agenda Review.* Ken Stockbridge (Patapsco), Presiding Clerk, welcomed Friends to this Annual Session in the 348th of Baltimore Yearly Meeting and thanked us for being here. Friends at the Clerks' table introduced themselves: Helen Tasker (Frederick), Recording Clerk; Young Friends Robert Finegar (Sandy Spring) and Megan Roush (Sandy Spring) and Young Adult Friend Jennifer Vekert (Sandy Spring), Reading Clerks; Jason Eaby (Nottingham), AV manager; Rick Post (Langley Hill) AV assistant technology manager. The Clerk reviewed the ambitious agenda. The Clerk also introduced the Prayerful Presences who hold the meeting in the Light and remind us of the worshipful way in which we conduct business.

**Y2019-60** *Introductions of First-Time Attenders and Visitors.* The Clerk asked first-time attenders to stand and be acknowledged. He then asked visitors to stand and introduce themselves, and one Friend did so:

- Rachel Bergsieker (Washington, DC Peace and Economic Justice Office, American Friends Service Committee).

**Y2019-61** *Nominating Committee—2nd Reading of Nominations.* Co-Clerks Deborah Haines (Alexandria) and Erik Hanson (Sandy Spring) reported. Erik thanked Friends for their service. They noted two additional updates to the first reading. The Clerk asked about representatives to the Friends United Meeting (FUM) Triennial, and Deborah Haines clarified that these names will be brought to March Interim Meeting. Corrections to the roster were noted. The nominations were **APPROVED** and are reflected in the Yearbook. Deborah Haines expressed the Committee's deep appreciation for Erik and his faithful service.

**Y2019-62** *Friends Peace Teams (FPT).* Bob Rhudy (Patapsco), BYM Representative to FPT, gave the report and reviewed FPT's work. He also related his history in becoming involved with this organization. He encouraged us to read his Annual Report and check out

the materials on the display table. The FPT website, highlighting some of the work, was displayed. He began with describing the history of the organization. He will continue as an alternate rep to the organization. He emphasized that he would like to see more Young Adult Friends involved. He read a statement from a Young Friend in New Zealand, describing the excellent training that was received. He concluded with a quote from Nadine Hoover, founder and current co-coordinator of Friend Peace Teams' Asia and West Pacific Initiative, speaking at Northern Yearly Meeting's Annual Session:

“We suffer from a public crisis of faith brought on by the myth that human destructiveness is greater than the power of life... Can we reclaim our faith in the power of life? Can we post a photo of Hiroshima today on our wall, where the grass, trees and birds are back, the people are back, the city is busting with life? This does not diminish the magnitude of the human tragedy of dropping an atomic bomb on a city, but the power of life is greater than any human destructiveness or industry. We call people to trust and therefore rely on the Spirit of Life. To believe that not only peace is possible, peace with the earth and humanity is the only path to sustainable society. We testify that peace IS possible, reliable and essential and call on everyone to stand up for and demand the end of state-sanctioned violence and the full commitment to peace with the natural world and humanity.”

**Y2019-63** *Peace and Social Concerns Committee—Cummings Letter*. The Clerk explained the context for a letter from BYM proposed by the Committee that expresses appreciation to US House Representative Elijah Cummings for his long history of faithful service. The Clerk asked Friends to consider sending the letter, and we immediately **APPROVED** sending it, of which a copy is **ATTACHED**.

**Y2019-64** *Quaker Earthcare Witness (QEW)*. Barb Adams (Richmond), BYM Representative to QEW, read her report which described their work over the past year. She had hoped to play a video clip of a speech by Greta Thunberg to the United Nations but was not able to do so. Her report is **ATTACHED**.

**Y2019-65** *Unity with Nature Committee*. Debbi Sudduth (Goose Creek) introduced Kallan Benson (Young Friend, Annapolis), who reported about her work on environmental justice with the group Climate Stewards of Greater Annapolis. Kallan presented a slideshow, “Youth and Climate Change.” She spoke of her ongoing witness for environmental justice, including her vigil outside the Maryland General Assembly during the spring legislative session. Kallan reviewed many of the effects of climate change. She spoke of the recent flooding in Frederick (just blocks away from our site here at Hood College) as an example of the disruptive effects of climate change. Kallan discussed her work with Greta Thunberg, young Swedish activist and Nobel Prize nominee and is anticipating meeting with her this fall. Kallan encouraged us to participate in Parachutes for the Planet and Fridays for the Future, in which youth around the world participate. Kallan spoke lovingly of her mentor from Annapolis Meeting who recently passed. She mentioned the Week for Future and Strikes September 20-27. The Clerk noted our appreciation for her work. A Friend spoke of an article by Kallan in the January-February-March 2019 Quaker Earthcare Witness newsletter.

**Y2019-66** *Right Relationship with Animals Working Group*. Dayna Bailey (Penn Hill), Edie Silvestri (Langley Hill), and Margaret Fisher (Herndon) reported on the Working Group's work over the past year. The Working Group extends an invitation to us to consider reserving one day where all of our meals are animal free and welcomes us to continue this conversation with members of the Working Group. A written version of their oral report, along with their Advance Report, is **ATTACHED**.

**Y2019-67** *Friends General Conference (FGC)*. Becka Haines Rosenburg (Alexandria), one of our BYM Representatives to FGC Central Committee, reported. She encouraged us to check the resources on the website. She mentioned the extensive resources which are available from FGC and asked Friends to raise their hand if they have been on an FGC committee. She described the Annual Gathering and announced that the Gathering will be in Virginia next year, and there are about 50 Friends (many from BYM) involved in the planning. She introduced the Clerks of the 2020 Gathering Committee. She ended by describing FGC's "Institutional Assessment on Systemic Racism" and how the organization is in the implementation phase of addressing this. She shared the query that FGC uses to check their counteracting racism practices: "How does this decision support Friends General Conference in its goal to transform into an actively anti-racist faith community?" She invited Friends to hold the 2020 Gathering in the Light with the planning committee each Sunday at 5:00 PM. The Clerk thanked her for the report. The Representatives' Annual Report can be found in the Reports of Affiliated Organizations section of the Yearbook.

**Y2019-68** *Transition*. We were brought back from break with the song "Magic Penny."

**Y2019-69** *Reading*. A Reading Clerk read:

...It is our experience that our community has been in a state of contentiousness and unfriendliness that has separated us in what seem to be secular ways. Several factors have contributed to this condition: tensions regarding a vision for undoing racism; adjustment to new structures; abuse of social media; the unfamiliarity that many Friends seem to have with Quaker decision-making practices in large groups; and hurtful behavior that has gone unaddressed. Some Friends stay away either out of frustration or because our public conflict is uncomfortable.

It can be hot and messy when we do not manage conflict well. When we are challenged, it is essential that we stay in relationship with one another while seeking the way forward and resolving individual differences. Love still abides in and with us. We can, in all humility, love one another even when there are painful differences.

...with God's help, we can transform these struggles into something new—strong, penetrating and effective to address all matters before us, including our concerns with racism.

A Letter to Philadelphia Yearly Meeting  
from the Former Clerks  
April 2019

**Y2019-70** *Introduction and Announcement.* The clerk noted that Kenyan Friends, now living in Baltimore who worship under the care of Stony Run, arrived here today. He extended the invitation for a programmed worship (in their tradition) and a tea hosted by the United Society of Friends Women International. He invited these Friends to introduce themselves, and Damaris Kifude (Stony Run) did so.

**Y2019-71** *Stewardship and Finance Committee (S&F)—2nd Reading of Budget and Apportionments.* Clerk Karen Cunyningham (Annapolis) updated us on changes since the First Reading. She clarified that we will not be putting in the \$25,000 at this point for future planning, but it may come back to us through Interim Meeting. She noted the changes and how those changes are reflected in the revised budget. She encouraged people here to reach out and provide feedback on the apportionment process.

We heard from Friends about the budget. A Friend asked about where development fund goals are reflected in the budget, and Karen clarified that this can be seen in line 46-Total Contributions. The Clerk of the Development Committee emphasized that this money is above and beyond apportionment from Monthly Meetings and emphasized the need for continued donations so that we can meet the goal. She also noted that this may include grant monies, if such monies are secured. The Clerk said that when we approve a budget we are expressing our intent to fulfil the goals.

Friends **APPROVED** the Operating, Capital, and Apportionment Budgets which appear in the Financial Reports section of the Yearbook.

**Y2019-72** *Growing Diverse Leadership—Declaration by Baltimore Yearly Meeting as an Anti-Racist Faith Community—Second Reading.* Peirce Hammond (Bethesda) noted the changes to the revised document, including the title, a subtitle, and the rearrangement of some of the queries.

The Clerk had us settle into worship before opening the floor to comments. Friends voiced concerns that because local Meetings have not been involved in the seasoning of this, it may make Meetings feel as if this was imposed on them. We heard that we have a widely held understanding that our Yearly Meeting is not a hierarchical organization that imposes authority on its local Meetings. Other Friends emphasized that if we approve this, those of us who are here would be compelled to bring this document and the queries it sets forth to our work in our local Meetings. It was stated that even if we do not approve this, we could still use the document to check ourselves. Others expressed deep appreciation for the Young Adult Friends who have brought this concern to us and described their work as prophetic ministry. We were reminded that these queries, and other tools taught in our plenary session, have already been used by the Change Groups and other groups in our Yearly Meeting. We heard several advices: A Friend asked how can we measure this work of the heart? We heard discussion about what it meant to say that we are an “anti-racist faith community.” We became clear that it did not mean that we had arrived at the final stage of ending racism within our community, which is work that could take a hundred years or more. It meant that we were committing ourselves to work diligently toward that end. We also heard that it means we must work simultaneously to dismantle racism both

---

within our Yearly Meeting community and in the wider world. Another Friend suggested the term “erace-ism” rather than “anti-racist” or “anti-racist” to express our intention in a positive and proactive way. One Friend spoke of the difficulty of becoming numb to racist statements by dominant powers but added that he sees the richness of God working among us to change ourselves so that we can change our world. The Clerk tested the sense of the Meeting several times, with Friends voicing approval but still moved to comment. He asked if any Friends felt a stop to going forward. After a period of settling worship, Friends **APPROVED** the “Declaration of Baltimore Yearly Meeting as an Anti-Racist Faith Community,” which is **ATTACHED**.

**Y2019-73** *Epistle of Baltimore Yearly Meeting—1st Reading.* Meg Regal (Sandy Spring), Rebecca Richards (Gunpowder), and Peirce Hammond (Bethesda) prepared the draft epistle, which they read. It will come before us tomorrow for the second reading.

**Y2019-74** *Announcements and Closing Worship.*

**Y2019-75** *Reading.* A Reading Clerk read the following:

On another occasion the meeting was unusually restless and this restlessness seemed to increase as the time for closing the meeting approached. Suddenly [William] Bacon Evans arose and in his abrupt way said, “Two skeletons were hanging in a closet.” Pause. “One skeleton said to the other, ‘If we had any guts we would get out of here.’” Then he sat down.

From *The Wit and Wisdom of William Bacon Evans*  
Pendle Hill Pamphlet #146, p. 39.

## **Sunday, August 4, 2019**

**Y2019-76** *Opening Worship.* We opened with a brief period of worship.

**Y2019-77** *Readings.* A Reading Clerk read the following:

At my art college, in the context of equity, students have taught me a very important “Eureka Moment” lesson about equity of access, which may also be worth being mindful of in terms of economic, age, and racial bias: “First come, first served” is the bastion of blind privilege. It sounds “fair,” but it always favors 1) people with the best communications connections, 2) the most ready money, 3) the capacity to risk changing circumstances, and 4) confidence of being welcome. We have banned “first come, first served” for jobs, rooming, and courses.

Note to the Clerk  
Baltimore Yearly Meeting Annual Session 2019  
from Annie Storr, Adelphi Meeting

Another Reading Clerk read the following note left at the Clerks’ Table:

To my Beloved Community—

Some of you are not listening. And when someone did hear, there was no space for the message. (Sigh).

The message: You are Quakers! You are all independent thinkers! You can all listen to the still small voice! If the queries from the Antiracism minute resonate within your heart, you are responsible for keeping them alive in all your decisions. This is not about BYM being mindful; this is about each and every one of you being mindful. Keep your minds open. Listen. Then Listen more.

All my deep and abiding Love—

Spirit

After a moment of worship, the Clerk encouraged us to notice who is speaking and encouraged us to consider the query: Is it time for us to step back, so that others may step forward?

**Y2019-78** *Introductions of the Clerks' Table and Agenda Review.* Ken Stockbridge (Patapsco), Presiding Clerk, welcomed Friends to the final day of our Annual Session in the 348th year of Baltimore Yearly Meeting. Friends at the Clerks' table introduced themselves: Helen Tasker (Frederick), Recording Clerk; Young Friends Sonny Kennison (Homewood) and Hannah Regal (Montclair, NJ) and Young Adult Friend Savraj Moore (Maury River), Reading Clerks; Jason Eaby (Nottingham), sound and technology manager.

**Y2019-79** *Plenary Reports.* The Clerk clarified with the body whether we should hear the plenary reports read aloud. Friends asked them to be entered into the record. They include: Tuesday's plenary by Patti Nesbitt; Wednesday's plenary offered by Young Adult Friends, and Saturday's Carey Lecture presented by Eileen Flanagan. They appear below.

Report on Tuesday's Plenary Session Given by Patti Nesbitt (Sandy Spring)

We were blessed to hear Patti Nesbitt share from her transformational journey the "tools" that have sustained her travels around the globe and across vast heart spaces. Patti told us that "Quaker Tools for the Journey" both nurture and propel us forward; they sustain and empower. She shared an affirmation that grew out of being challenged at the edge of life, fighting cancer. Spirit breathed over her shoulder, into her ear: "You are loved. You are not alone. You will be OK." This assurance of God's presence, the experience that Spirit indeed speaks to our condition, has never left her and has been a touchstone in other difficulties. And it is far from the only tool in her "tool belt." Having the right tool is a lesson Patti learned from her "fix-it" Dad, and her own career of nursing. For Patti, developing the Quaker tools has been a life-long passion.

One specifically useful tool Patti spoke of extensively and with great effect is the Travel Minute. She relayed how warmly she and husband Michael were received in their travels as they presented their Travel Minute. That particularly when visiting another Yearly Meeting or in sensitive situations, as they found themselves in Christchurch NZ following the mass killings at the Mosques there, the endorsement of our Yearly Meeting gave their presence a deep grounding and credibility.

More recently, as witness to a tragic and deadly accident, Patti again drew on these deeply engrained tools. She was able to stay with and offer loving care to both the de-

ceased and the first responders. With calm compassion she was able to reassure them all: You are loved. You are not alone. You will be OK.

Prepared by Rebecca Richards (Gunpowder)

Report on Wednesday’s Plenary Session Given by Young Adult Friends (YAF)

YAF is grateful to Tom Webb for being the driving force and organizer behind this year’s plenary on transformation and racism. Through his guidance, YAF taught an introductory process on how to access the “heart space” within oneself and one another to engage in, not closed or combative, but transformative dialogue on the subject. We are thankful to all who came and hope that this in turn fosters growth in planting seeds of understanding as to the journey we must each undergo in dealing with our own capacity for racism. Recognizing once more that our work has only just begun, YAF is ready to move forward in having the difficult conversations needed to face the conflict of racism found not just outside our community, but within it as well. We hope that you will join us.

Prepared by YAF

Report on Saturday’s Plenary Session Given by Eileen Flanagan (Philadelphia YM)

At its Annual Session in Frederick, MD, Baltimore Yearly Meeting has been deeply and richly blessed by Eileen’s faithful and inspired ministry through her workshop, plenary address, and countless interactions with individual Friends throughout her time with us. In living out her prophetic leading, she has helped equip and encourage us to discern and live out our own, finding the courage to do so, and nurturing each other to do so as well. In her faithfulness to her leading, she has called us to faithfulness in ours. She has helped us understand the tools we need and have for our own transformation, which in turn can transform our troubled world. We are deeply grateful.

Endorsement to Eileen’s Travel Minute  
written by BYM Presiding Clerk

**Y2019-80** *Roll Call of Committee Clerks.* The Clerk called out the names of committees and working groups, leaving space for them to announce their clerks. Their names will be printed at the top of the committee rosters in the Yearbook.

**Y2019-81** *Report of Registrar.* Barbarie Hill (Charlottesville), Registrar, reported 395 attenders, 10 short of our 405 in 2016, with 100 more attending than last year. There were 22 adult first-time attenders on Saturday. See the report below.

	2019	2018	2017
Total Attendance	395	295	405
First-Timers	87*	22	
Children (2-14)	43	20	
Young Friends	19	16	

\*22 adults came for the first time on Saturday

**Y2019-82** *Report of Bookstore Manager*. Michael Conklin (Sandy Spring) reported for Steve Morse (Langley Hill). Michael Conklin expressed appreciation for Steve Morse's work to change our model of how we order. He encouraged workshop leaders to suggest books for the bookstore. He explained that there are three people who have been working on this committee: Michael Conklin, Steve Morse, and Nancy Moore (Baltimore, Stony Run). Michael hoped Friends would express appreciation to Steve Morse for his work. Total sales were \$3,900. We paid \$2,020 to vendors; the cost of books is \$1,850, leaving us with a net of \$170.

**Y2019-83** *Report of Program Committee*. Clerk Barb Platt (Sandy Spring) thanked us for our work, made announcements, and encouraged us to fill out the evaluation. She encouraged us to sign the BYM Register and invited us to come to Annual Session on July 27 through August 2nd, 2020, for which the theme will be *Courage, Faith and Hope to Love Across our Differences*.

**Y2019-84** *Growing Our Meetings Working Group—Proposed Minute on Theological Diversity Seasoning Process—Second Reading*. Victor Thuronyi (Adelphi) presented the second reading of the proposed minute in bold, below, which is presented with background in **ATTACHMENT Y2019-55B**.

**The Working Group asks the Yearly Meeting to embrace the process for seasoning the proposal from the Working Group on Growing Our Meetings to adopt a minute on theological diversity.**

The Clerk explained that this Working Group is asking us to embrace the process for creating a theological diversity statement, which includes working with committees of the Yearly Meeting and local Meetings. A Friend noted that in addition to faith diversity, diverse forms of worship are also in need of being embraced. Friends **APPROVED** the proposal.

**Y2019-85** *Epistles of Baltimore Yearly Meeting*. We heard epistles from:

- *Junior Young Friends*. Ob Cooler-Stith (Adelphi/Sandy Spring) and Graham Hill (Charlottesville) presented the Junior Young Friends Epistle.
- *Young Friends*. Robert Finegar (Sandy Spring), Clerk of Young Friends Epistle Committee, read the Young Friends Epistle to us.
- *Young Adult Friends*. Amrit Moore (Maury River) presented the Young Adult Friends Epistle.
- *Women's Retreat*. Betsy Tobin presented the Women's Retreat Epistle.

Attaching these epistles to the Yearly Meeting epistle was **APPROVED**.

**Y2019-86** *BYM Epistle*. Meg Regal (Sandy Spring), Rebecca Richards (Gunpowder), and Peirce Hammond (Bethesda), this year's Epistle Committee, presented the second reading of the Yearly Meeting Epistle. We heard improvements to the epistle which were noted and will be included in the final version.

The Clerk reminded us that, to test our decisions, we approved using queries from the Declaration by Baltimore Yearly Meeting as an Anti-Racist Faith Community," which

were read:

1. How could this decision affect those who have been harmed by racist behavior?
2. To what degree have privilege, class, stereotypes, assumptions, and our ability to include other perspectives affected this decision? Will this decision promote equity, diversity, and inclusiveness? Will it enable us to be more friendly and whole?
3. How will we provide opportunities for those most likely to be directly affected by our decision to influence that decision?
4. How does this decision support the declaration of our Yearly Meeting that we are an anti-racist faith community?

The epistle was **APPROVED**. The Clerk expressed thanks to the Epistle Committee.

The epistles appear in the epistle section of the Yearbook and are sent to Friends around the world.

**Y2019-87 Minutes.** Minutes were read, improved, and approved throughout the session.

**Y2019-88 Minute of Appreciation to Helen Tasker, Recording Clerk.** The following minute of appreciation was read and **APPROVED**.

Baltimore Yearly Meeting minutes its gratitude for the six years of diligent and faithful service of Helen Tasker as Recording Clerk of our Annual Sessions. We appreciate the deep listening, loving care, kindness, warm smile, determination, and courage with which she approached her difficult task. Her efforts revealed a desire to make sure that Friends knew they had been heard. Thank you, Helen!

**Y2019-89 Announcements and Closing Worship.** We closed with worship.

Respectfully submitted,  
Helen Forsythe Tasker, Recording Clerk

## **ATTACHMENT Y2019-08**

### **REPORT FROM INTERIM MEETING**

#### **BYM Interim Meeting Report Annual Session 2019**

#### **OVERVIEW**

We left Annual Session 2018 with unfinished work to complete, and in fact it took us most of the year to see this work through. Quite a bit of new business came forward through the year, as well. Our three Interim Meetings were long, one being well over the four hours allotted for Interim Meeting. But business happened at a good pace. Committee clerks and staff members mostly prepared reports well ahead of time so that Friends could come to Interim Meetings prepared. More than seventy-five Friends attended each meeting, with representatives from most of our local Meetings attending at least one meeting.

#### **Seasoning the way forward for the STRIDE program**

When we gathered in August 2018, we did not reach agreement on how to continue the work of the STRIDE (Strengthening Transforming Relationships in Diverse Environments) program with regular support from BYM. We really got ourselves into a difficult situation and didn't create enough of a path for ourselves to get through it. We had to find a path and figure things out. As a worshipping body, we approved the STRIDE program in 2015, a program to begin with start up funds provided by the Shoemaker Fund. The minutes of IM in 2015 did not indicate a clear mandate that the program would be continued after three years, or if there should be a decision made on whether to continue after three years. For those participating in the program and making it successful, along with a number of other BYM Friends, there was a clear expectation – to continue the program with funds raised by BYM when the grant funds were finished. Because everyone did not have the same expectation, the seasoning process was difficult. This created a lot of difficulty and heart felt work for Clerk of Interim Meeting!

Since we took on the STRIDE program, we made two other decisions that greatly affected our budgeting, especially for our 2020 budget (to be considered at this 2019 Annual Session). First, in the fall of 2016, we agreed to build a bath house for Catoctin Quaker Camp that met our environmental and spiritual goals. The cost of the bath house was several times more than expected, and those numbers came in after our 2017 budget had been approved at 2016 Annual Session. We built the bath house and put great effort into seeing through this project and raising the funds to cover much of it. We did this in faith and with a lot of work. The bath house was successfully built and it is all we had hoped for. Funding the bath house was worked out, though plans are now being modified, as you will see during Annual Session.

Second, in the fall of 2017, we agreed to create two new staff positions, in part parceling out the work of former Administrative Manager, but also adding responsibilities for a higher level staff position to better support BYM's work. Thus we created the position of Associate General Secretary and the position of Administrative Assistant. The Administrative Manager position was dispensed with, so we only added one more staff position.

This involved committing to a long-term budget increase. The new staff positions have met many important needs; they have allowed BYM to be responsive to important events while also ensuring that our database is updated and other essential day-to-day tasks keep moving forward. This staff change has proved to be as positive as we thought it would be.

While funding the bathhouse and staff positions, we still had our 2015 approved STRIDE program and knew that for this program to continue, we would need to fund it from our regular budget after the grant funding ended. The STRIDE program is well organized, has drawn a good number of volunteers, and meets its mission. The YM tends to like to keep its successful programs!

It is fair to add that taking on all of these expenses has been experienced quite differently among BYM Friends. Friends have very different individual views on handling money, but as BYM, we are a community, seeking truth together. This is awesome work.

In the spring of this year, our STRIDE volunteers brought to Interim Meeting a very thorough report about what the STRIDE program accomplishes and how volunteers accomplish this work. Those who attended Spring Interim Meeting got to hear that the program is very well organized and overall meets their mission impressively – please check the minutes of Interim Meeting for more information <https://www.bym-rsf.org/publications/yearbooks/third19.html>

But STRIDE has also struggled mightily this year without the support of the staff person that they had depended on to organize and guide their work. After hearing the presentation at IM, asking questions, and worshipping together silently, Spring IM discerned that BYM should continue to support the STRIDE program including supporting the fulltime position of STRIDE Coordinator. Unused funds from the grant would be used to fund this position through 2019, at a part-time level through August 2019, and then full time starting in September. The continued funding for a fulltime STRIDE Coordinator and program costs are now part of the 2020 draft budget.

### **Seasoning other business**

A number of committees have seasoned items for Interim Meetings this year. Our Program Committee for a second year is considering ways to make Annual Session more accessible and inclusive for more Friends. Our Peace and Social Concerns Committee has brought minutes for IM to consider and has both added and laid down a Working Group. Our Stewardship and Finance Committee has worked long and hard to rework our budget planning. We will see the fruits of their labor when we consider the 2020 budget.

Working with BYM Committee Clerks in preparing for each IM is a joy. What an impressive group of clerks we have. Clerks work to transform ideas into plans, help the committee see through these plans, and then let the body of the Yearly Meeting and our Monthly Meetings know and sometimes join in this work. Holding committee meeting by video online conferencing has helped a number of committees this year, and clerks have stepped up to learn how to use this technology while also keeping the work of spiritual discernment rich. As committee reports show, much good work in the Spirit has happened this year.

Committee Clerks met together at the end of Annual Session last year and then three times for Clerks' breakfast on Interim Meeting days. Hearing the wisdom shared, as well as the faith and humor of this group, has been helpful, uplifting, and even...fun.

### **Closing reflection**

Through the process of seasoning business and clerking Interim Meeting this year, I have had to lean into the Spirit as I sought my way forward. I think a clerk is neutral—but in a very active way. A clerk is on everyone's side at the same time. I like this part of the work! A clerk's job is to make sure that everyone in the worshipping, discerning body has the information they need to make a good decision, and to make sure that everyone understands what is being asked of them in making a decision—what will move forward, what will be laid down, what is the cost of postponing?

Through this year, my third as Clerk of IM, I have felt the guidance and comfort of the Spirit. I am deeply grateful for such a meaningful journey this year. It is wonderful to spend time with Friends who love our Yearly Meeting and have such faith in Friends Spirit-led business process. I look forward to the adventures that the fourth and last year of my clerking IM will bring.

## **SUMMARY OF THE DECISIONS MADE IN INTERIM MEETING SINCE ANNUAL SESSION 2018:**

### **Staffing**

We noted that our Development Director, Ann Venable, resigned from her position, and we recognized her work with a minute of appreciation at Interim Meeting.

We noted that the hiring of our new Development Director, Mary Braun, and were glad to meet her at Interim Meeting.

We noted that our now full-time Comptroller will be changing over to a part time schedule, and a part-time bookkeeper will be hired to work longer hours than previous bookkeepers had so that they can do some of the work previously accomplished by the Comptroller.

Our General Secretary regularly reported on his work. We noted that the GS is making plans for a long-term planning process for BYM.

### **Lawsuit resolved**

At two Interim Meetings, BYM's Trustees reported on the progress and then the outcome of a lawsuit against Friends Community School, Adelphi Friends Meeting, BYM, and others. We noted that the terms of the settlement of the lawsuit are confidential.

### **Program Committee Discernment**

The Committee is considering and researching the possibility of financing Annual Session through a "pay as led" program, which some Yearly Meetings already have in place, to encourage greater participation and greater diversity among those who participate.

### **Working Groups and BYM Representatives to Organizations**

We accepted the Peace and Social Concerns Committee's decision to lay down the Right Sharing of World Resources Working Group, but BYM approved having the Yearly Meeting name a representative to Right Sharing of World Resources (RSWR), now a non-profit organization, with details to be determined.

We approved the recommendation of the Religious Education Committee to name a BYM Representative to the Quaker Religious Education Collaborative (QREC), and approved making an annual contribution of \$200 to the QREC from BYM, starting in 2020. We directed our Manual of Procedure Committee to add material on the QREC representative to the manual. We encouraged the RE Committee to suggest a name or names for QREC Representative to Nominating Committee.

Two working groups were started:

We concurred with the recommendation from the Peace and Social Concerns Committee to establish an End of Life Working Group, under its care.

We concurred with the Advancement and Outreach Committee to establish a Growing Our Meetings Working Group, under its care.

### **Nominations**

The Nominating Committee brought forward names for first and only readings of committee appointments and resignations. The Search Committee brought forward names that are now being forwarded to Annual Session for approval. A Naming Committee was established, and a name was approved on a first and only reading for Search Committee.

### **Manual of Procedure**

We approved the Manual of Procedure Committee's recommended changes to the manual for forwarding to our upcoming Annual Session, with modifications.

### **Traveling Minutes**

Traveling minutes for Jolee Robinson (Adelphi) and Jade Eaton (Adelphi) were approved.

### **Minutes of Social Witness of our Faith**

We approved a minute on immigration proposed by the Peace and Social Concerns Committee's Working Group on Refugees, Immigrants, and Sanctuary.

We approved endorsement of the Maryland Citizens' Health Initiative resolution on the Prescription Drug Affordability Initiative.

We approved endorsement of our Working Group on Civil and Human Rights of Transgender and Non-Binary People's "Letter on Trump's proposed policy on transgender people in the military," with modifications.

### **Growing Diverse Leadership and STRIDE**

We approved changing the Ad Hoc Growing Diverse Leadership Committee to a standing committee, and we approved the proposed charge for this committee.

We approved establishing a new staff position, STRIDE Coordinator, which will be 25%-time through 8/31/2019 and full-time thereafter. We also approved the proposed full-time STRIDE Coordinator job description.

### **Appreciations**

Appreciation was minuted for Phil Caroom, Clerk of Peace and Social Concerns, Arthur David Olson, Recording Clerk, and Ned Stowe, General Secretary.

Respectfully submitted,  
Marcy Baker Seitel (Adelphi)  
BYM Clerk of Interim Meeting

## **ATTACHMENT Y2019-10**

### **ASSOCIATE GENERAL SECRETARY'S ANNUAL REPORT**

At Tenth Month 2017 Interim Meeting, the Supervisory Committee presented a proposal to recommendations of the HOPE Committee. These included the creation of a new full-time staff position and the redefinition of a second one. As a result, on January 1, 2018, my title changed from Administration Manager to Associate General Secretary. On May 15, 2018, Laura Butler (Sandy Spring) joined the Yearly Meeting staff in the new position of Administrative Assistant. We are now about 18 months since the beginning of 2018, and we have had enough time to be able to begin to evaluate how the changes are working. One of the immediate changes is being inaugurated here, with the first Annual Report from the Associate General Secretary about his work.

The Supervisory Committee's report to Interim Meeting stated that "[t]he goal of the proposed staffing changes is to increase the capacity of the General Secretary and other staff to support local Meetings and the Yearly Meeting committees that serve them." Overall, we have made significant progress towards this goal and the Yearly Meeting staff are continuing to find additional ways to progress. Several unanticipated events and issues have arisen in the past 18 months that have required significant time and attention from both the General Secretary and the Associate General Secretary. While the additional support provided by the approved changes made dealing with these issues easier, they have also had an impact on our ability to move forward as quickly as desired.

#### **Administrative Assistant:**

The general goal of creating the new position of Administrative Assistant was to "provide administrative support to other staff and committees so as to release other staff to better support local Meetings, committees, and volunteers." Prior to Laura Butler joining the staff, the Administration Manager was responsible for answering the phones, processing the mail, depositing contributions, and other similar basic administrative functions. These responsibilities not only were a continual distraction from other duties, but meant that one person's absence from the office resulted in these basic duties being left undone.

Laura has taken over these basic functions fully now. She is a daily presence in the Yearly Meeting office that assures there is someone to answer the phone and greet visitors regard-

less of the schedules of all of the rest of the staff. Especially in light of the time commitments for the Associate General Secretary outside the office in the last year (see below), this very simple thing has been a significant aid by itself.

A less visible element of the work of the Administration Manager in the past was the daily maintenance of the Yearly Meeting's membership database. This tool is the primary resource for many elements of the work of the staff. Not only does it have the names and contact information for most of the Friends who are part of the Yearly Meeting community, it also includes information about family relationships that are vital for the development program, information about Friends' service to the Yearly Meeting and local Meetings that is relied on by the Nominating and Search Committees in their work, and information about past campers and their families which supports both the development and camp programs. Since our community is constantly vibrant and ever changing, the task of keeping the database current is also constant and ever changing.

Prior to Laura's joining the staff, the amount of time needed to perform all of the work needed on the database simply wasn't available to the Administration Manager. As a result, more and more of the information was out-of-date. With Laura's hard work, we have made significant strides towards catching up on the old data and keeping current with new changes. There is still a lot of work to go, mainly related to the migration of data from an older database to the current one that cannot be automated, but her ability to dedicate significant time to this effort has been a great benefit to our infrastructure.

Going forward, we are going to be looking for more ways to expand the breadth of the Administrative Assistant's tasks. The approved job description identifies several tasks that haven't been assigned to Laura yet. The need to make substantial progress on the database has delayed adding these, but we are moving forward with them now. At Annual Session 2019 itself, this has included increasing her presence at the Registration Desk and assisting members of the Program Committee in their work during the week.

### **Associate General Secretary:**

On January 1, 2018, the transition from the Administration Manager to Associate General Secretary was simply a change of title. It has been a continuing evolution for me, the General Secretary, and all of the staff since then to begin to really flesh out what the changes really mean. Many of the changes have been to formalize things that were already the de facto situation, and others have been more substantial, new duties.

As anticipated in the Supervisory Committee report, many of the day-to-day administrative elements of Yearly Meeting's office operations have become the responsibility of the Associate General Secretary. In addition to administering the telecommunications and information technology infrastructure, I am now also responsible for the maintenance of the office building in general, as well as the grounds. We have recently had to remove several dying trees (which have been more than replaced with new saplings from the Quaker Oaks program). We are coordinating with Friends House on the possible resurfacing of the parking lot in conjunction with the construction project nearby and are getting bids for remediation of a portion of the building's foundation to prevent mold in the garage storage area.

Previously these were responsibilities of the General Secretary. Similarly, I have taken over most of the payroll and insurance administration duties that had absorbed much of the Comptroller's time, especially during the summer with camp staff payroll.

In working with the Yearly Meeting's committees, the work of the Administrative Assistant has freed me to be able to expand my support of the work of our volunteers. In the last year, I have worked with the Supervisory Committee on their project to revise and update their Committee Manual and the staff Employee Manual. On the occasions where both Stewardship and Finance Committee and Trustees have met at Interim Meeting, I have attended one meeting so as to allow the General Secretary to attend the other. We have also introduced support of the Zoom conference call system to ease the burden of travel for Friends participating in committee meetings, as well as constructing a video-conference room at the Yearly Meeting office.

One of the biggest single elements of my work is the support for Program Committee and Annual Session. Prior to the 2018 changes, the Administration Manager supported the committee, but was not an actual member of the committee. Instead, the General Secretary was automatically a member of the committee in an ex officio capacity. We have changed these relationships to that the reality matches the procedure. The Associate General Secretary is now officially both the primary staff support and a full member of the Program Committee. Since, on average, 20% of all my time in a year is spent on matters related to Annual Session, this is a more efficient allocation of our resources.

Laura Butler's ability to focus on the daily work on the database has freed me to keep more current with the news of the local Meetings, especially appointment and membership changes. In recent years, there has had to be a rush to get information updated at the last minute to seek the most current listings for the Yearbook. This year we are as up to date as we can be in advance, which saves time for both the Yearbook preparation process and keeps the website more accurate.

### **Future**

The changes made in the staff of the Yearly Meeting have produced benefits for everyone employed by the Yearly Meeting and for the community we support. Going forward, the changes have provided flexibility for staff to share tasks and duties as needed. The infrastructure needed to support new goals and priorities of the Yearly Meeting is stronger than ever before and we continue to seek new ways to aid the growth of our local Meetings, the Yearly Meeting, and the wider Friends community.

## **ATTACHMENT Y2019-11 MANUAL OF PROCEDURE COMMITTEE REPORT**

**Report from Manual of Procedure Committee to 2019 BYM Annual Session  
July 2019**

Note: all page numbers are from the 2018 print version of the *Manual*  
**Pg 377 - I. Introduction to *Manual of Procedure***

**Current text:**

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by describing the current organizational structure of the Yearly Meeting, its officers and committees, and its relations to other Friends' bodies. Changes that alter the meaning of this manual (substantive changes), are approved by Yearly Meeting in Session as described in article XI of this Manual.

This Manual deals solely with the organizational structure the Yearly Meeting establishes to handle matters which are entrusted to it by the constituent Monthly or Quarterly Meetings or by individual Friends.

**Revision:**

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by describing ~~the current organizational structure of the Yearly Meetings, its officers and committees and its relations to other Friends' bodies~~ the following:

- a) its relations to other Friends' bodies;
- b) the committee, officer, or staff person the Yearly Meeting has designated to carry out certain tasks;
- c) the parameters within which the committee, officer, or staff person should function;
- d) whether recommendations from the committee, officer, or staff person should ultimately go to Annual Session, to Interim Meeting, or elsewhere; and
- e) the rationale for the process or method.

Changes that alter the meaning of this manual (substantive changes), are approved by Yearly Meeting in Session as described in article XI of this Manual. (remove unnecessary comma)

~~This Manual deals solely with the organizational structure the Yearly Meeting establishes~~ is designed to assist the Yearly Meeting community to handle matters which are entrusted to it. ~~by the constituent Monthly or Quarterly Meetings or by individual Friends.~~

**Clean Copy:**

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by describing the following:

- a) its relations to other Friends' bodies;
- b) the committee, officer, or staff person the Yearly Meeting has designated to carry out certain tasks;
- c) the parameters within which the committee, officer, or staff person should function;
- d) whether recommendations from the committee, officer, or staff person should ultimately go to Annual Session, to Interim Meeting, or elsewhere; and
- e) the rationale for the process or method.

Changes that alter the meaning of this manual (substantive changes) are approved by Yearly Meeting in Session as described in article XI of this Manual.

This Manual is designed to assist the Yearly Meeting community to handle matters which are entrusted to it.

**Pg 379 – move the last sentence of the first paragraph** under Recording Clerks about appointing reading clerks to the description of Presiding Clerk of YM on 378 as the penultimate sentence of that first paragraph.

Annually, the Clerk nominates and the Annual Session approves an ad hoc Epistle Committee to draft a general epistle to other Friends groups for the Yearly Meeting's review and approval. Reading Clerks are appointed by the Presiding Clerk as needed at Annual Session. The Clerk reports to each regular session of the Interim Meeting on activities as Clerk during the intervening period.

**Pg 381 - Restate the first in the list of Interim Meeting functions:**

The functions of Interim Meeting are:

- ~~to act for the Yearly Meeting when necessary in the intervals between sessions~~ to consider recommendations from standing committees and working groups as needed between Annual Sessions.

**Pg 382 - add to 2<sup>nd</sup> paragraph of Search Committee description** (approved by Search Comm):

The Search Committee nominates persons to serve as Presiding Clerk, Recording Clerk, Clerk of Interim Meeting, Recording Clerk of Interim Meeting, Treasurer, Assistant Treasurer, members of the Supervisory Committee, and members of the Nominating Committee.

In order to fill these positions with Friends well qualified to best serve the Yearly Meeting, the committee not only strives to consider each individual's experience and spiritual gifts, but also strives to draw these gifted Friends from diverse age groups, genders, racial identities, ethnicities, and geographical regions. These nominations are proposed to Interim Meeting and, if approved, are forwarded to Annual Session. The Search Committee usually presents these nominations on behalf of Interim Meeting at Annual Sessions.

**Pg 383 – reword the final sentence of the 6<sup>th</sup> paragraph** under SUPERVISORY COMMITTEE to match the phrasing in Camping Program, Camp Property, Program, and Youth Programs committees.

The Committee will ~~provide~~ ensure that any necessary staff and volunteer training is provided and ~~will ensure~~ that programs and events are carried out in compliance with policy guidelines.

**Pg 385 – under V. Committees of the Yearly Meeting expand last sentence** of the page to include the option for a committee clerk to send another member of that committee to IM.

Committee clerks attend Interim Meeting or delegate another member of the committee to attend.

**Pg 386 – revising the 7<sup>th</sup> paragraph on that page** under V. Committees of the Yearly Meeting

As a general practice, the Nominating Committee does not nominate members of an ad hoc committee or working group; the members select themselves. The names of members and the dates of establishment of ad hoc committees and working groups are listed in the 2012 Yearbook after committee rosters, on page 143-144.

**Pg 387 – under Advancement and Outreach add:**

The Growing Our Meetings Working Group (GOMWG) is under the care of Advancement and Outreach.

**Pg 391 – Add a new standing committee – Growing Diverse Leadership**

The Growing Diverse Leadership Committee is a standing committee that consists of ten people. It includes four nominated by the Nominating Committee and appointed by the Yearly Meeting, a person appointed by the Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group, a person appointed by the Camping Program Committee, a person appointed by the Working Group on Racism, and a person appointed by the Young Adult Friends Special Group, plus the following, ex officio: the Presiding Clerk of the Yearly Meeting and the Clerk of Interim Meeting. The work of the Committee connects with these other committees of the Yearly Meeting and therefore encourages open communication with them:

Advancement and Outreach, Indian Affairs, Ministry and Pastoral Care, Peace and Social Concerns, and also the Civil and Human Rights of Transgender and Non-Binary People Working Group.

The Committee discerns ways that the Yearly Meeting’s committees, local meetings, and staff can welcome and encourage participation and leadership among all Friends. There is a focus on cooperating to promote equity, outreach, inclusion, friendship, and wholeness to all persons in order to build an anti-racism, multi-cultural faith community. This includes the encouragement and sustained participation of younger Friends and development of their leadership skills and experiences throughout BYM.

There is a STRIDE Working Group which is under the care of the Committee. It is comprised of Core Groups, one for each of four cities within the area which the Yearly Meeting serves. They are composed of young adults and work to extend the camping program to people of diverse backgrounds who might not otherwise find it or participate in it.

**Pg 392 – under Ministry and Pastoral Care in the 4<sup>th</sup> paragraph** change “Committee of Oversight” to “working support group” to match the Guidelines for Embracing the Ministry of Friends (p429ff).

The Committee maintains the Guidelines for Embracing the Ministry of Friends and supports Monthly Meeting ~~Committee of Oversight~~ working support groups for these Friends. The Committee maintains a current list of all recorded ministers within the Yearly Meeting.

**Pg 394 – under Peace and Social Concerns three changes:** 1) at the end of the second full paragraph to agree with the description of Quaker House on pg 406:

meets five times a year in various locations in North Carolina.

2) remove the 4<sup>th</sup> paragraph about Right Sharing of World Resources, since it is no longer a WG

3) add a new working group at the end of P&SC’s description:

The Working Group on Civil and Human Rights of Transgender and Non-Binary People is under the care of Peace and Social Concerns.

**Pg 394 – under Program Committee change the final sentence to read:**

The Committee will ~~provide~~ ensure that any necessary staff and volunteer training is provided and ~~will ensure~~ that programs and events are carried off in compliance with policy guidelines.

**Pg 407 – under X. Changes in Faith and Practice** change the reference in the last sentence from the “Draft 2013 F&P” to “2013 Resource F&P” since that document is no longer on its way to approval, but is being widely used as a resource.

For “Important Minutes” from prior years, please see the ~~Draft~~ 2013 Resource Faith & Practice, pages 241-55 at <http://www.bym-rsf.org/publications/fandp/>.

**Pg 407 – under XI. Changes in the Manual of Procedure** add a final sentence:

In the interest of accuracy and clarity, the Manual of Procedure Committee may copy-edit the Manual of Procedure. The Manual of Procedure Committee is not responsible for making changes to entries in XII. Appendices.

**Edits to the Manual of Procedure which do not require IM approval:**

\*Pg 377 – in the first paragraph of the Introduction to the Manual remove the unnecessary comma following “(substantive changes)”

\*Pg 381 – replace ~~Young Friends Executive Comm~~ with Young Friends Nuts & Bolts Comm

...and the Clerks of Baltimore Yearly Meeting Young Friends ~~Executive~~ Nuts and Bolts Committee and Young Adult Friends.

\*Pg 387 – under Advancement and Outreach Committee remove the quotation marks at the end of the second paragraph.

\*Pg 392 - capitalize the ‘g’ of Working Group on Racism in the list of Working Groups under the care of Ministry and Pastoral Care.

## **ATTACHMENT Y2019-23**

### **GENERAL SECRETARY'S REPORT**

#### **General Secretary's Report**

#### **Annual Session**

#### **Draft 7/28/19**

I begin with many thanks. Thank you for the opportunity to serve the Yearly Meeting. Thanks to our staff for their hard work, dedication, and good humor day in and day out. Thanks to my supervisors and the Supervisory Committee for their support and guidance. Special thanks to my spiritual support committee for their patient listening and thoughtful questions. Thanks to my wife Amy for her faithful and enduring support. And thanks to you and hundreds of other Friends who support the Yearly Meeting with your time, talents and treasure.

I have just completed my third year as General Secretary. In case there was any doubt, I think the “honeymoon” is now officially over. In fact, I think it ended after my first month on the job when we received construction bids on the Catoctin bathhouse that were much higher than expected. The hoped-for smooth, inaugural glide across placid waters during my first months at BYM turned into a sudden descent into some wild rapids. And, it has been whitewater ever since. The obstacles have changed along the way, but they have been no less intimidating and disruptive.

I will spare you the details. Let it suffice to say that there has rarely been a moment when some crisis or conflict has not been thrust into the stream ahead requiring urgent action and attention. We have had plenty to keep me, the Supervisory Committee, and many others busy. But please rest assured: We have not swamped yet. Each of these challenges has been more or less successfully negotiated.

How have I managed to stay afloat? Only by the grace of God. I, on the other hand, have not always been graceful. I have sometimes turned in the wrong direction, resulting in bumps and bruises all around. But fortunately, I have had wise, forgiving, and supportive Friends and staff along the way who have helped us all to stay afloat and kept us pointed in the right direction - downstream.

Crisis and conflict management are not listed among the General Secretary's top job responsibilities. It is just assumed to be part of the job. However, providing “Spirit-led strategic leadership” IS one of the top priorities listed for a General Secretary. So how do I do this while negotiating whitewater?

I am still figuring that out.

So far, what I try to do is make the most of the occasional moments of stillness along the BYM river's course. Look up to the sky and beyond the next rapids. Float for a while. Behold the beauty and harmony of the present moment, place, and time. Take inventory. Assess where we have been, how we got here, and where we are going. Then I find the next “V” in the rapids ahead; center in the Spirit as best I can; and take the next plunge.

Managing chaotic elements is a given in the life of the Yearly Meeting and General Secretary. The goal is simply to get better at running rapids. However, this does not seem very “strategic”. It may be Spirit-led leadership, but it is not “Spirit-led **strategic** leadership”. Strategic leadership is about keeping an eye on where our river is headed and where we want to go over time as a community. The big picture.

In this Light, I wonder: can we transcend the rapids, or, better yet, carve a new course for the BYM river? Could we change our direction to reflect Spirit-led vision, intention, and priorities? Can we anticipate and mitigate the obstacles along the way, while tapping into the river’s spiritual energy and power to move us forward?

In the year ahead, I hope we can engage in a process of discerning our future together. I would like to work with the Yearly Meeting to develop a more intentional, facilitated, structured, and comprehensive way to think about our future.

- Who are we as a faith community?
- Who / what is God calling us to become in the years ahead?
- What priorities are most important?
- How are we being called to speak and witness in our communities and world today?
- What are the principal opportunities and challenges to advancing our vision and mission?
- What changes and adaptations to our organizational structures, practices, volunteers and staffing would help us to better serve and advance our mission in these times?

Certainly, BYM has been exploring aspects of these questions already. Such discernment is ongoing. Our continuous seeking has brought us to where we are today.

However, as I have witnessed the process, it has seemed somewhat piecemeal and fragmentary – one urgent and important issue at a time, in isolation from consideration of other urgent and important priorities and long-term needs. Yet, from where I sit, I see that the choices we make to advance one urgent priority often have consequences for our capacities to advance other priorities.

As a community, we have both tremendous opportunities and significant challenges to advancing our Quaker vision in our meetings, communities and world today. We cannot do and be everything. What is most important, and how do we discern that together on an ongoing basis?

I have heard from Supervisory, Trustees, Development, and Stewardship and Finance committees that they share my concern and sense of urgency for comprehensive long-range thinking. Developing a clearer sense of BYM’s long-range mission, priorities, and goals is essential for guiding the development of our budget, our apportionments and fundraising, our staffing, our youth and camping programs, facilities planning, and the overall work of the Yearly Meeting. Further, having a clearer sense of our long-range priorities can inspire more Friends to participate in Yearly Meeting activities, to volunteer, to serve on committees, and to contribute financially. It can also attract new attenders and members who share in our vision.

In the months ahead, I will be working with Supervisory Committee and members of our community to develop a proposal for the Yearly Meeting's consideration for how we as a community might develop and advance our vision for the future in a more intentional, facilitated, structured, and comprehensive way.

Prayerful discernment of who we are as a Yearly Meeting, what the Spirit is leading us to become, and what tools we will need to advance our mission in the future can change the course of our river and help guide us through the rough passages. I look forward to continuing this journey with you in the year ahead.

## **ATTACHMENT Y2019-24**

### **CATOCTIN BATHHOUSE REPORT**

**Catoctin Bathhouse Financing Report to  
2019 Annual Session  
Ned Stowe, General Secretary  
7/23/19**

It has been two years now since the new Catoctin bathhouse opened its doors to our camping community. The building is much appreciated and well-used by hundreds of people each year - campers, staff, volunteers, and camp renters. It was well-designed and well-built for light, ventilation, low impact on the environment, accessibility, functionality, durability, and the needs of our community. It has performed well in every way, and we expect it to continue to do so for another 50 years and more. A recent visit, two weeks before the start of the 2019 camping season, found the bathhouse surrounded by blooming wildflowers which were planted as ground cover after construction was completed.

In addition to the excellent architects, engineers, contractors and skilled laborers, it took many more hands to build this bathhouse – BYM committees, staff, volunteers, donors, and Friendly lenders. Hundreds of Friends donated their time, talents, labor, money, materials, and sweat. For this, we are thankful and much indebted. Please visit and see what we have built together.

The total cost of the project was \$772,735. Member contributions paid more than \$430,000 of the cost up front. The balance, \$340,000, was financed by ten Friendly lenders who provided low-interest loans to BYM Trustees for three to five years at an average interest rate of 2.3 percent (rates ranging from 0.0 to 4.0 percent).

All ten Friendly loans were on an interest-only basis until December 31, 2017. After that, two Friendly loans required 20 equal payments of principal and interest on a quarterly basis starting on March 31, 2018. With the last scheduled quarterly payment on December 31, 2022, each of these loans will be paid in full. One of these loans has since been forgiven.

Eight of the ten Friendly loans are on an interest-only basis for the entire term of the loan with the entire principal balance due on the maturity date. For these Friendly loans, the maturity dates on which the total principal balance is due in full range from December 31, 2019 until December 31, 2022. Two of these loans have since been forgiven.

A total of three of the loans have been forgiven (\$85,000 of the original \$340,000). Because BYM has been paying principal quarterly on two of the loans, the remaining balance due on the loans as of 12/31/18 is reduced to \$247,624. Annual interest and principal payments on the remaining loans will be as follows:

- 2019: \$13,693
- 2020: \$53,091
- 2021: \$61,991
- 2022: \$135,179

In 2017, Trustees expected the principal and interest on these loans to be paid from two sources. The camping program instituted graduated fee increases of \$13,000 in 2017, \$45,000 in 2018, and \$67,000 in 2019 (for a total of \$125,000) that were designated for interest and for loan repayment. The second source of funds is to be restricted contributions to camp capital. To date, \$37,300 has been set aside for this purpose.

The loan agreement provides BYM with a prepayment option, in part or in whole. Depending on the funds available in the restricted camp capital account and on the immediate needs for capital improvements, it may be possible for BYM to consider making a partial prepayment on one or more Friendly loans, thereby saving on interest expense.

Each Friendly lender also has a prepayment option. Trustees wanted to accommodate the possibility that the personal circumstances of a Friendly lender may change at any time prior to the maturity date. If a Friendly lender requests payment in full, BYM will have the following options: 1) refinance with another Friendly loan; 2) pay directly from unrestricted reserves; and/or 3) BYM could borrow from itself from BYM's permanently restricted reserves, which totaled \$396,872 as of December 31, 2018.

## **ATTACHMENT Y2019-25**

### **FRIENDS UNITED MEETING REPORT**

#### **Seven Minutes of Belize**

**Adrian Bishop and Nikki Holland, as part of FUM presentation at BYM Annual Session, 7/30/19**

Adrian ... Thank you, Georgia. Good Morning Friends, I am Adrian Bishop, Member at Baltimore Monthly Meeting, formerly Meeting Coordinator at Stony Run, and now serving BYM as Co-Clerk of Supervisory Committee. My wife Rosalie Dance and I were previously members of Adelphi since 1979. Currently we are also serving as FUM Living Light volunteers to Friends in Belize. We agreed in February 2018 to serve in Belize in 3 month intervals for up to three years, in the absence of a Director of the Belize City Friends Center and School.

FUM has been present in Belize since 1994, when 'we' started a school for boys who had failed the PSE, Primary School Examination, which meant no high school for them. This was at the request of Sadie Vernon, a Friend well known in her native Belize as well as in several US and Jamaican YM's. In recent years the FUM General Board reviewed

the support for this school and decided to start the Belize City Friends Center to grow a Friendly presence in Belize. The Friends Church/Meeting would support the school and bring Friends' witness to issues in the community. The school and center are located in 'South Belize City, the poorest and one of the most troubled communities in Belize.

The first Director of the Center was Dale Graves, a seasoned Friend from Indiana YM, and a frequent visitor to this body. Under Dale's leadership the center found a new home, providing a larger space for the school as well as space for worship, community program space, and rooms for visiting individuals and work groups. Many visiting Friends contributed their work and donations to convert our site from a truck parts warehouse to a school site. Sadly, Dale died in late 2018. Our work, Adrian and Rosalie, has been to continue development of the site, mentor the teachers, and bring our experience in Friends institutions to assisting the local Advisory Board to become the Governing Board, phasing out direct FUM management.

Next week we will return for our 4th sojourn. Major concerns await. At the end of the last academic year our long-time teacher and principal Candi Young resigned. This created an immediate challenge for our newly empowered Board. They have been meeting close to weekly since June, frequently with our participation via Skype. After we have hired a principal, we also need to find new teaching staff. Our remaining teacher will be on academic leave this year to put an FUM scholarship to work, enhancing her qualifications.

Into this maelstrom we are thrilled to welcome Nikki Holland. Nikki is a recent graduate of Earlham College, and comes to us from Merida Mexico, where she helped establish a neighborhood Friends Church, and she is a member at large of the New Association of Friends.

Nikki ... Thanks so much, Adrian and Georgia! Adrian has given a great description of the three entities that make up Belize Friends Ministries – the school, the church, and the community center. I suppose what I can add to this is to tell you what I am going to be doing and why.

As the director, I will manage the facilities and the resources, I'll lead the senior staff team, I will interact with governmental and nongovernmental organizations in Belize, I'll write grant proposals and communicate from Belize to the rest of the world, I'll organize the Living Letters volunteers and work teams – things like that. There are many components to this job. But the part I'm most excited about is the part where I get to spend time listening and learning about what is already happening down there, and see how I can support the ministers who are doing this work! Friends ministries in Belize is in a period of immense transition, and not all of it is going smoothly. There are many ministries in their infancies, and I'm so excited to help these ministries solidify and grow and thrive.

Sometimes people wonder why I'm going to Belize City. The reason is that I believe I have been called to a ministry of spiritual hospitality. For me, that means that I make space for people to rest and grow in the love of God. And that's what I believe the Center is doing in Belize. Belize City is a very intense place to live, and I think the center is a place where

people can come and rest from chaotic lives – it’s a place where they can experience the love of God and grow and thrive.

As Adrian mentioned, I am hoping to be down there by the middle of August – both so that my children can start school, and so that I can be there when Belize Friends School starts. This is a critical juncture in the life of the Center, and it is important for me to be able to be there. In order for that to happen, I have to be fully funded – not with money, but with monthly or annual pledges for the coming three years. Please let me know if you are feeling lead to partner with me in this way or if you want to pray for me – I will help you get set up to do that.

We would like to close this report by reading to you from the recent newsletter of our Pastoral Minister in Belize, Oscar Mmbali. He can’t be here today, but we still want you to hear from him.

Adrian or Nikki, quoting Oscar ...

The puzzle of the missing person in John 5

Challenges like human trafficking, poverty, lack of access to education and violence reflect delayed or denied access to development opportunities. Working with Friends in Belize to address these issues reminds me of the story of the missing person in John 5:1-8.

The story in John 5:1-8 is an image of a healing puzzle. In this puzzle, the Jewish community set apart a place in the city, near the pool of Bethesda. It was a place where the paralyzed, blind and the lame were taken to seek healing. For the healing to occur, it required someone else to put the sick person into the pool, just at the time when the water bubbled up. One sick person laid there for 38 years because the person to put him into the pool was missing. It is a story of delayed healing because of the missing person – the one who could have put the sick person into the pool when water bubbled up. In this story, Jesus took the place of the missing person. He addressed the problem of delayed healing. He completed the healing puzzle.

This is the work we do at Belize City Friends Center. It is a place on the Southside, set apart for those seeking healing. Like Jesus, we take the place of the missing person so that those who are suffering because of human trafficking, poverty, violence and lack of education can walk free. I call on Friends to support the work of FUM in Belize so that we can have enough team members and resources to take the place of the missing person. Your support gives us the strength to go into these communities to help those whose chances to experience well-being have been delayed or denied.

## **ATTACHMENT Y2019-28**

# **STRENGTHENING TRANSFORMATIVE RELATIONSHIPS IN DIVERSE ENVIRONMENTS (STRIDE) WORKING GROUP REPORT**

## **STRIDE Advance Report for Annual Session**

### **Overview of STRIDE**

STRIDE (Strengthening Transformative Relationships in Diverse Environments) is a program within BYM that works to break down barriers to access that youth of color experience in attending BYM Quaker camps and build communities of genuine diversity. By actively including youth of color, we hope to create an environment at camp that is transformative for all participants.

STRIDE operates in four cities with four independent Core Groups (details of this report will be focused on Baltimore STRIDE). STRIDE also relies on the dedication of volunteers and local meetings, as well as the support of the yearly meeting.

### **Why do we do this Work?**

Many of us know firsthand that BYM camps change lives. Research on summer camp supports this: camp has positive impacts on children physically and emotionally. Research also tells us that diverse environments create stronger individuals, communities and institutions, and are one of the best ways to address implicit bias. As Young Adult Friends, doing this work is a way to be connected to BYM in a way that feels meaningful to us.

### **What Did We Accomplish This Year?**

Each group follows the same annual cycle of events, pictured below.

#### **Recruitment**

This year, Baltimore STRIDE supported nine campers in attending Opequon, up from seven last year. Campers have been recruited a number of ways, from outreach done at Baltimore City Schools, to a partnership with the McKim Center, a community center in downtown Baltimore. Additionally, much of our growth has come from drawing from the circles of our existing campers; this year we added two new campers to the program, one of whom is the younger sister of a fourth-year camper and one of whom is the cousin of a second-year camper. We find that using these existing connections helps build a strong cohort and easier transitions for everyone.

#### **Support**

We are committed to supporting the campers and families in our program in a multitude of ways.

- **Financially:** Through fundraising, we cover most of the cost of tuition for our campers. We ask for a contribution from families, which increases over time, but no one is turned away due to inability to pay. We raise money through events, phone-banking, and grants. This year, we raised about \$2,000 at a phone-banking event where volunteers called members of the meeting to share about our work and ask for support. We have received significant awards from The Miles White

Foundation, as well as the Fresh Air Fund of the Baltimore Community Foundation. In addition – we provide camping gear for the campers (much of which we get from donations), which can be prohibitively expensive for families.

- Logistically: Transportation can be a challenge, especially since Opequon is two hours away from the city. We provide rides for any campers who need them to and from camp, as well as to and from any local events that happen throughout the year. For example, this year we helped a STRIDE family attend a Family Camp Weekend at Opequon.
- Culturally/Staff Training: Camp is very different from what a lot of campers have experienced at home, school, or in their communities. Before camp every year, we host a practice hike where we introduce new campers to camp-y things (hiking with a backpack on, eating camp food, camp games and songs) and have a discussion about camp and what to expect. Returning campers can help lead this event, and share their experiences with the new campers. After camp, we hold a feedback session for the families to come and share about their experiences (if a family can't make the event, we make sure to schedule phone calls because this insight is very important to us). Based on feedback we hear, we provide suggestions for the camp staff and help recommend training topics so they are best prepared to give these campers positive experiences at camp.

### **Community**

An important facet of our work is community building. We want STRIDE to be something the local meetings and greater BYM is interested and invested in, and are very grateful for the support we've received. We hold several events per year that are open to the community. For example, last year, we hosted a square dance in Baltimore featuring music by Slim Harrison. About 50 people attended and it was a great opportunity to spread the word about STRIDE and build enthusiasm for the program.

We also have turned our practice hike into a community picnic, as a chance for folks from the local meetings to come and meet the campers and families in the program.

### **Challenges with Staff and Committee Support**

Beyond the usual scope of our work, a big theme of the year was figuring out the future of STRIDE with the OIC position vacant. Many STRIDE members participated in the STRIDE working group, and after much discussion and discernment, a proposal was created that outlined a plan for a permanent STRIDE coordinator position, as well as giving STRIDE a home within the Growing Diverse Leadership Committee. At Interim Meeting in March, funding for this position was approved. Jossie Dowling was hired as a temporary STRIDE coordinator to assist with the busy summer months (during which many STRIDE members go to camp). This was a huge success for our program, as prior to this the future had been uncertain. We knew that to continue our work without staff support would be unsustainable, especially for groups with fewer members. The staff position means we can move confidently into the future with room to grow.

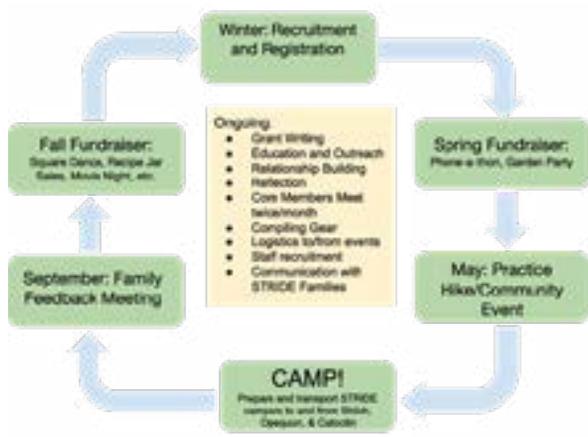
### **What's Next for STRIDE?**

As the summer comes to a close and many core group members return from camp, we will

---

start to regroup and resume our twice monthly meeting schedule. We will restart our annual cycle by reflecting on the summer and collecting feedback from the campers and families.

There is currently a search committee working to hire the new STRIDE Coordinator. Having this position in place will allow the STRIDE groups to continue to thrive and grow; it will bring much needed security and continuity to the groups, especially those that are lower on numbers.



STRIDE will need to determine what kind of growth is achievable and sustainable for the program. What is our “target” number of campers? And as this number grows, how will we fund and support them? How can we continue to do this important work without members burning out? How can we support core members who wish to transition away from this work, and how do we recruit new committed core members? With new-found staff and committee support, how can we grow and change our operations for maximum impact? How can we continue to push ourselves and community to do the work needed to be truly welcoming, inclusive, and transformative for all? These are the questions we will continue to ask as we move into the next phase of STRIDE.

-Submitted by Hannah Brown, Co-Clerk of Baltimore STRIDE

## ATTACHMENT Y2019-38 REPARATIONS ACTION GROUP REPORT

The Baltimore Yearly Meeting (BYM) Reparations Action Group is an Informal group comprised of BYM Friends seeking to explore the concept of Institutional Reparations for Black and Indigenous Native people. We operate with the understanding that our function and charge will change over time. In the early stages of formation, this group is focusing on how we might bring forth the topic of Reparations to the wider Yearly Meeting and how we may begin to educate Friends about our history as an institution. We hope to provide educational opportunities to further understand ways in which our community has been complicit in the oppression of Black and Indigenous Native people through history and at present. A better understanding of our institutional and individual roles in oppression may shed light on the issue of Reparations; should we better understand the truth, then we may be poised for justice, reconciliation, and repair.

This group has split into three smaller groups to start, each with its own focus. The Education focus group will help to provide educational opportunities for the Yearly Meeting so

that we may better understand our history and all that Reparations can entail. The Logistics focus group is working to compile as many frameworks and examples of institutional reparations to present to Friends so that as a Yearly Meeting we may have a more clear pathway forward. If we understand what Reparations can look like in all their forms, we may feel more equipped to begin the process of repair. The Communications focus group works to communicate with the wider Yearly Meeting and focuses on all outward-facing documents and messages. This includes FAQ sheets and any information the Yearly Meeting may receive about Committee work.

We see room for expansion should we have more Friends join this work. Near term expansion will involve a fourth focus group: Fundraising. We commit to always compensate those from whom we learn. It is imperative to pay Black and Indigenous Native people for their work and their knowledge; to not pay is to contribute to racist oppression. We must raise funds in order to adhere to this commitment. Long term expansion, should we succeed in growth and progression, will involve a fifth focus group which looks at outward-facing issues. State-level legislation and larger community movements will be priority for this group; how can the Yearly Meeting aid larger-scale change at a local state level? Each focus group meets about once a month, however during the summer when many of our Friends are working at camp, we have met less. Commitments among Friends vary, with some attending every meeting and others only having attended one or two thus far.

Right now and in its early stages, this group is composed primarily of white Friends. This is not the goal; the group is not intended to be a caucus. However it is important to acknowledge the voices contributing to this work, as those voices will impact the work and its outcome. We commit to not burdening Black and Indigenous Friends in Baltimore Yearly Meeting by requesting that they join this work to provide their voices; however we do welcome all Friends who are affiliated with Baltimore Yearly Meeting to join these conversations. We commit to centering Black and Indigenous Native people's voices in this work, and educational materials as well as logistics research will focus on and center the ideas, wisdom, and teaching of Black and Indigenous Native folks. This group is relatively inter-generational, with about 40% of our participants falling within the Young Adult Friends (YAF) age group. We hope to also incorporate the voices of Young Friends as we grow.

Folks interested in joining do not need to be members of Baltimore Yearly Meeting. We welcome anyone affiliated with BYM through our camping programs, our Meetings, our Young Friends programs, or otherwise. BYM membership is not a requirement, as that may limit who participates and who does not. For more information or to be added to the contact list, please contact Nikki Richards at [nikkirichards1993@gmail.com](mailto:nikkirichards1993@gmail.com) or 443-631-4038.

## ATTACHMENT Y2019-42

### TREASURER'S REPORT

#### BALTIMORE YEARLY MEETING

#### Treasurer's Report to 2019 Annual Session

The Treasurer's job is to report past financial results to help Friends evaluate recent operations and in preparation for the Stewardship & Finance Committee's presentation for the future budget(s). Today I will touch on two past results: The 31 December 2018 audited annual financials and the unaudited 2019 financial results through 30 June. I remind Friends that BYM's financial reporting under U.S. Generally-Accepted Accounting Principles ("GAAP") has two distinctive features. First, **BYM is an accrual-basis organization**, so we record income when earned or pledged and we record expenses when we incur them rather than when we issue payment. Second, **BYM follows donor gift restrictions closely** and records income and expense in separate funds tracking the restrictions. BYM has observed these two principles for many years and has not changed either this year, though there were some minor changes in the CPAs' presentation this year.

**2018 Audit.** For its 2018 financials, BYM again employed BBD, LLP to conduct the audit. At March Interim Meeting, I reported the unaudited 2018 internal calculation of results, and at the June Interim Meeting, I reported receipt of the first draft of the BBD audit. Now the Trustees and I have reviewed the audit, and I have accepted the 2018 audit on behalf of BYM. The results are pretty much what I reported before: BYM and its "controlled" affiliate, Miles White Beneficial Society of Baltimore City, had combined 2018 revenues of \$1.98 million vs 2017 combined revenues of \$1.77 million. The 2018 combined expenses were \$2.06 million vs. \$2.03 million in 2017. After adding investment-market-value gains or losses, the 2018 bottom line was a deficit of \$293,000 vs. a 2017 bottom line surplus of \$409,000. The 2018 deficit reflects that the investments of both BYM and Miles White lost a lot of market value in the fourth quarter of 2018, while both did well in the rising markets in 2017. As I said at the Interim Meetings, in 2018 BYM ran a small operating surplus, and I see the overall financial situation as steady.

**30 June Unaudited Financials.** The 30 June 2019 income statement and balance sheet include only BYM and not Miles White. As I have said in previous years, the June financials always show a surplus as our cash is strong and not all expenses are accrued for the interim financials. BYM's largest program, the Camping Program, collects fees early in the calendar year and has its seasonal payroll mostly in late June and July. Many of the Camps' other expenses, like food and state licensing fees, also start in June. I find the most value in comparing the 30 June results and fund balances year to year. For this 30 June income statement, Apportionment income is down a few thousand dollars, and the unrestricted contributions were up a few thousand dollars. Line 26 Total Operating Revenues dropped almost \$50,000, and Line 39 surplus in Net Operating Activity has dropped \$87,000. On page 2, the Line 44 net change in Property & Equipment this year is \$153,000 better than at 30 June 2018. Line 58 Net restricted activity is also up \$66,000 vs. 2018. The unaudited bottom line is \$133,000 better than 2018. The 30 June Balance Sheet shows 2017, 2018 and 2019 side by side. I tend to focus on the net assets starting at line 30. Almost every class of net assets has gone up over the three years, and Line 42 Total Net Assets has increased each year. This shows me steady finances.

Thomas C. Hill

**Baltimore Yearly Meeting**  
**Statement of Activities**  
**From 1/1/19 thru 6/30/19**

	A	B	C	D
1	Description	Thru 6/30/18	2019 Budget	Thru 6/30/19
2	Operating Revenues			
3	Apportionment			
4	Apportionment Net of Adjustments	\$247,591	\$495,600	\$235,595
5				
6	Unrestricted Contributions			
7	Contributions	\$54,722	\$373,444	\$61,408
8	In Kind Contributions	\$365	\$0	\$531
9	Total Unrestricted Contributions	\$55,087	\$373,444	\$61,938
10	Attendance Fees			
11	Total Attendance Fees	\$928,069	\$1,089,851	\$909,676
12	Sales			
13	Book Sales	\$440	\$5,500	\$6
14	Clothing Sales	\$0	\$9,900	\$380
15	Other Sales	\$0	\$300	\$0
16	Total Sales	\$440	\$15,700	\$386
17				
18	Other Income			
19	Property & Vehicle Rental	\$4,338	\$12,200	\$4,615
20	Investment Income	\$6,738	\$10,000	\$5,915
21	Released Funds	\$60,059	\$88,000	\$35,597
22	Gain (Loss) on Sale of FA	\$0	\$5,000	\$100
23	Other Income	\$116	\$0	\$467
24	Total Other Income	\$71,251	\$115,200	\$46,694
25				
26	Total Operating Revenues	\$1,302,437	\$2,089,795	\$1,254,288
27				
28	Operating Expenses			
29	Administrative	\$234,313	\$575,736	\$280,967
30	Annual Session	\$1,190	\$112,725	\$6,237
31	All Other YM Program	\$46,950	\$56,900	\$42,037
32	Combined Camp	\$307,480	\$1,100,350	\$307,468
33	Committee	\$2,023	\$24,700	\$5,907
34	Development	\$50,155	\$148,668	\$64,851
35	Youth Programs	\$26,426	\$70,716	\$28,622
36	Outreach & Inclusion	\$33,612	\$0	\$4,582
37	Total Expenses	\$702,149	\$2,089,795	\$740,671
38				
39	Net Operating Activity	\$600,288	\$0	\$513,618

**Baltimore Yearly Meeting  
Statement of Activities  
From 1/1/19 thru 6/30/19**

	A	B	C	D
1	Description	Thru 6/30/18	2019 Budget	Thru 6/30/19
40				
41	Property & Equipment			
42	Net Assets Released From Restriction	\$0	\$265,610	\$149,385
43	Less Depreciation Expense	(\$44,185)	\$0	(\$40,644)
44	Net Change in Prop. & Equip.	(\$44,185)	\$265,610	\$108,741
45				
46	Total of Operating and Prop. & Equip.	\$556,103	\$265,610	\$622,359
47				
48	Retricted Transactions			
49	Restricted Contributions	\$43,205	\$260,000	\$51,606
50	Designated Income	\$37,300	\$59,405	\$59,405
51	Interest & Dividends on Restricted Funds	\$15,721	\$0	\$13,803
52	Unrealized Gain (Loss)	(\$12,610)	\$0	(\$142,951)
53	Realized Gain (Loss)	\$448	\$0	\$293,444
54	Total restricted income	\$84,064	\$319,405	\$275,306
55				
56	Expenditures to meet restrictions	(\$60,059)	\$273,286	(\$184,982)
57				
58	Net Restricted Activity	\$24,005	\$46,119	\$90,324
59				
60	BYM Income Over (Under) Expenses	\$580,108	\$311,729	\$712,683

**Baltimore Yearly Meeting  
Balance Sheet  
As of 6/30/2019**

	A	B	C	D
3		Through 6/30/2017	Through 6/30/2018	Through 6/30/2019
4	Assets			
5	Current Assets			
6	Cash & Cash Equivalents	\$790,727	\$894,121	\$817,539
7	Apportionment Receivable	\$234,442	\$247,130	\$278,280
8	Student Loans Receivable	\$38,325	\$20,935	\$25,703
9	Other Accounts Receivable	\$100,168	\$70,812	\$26,456
10	Prepaid Expenses	\$45,735	\$52,116	\$55,052
11	Total Current Assets	\$1,209,397	\$1,285,114	\$1,203,030
12	Long-term Assets			
13	Property & Equipment	\$2,748,523	\$2,702,878	\$2,767,136
14	Long-term Investments	\$1,417,795	\$1,384,088	\$1,510,140
15	Total Long-term Assets	\$4,166,318	\$4,086,966	\$4,277,277
16				
17	Total Assets	\$5,375,715	\$5,372,080	\$5,480,307
18				
19	Liabilities			
20	Short-term Liabilities			
21	Accounts Payable	\$129,153	\$95,501	\$99,547
22	Deferred Revenue	\$230,740	\$247,310	\$278,795
23	Other Short-term Liabilities	\$40,366	\$43,026	\$40,430
24	Total Short-term Liabilities	\$400,259	\$385,837	\$418,772
25	Long-term Liabilities			
26	Friendly Loans	\$340,000	\$306,678	\$243,824
27				
28	Total Liabilities	\$740,259	\$692,515	\$662,596
29				
30	Net Assets			
31	Beginning Net Assets			
32	Net Assets			
33	Unrestricted	\$225,243	\$189,228	\$267,199
34	Fixed Assets	\$2,748,323	\$2,702,878	\$2,767,136
35	Designated	\$1,586	\$37,800	\$97,863
36	Temp Restricted	\$669,822	\$773,415	\$575,238
37	Perm Restricted	\$386,646	\$393,762	\$397,592
38	Total Beginning Net Assets	\$4,031,620	\$4,097,083	\$4,105,028
39				
40	Current YTD Net Income	\$603,636	\$582,482	\$712,683
41				
42	Total Net Assets	\$4,635,256	\$4,679,565	\$4,817,711
43				
44	Total Liabilities and Net Assets	\$5,375,515	\$5,372,080	\$5,480,307

## ATTACHMENT Y2019-43

### DEVELOPMENT REPORT

BYM 2018 Annual Session  
Advance Report –Development  
July 20, 2018

In the late fall of 2017 BYM Friends approved the fundraising goal for 2018 of \$710,000.00. This goal included support for many pieces of BYM. Like a puzzle, each piece is a part of the whole.

The 2018 BYM budget includes fundraising in the following areas:

- \$159,800.00 ... to support the BYM General Fund operating budget, which includes support for our newly created staff positions, BYM committees and Meetings.
- \$165,000.00 ... to support the camping program operating budget. This includes financial support for campers as well as camp equipment and supplies.
- \$36,000.00 ... to support BYM Youth Programs providing a safe space for our young people to learn and grow thru Junior Young Friends and Young Friends.
- \$5,000.00 ... to support Annual Session. FUN FACT: if 300 Friends attending Annual Session gave \$16.67, we would reach the \$5,000.00 goal.
- \$2,000.00 ... to support the BYM Spiritual Formation Retreat. Not much money each year to assist others who perhaps could not attend because of financial limitations.
- \$4,000.00 ... to support the BYM Women's Retreat. This year Friends answered the appeal for financial support for Women's Retreat so we did not lose money when so many Friends were unable to attend at the last minute.
- \$329,000.00 ... To support the ongoing upkeep and stewarding of BYM's camp properties. These donated funds will pay for cabins, buses, refrigerators, road and bridge repairs, and to retire the debt from the Friendly loans for the Catoctin Bathhouse.
- \$10,000.00 ... to support the BYM Barry Morley Endowed Fund to support campers in perpetuity.

Where are we now? Will we reach BYM's fundraising goals for 2018? Below is where we are as of June 20, 2018.

Fund	Donors	Gifts	Goal	% of Goal
Annual Session	18	\$946.25	\$5,000.00	19%
*Camping Program	168	\$77,914.00	\$165,000.00	47%
Youth Programs	3	\$175.00	\$36,000.00	.5%
General Fund	96	\$55,009.15	\$159,800.00	34%
Spiritual Formation	6	\$238.00	\$2,000.00	12%
Women's Retreat	45	\$3,731.00	\$4,000.00	93%
Camp Property Capital	14	\$8,314.42	\$329,000.00	3%
Barry Morley Endowed Fund	9	\$636.00	\$10,000.00	6%
<b>As of 20-Jun-18</b>	<b>**359</b>	<b>\$146,963.82</b>	<b>\$710,800.00</b>	<b>21%</b>

\*Includes gifts to support the Diversity program. \*\*359 gifts from 294 unique giving units.

Can we? **YES!** Will we? **It's up to BYM Friends!**

## **ATTACHMENT Y2019-55A**

### **GROWING OUR MEETINGS WORKING GROUP REPORT: THINKING ABOUT GROWTH**

#### **Growing Our Meetings Working Group Advance Report: Thinking About Growth**

##### *Background*

According to its charge, the initial focus of the GOMWG is to facilitate a discussion of questions around growth at the BYM level, as well as in local meetings. To this end, the group intends to gather information and engage in a listening exercise.

##### *What we seek from annual session*

We are not seeking a particular decision at this point, but would like the yearly meeting to commence a discussion on the question of growth. The following queries (taken from our charge) might guide the discussion:

How do the various activities of BYM committees relate to growing membership in the Religious Society of Friends in the BYM area?

Does the yearly meeting wish to undertake coordinated steps that would facilitate a substantial increase in the membership of the yearly meeting?

What might be reasons for (or against) growth (at the yearly meeting or local meeting level)?

How does a growth initiative relate to increasing the racial, age, and other diversity of BYM?

How do local meetings articulate a diversity goal (for example, coming more into line with the population of their local community)?

How would becoming more welcoming require a given local meeting to change? Is the meeting willing to change in that way?

Does becoming more attractive to newcomers involve articulating what BYM Quakers do and believe? What statements would help in this respect?

##### *Proposed follow up*

The working group intends to engage in a discussion on growth with local meetings. . For those local meetings that wish to have a conversation on this issue, the working group will consult with the Advancement and Outreach Committee, the Working Group on Racism, the Growing Diverse Leadership Committee, and any Change Group which the local meeting has established.

The working group sees a connection between the yearly meeting's diversity goals and growth. Increasing diversity involves being welcoming to newcomers. There is also a mathematical relationship between increased diversity and growth. Diversity involves

bringing additional members into the meeting. This necessarily implies that the local meeting will grow, or, if the local meeting is already up to capacity and does not want to get any bigger, might involve splitting.

The GOMWG is looking for additional members who are led to join in this work.

## **ATTACHMENT Y2019-55B**

### **GROWING OUR MEETINGS WORKING GROUP REPORT: MINUTE ON THEOLOGICAL DIVERSITY**

#### **Growing Our Meetings Working Group Advance Report: Proposed Minute on Theological Diversity Seasoning Process**

##### *Background*

Newcomers thinking about coming to a Quaker meeting, and uncertain how their own beliefs fit in with Quakerism, might look at the Baltimore Yearly Meeting website for a statement about what Quakers believe. Such a statement cannot be found there. In order to be welcoming to newcomers, it is helpful to make available clear statements about our beliefs and practices. The Growing Our Meetings Working Group (“working group”) has identified the need for a statement about beliefs of BYM Quakers, the absence of such a statement being a barrier to welcoming newcomers. Such a statement might take the form of explaining that the Yearly Meeting welcomes people regardless of their theological beliefs.

Such a statement would talk about being welcoming. This fits in with the Yearly Meeting’s general orientation to increasing diversity. Greater diversity along any dimension can be achieved by being welcoming to each individual just as they are.

The working group has prepared a preliminary discussion draft which will be presented at a workshop on theological diversity scheduled for Saturday Aug. 3 at 2-4 p.m. All interested in discussing the topic are invited to join.

The working group seeks the Yearly Meeting’s endorsement of a process to season the statement in conversations with local Meetings. One reason for this is to enable local Meetings to take ownership of this statement and to consider how to integrate it into their lives. Saying that we are welcoming is easy enough, but implementing this concept day to day is more of a challenge.

The working group is ready to meet with interested local Meetings for a conversation on this issue. We envisage the conversation as including not just the statement on theological diversity but also the question of the local Meeting’s attitude to growth and to increasing diversity along all dimensions, not just theological diversity. The specifics of how the conversation might take place might differ for different local Meetings. Some might just send us their thoughts. Others might schedule a more intensive discussion. In planning the discussions with local meetings, the working group intends to consult with the Advancement and Outreach Committee (under whose care we operate), the Working Group on

Racism, the Growing Diverse Leadership Committee, and any Change Group which the local meeting has established.

*Proposed minute on theological diversity seasoning process*

*The working group asks the Yearly meeting to embrace the process for seasoning the proposal from the Working Group on Growing Our Meetings to adopt a minute on theological diversity.*

*Proposed follow up*

The Growing our Meetings Working Group will contact local Meetings to get their views on the discussion draft on theological diversity (which might be revised from time to time). For those local Meetings that wish to have a conversation on this issue, the working group will consult with BYM's Advancement and Outreach Committee, the Working Group on Racism, the Growing Diverse Leadership Committee, and any Change Group which the local Meeting has established.

The working group will then bring back the discussion draft as a proposed minute, either to Interim Meeting or to Annual Session, no later than August 2020.

After its adoption, the minute would be made available on the BYM website. It would also be submitted to the Faith and Practice Committee for eventual incorporation into Faith and Practice.

## **ATTACHMENT Y2019-56**

### **MEMORIAL MEETING FOR WORSHIP MEMORIAL MINUTES**

**Elizabeth Ann (Susie) Hutcheson Fetter**

**2nd Tenth Month, 1936 — 21st Third Month, 2019**

Elizabeth Ann (Susie) Hutcheson, born in Kingston, PA on October 2, 1936, was the second of three daughters of Allen Farrar Hutcheson and Marian Virginia Hornbaker Hutcheson. Her father had moved North from Virginia to work in the anthracite coal industry. Susie lived her young life in a loving family and a neighborhood full of kids and games. With no TV, the local library and radio were great sources of information and exposure to the wider world, while church choir, Sunday School and many neighborhood friendships provided a deep grounding in the community.

Only five years old when the United States entered WWII after Pearl Harbor, the changes imposed by rationing and blackouts were confusing. The death of one neighbor's son, the sense of impending doom fostered by propaganda films and Susie's own reflection upon hearing of much worse privation and terror suffered by children in the war zones—all these cemented Susie's deep commitment to the hope of a world free of war.

After beginning her formal education at Main Street School, she completed High School at Wyoming Seminary where she was the recipient of the Ruggles Award made to the outstanding graduate of the Class of 1954. She next attended Goucher College in Towson, MD, obtaining an undergraduate degree in Biology in 1958. She also earned a Master of Arts in Teaching from Johns Hopkins University in 1960, which included practice teaching at Milford Mill High School.

On June 25, 1960 she married Robert (Bob) Pollard Fetter. Before having two children, Allen Hutcheson Fetter (born in 1962) and Elizabeth (Lizzie) Pollard Fetter Kellett (born in 1965), Susie taught almost two years of high school biology at Roland Park Country School (RPCS) in Baltimore City.

In 1964 she was diagnosed with ankylosing spondylitis, a painful and debilitating arthritic condition, which came with a number of attendant challenges, especially during her last four years of life. This disease, which in Susie's own words, "dominated" her life, first appeared when she was 16 but remained undiagnosed with intermittent symptomatic episodes until her late 20's. Though the disease's progression caused pain as joints deteriorated and her spine began to fuse, Susie fought off its effects and learned to "manage." Courageous and determined, she might be slowed but would not be stopped. Illustrative of both her style and outlook, Susie described how she found that while underarm crutches helped relieve pain, her "fashionable 60's wardrobe of short dresses were hiked up to immodest levels," hence the "Canadian Crutches" she used for the rest of her life. She also learned that admission of her limitations allowed engagement with others and later proved a role model to her students who also struggled with disabilities.

In her memoir, Susie states "I am certain that my disability helped me raise independent, self-sufficient kids." Indeed, Allen and Lizzie learned early on to navigate the city by foot and public transportation. Additionally, there was a three-month hospital stint of in-patient traction while her leg broken while riding on skis healed. Her hospital wing usually housed patients from prisons, mental hospitals and those living on the edge of poverty. One of her roommates was a stripper from The Block. When the clerk of Ministry and Counsel paid a call, Susie was just trying on the Stripper's wig. All this, in her words, "broadened my perception of humanity and kept me entertained." During those months even Bob's naturally high energy was challenged as he attempted to keep the house running while commuting to DC. Wonderful neighbors strengthened the "feeling of belonging to an extended family" as they provided a dinner each night of the week in rotation in their homes while Susie was in the hospital.

Once the home routines were re-established after this long hospital stint, and the kids well established in making their way, Susie found "just" volunteering – at Stony Run, the League of Woman Voters, the Green Circle Program, Planned Parenthood, and coaching debate at Roland Park Country School—were not enough. Seeking the next challenge, she found employment with the Baltimore City schools teaching hospitalized and home-bound kids, often with disabilities. She found that her own challenges provided her opportunities to help students see their own potential and possibilities. She also encountered the harsh realities of poverty and its accompanying violence—she grieved that a few of her students left the hospital, only to die on the streets.

These experiences fueled Susie's life-long commitment to advocacy and justice work. As she stated in her 50-year High School Reunion summary of her service while living in Roanoke, Virginia and serving on the boards of justice-seeking organizations: "I am a bit overboarded right now, serving on five: Friends Committee on National Legislation (FCNL), American Friends Service Committee (AFSC), Refugee and Immigration Services, Vir-

ginia Interfaith Center for Public Policy, and Literacy Volunteers.” To that list compiled in her late 60’s, add Plowshares Peace Center, and we are still not anywhere near the end of the line in Susie’s organizing efforts, including a host of them at Broadmead where she was an active resident for 12 years, serving two years as President of the Broadmead Residents Association, [BRA], next as a BRA representative to the Broadmead, Inc. board, and most recently as co-editor of the “Voice of the Residents” publication.

Across the years Susie and Bob were members of three Quaker Monthly Meetings: Baltimore Monthly Meeting, Stony Run, where Susie twice served as Clerk of Meeting (1973-75, 1979-81), Roanoke Friends Meeting, and Gunpowder Friends Meeting. Friends from the Roanoke area noted upon their leaving, that “calculating the good [the Fetters] did is not possible. ... Hundreds, maybe thousands, of other people are living a little better today because the Fetters were here.” We at Gunpowder, who treasured our living with Susie and are blessed with Bob’s continuing contribution, could not say better except to add a bushel or more of love!!

Bob recalled with joy and warm memories some of the highlights of their work together particularly in the Quaker world: in 1992-1993 serving as the Celebration Coordinators for the 50th Anniversary “Jubilee” for FCNL; in 1994 designing and leading a workshop at Friends General Conference (FGC) on “So You’ve Been Asked to Talk about Quakerism”; in 1996 serving as Friends in Residence with Washington Quaker Work Camps in Greene County, Alabama helping to rebuild burned African-American churches; in 1997 delivering together the 50th Anniversary Carey Memorial Lecture titled “Leadings and Invitations” at Baltimore Yearly Meeting’s annual sessions.

Elizabeth Ann (Susie) Hutcheson Fetter, died March 21, 2019 at Broadmead Retirement Community following a short illness with several complications. In addition to her husband and son and daughter, Susie is survived by daughter-in-law Danielle Hermey, son-in-law Paul Kellett, four grandchildren Isabel Andolina Fetter, Elijah Hutcheson Fetter, Eliza Whitson Kellett and Robert Hutcheson Kellett, two sisters Eleanor Hutcheson Epler of Port St. Lucie, FL and Abigail Hutcheson Fair of Arlington, MA, as well as numerous nieces, nephews, cousins and still more wider family.

**John “Jack” Davidson Fogarty**  
**Born: March 9, 1928, Plymouth, Massachusetts**  
**Died: December 6, 2018, Sandy Spring, Maryland**

John “Jack” Davidson Fogarty, 90, a retired electronics engineer, died on December 6, 2018 in his sleep pain free. He is survived by Margaret Meyer Fogarty, his wife of 62.5 years, a son Eric, a daughter Barbara, and grandson Jonathan.

Jack Fogarty was born on March 9, 1928 in Plymouth, MA, the second child of Jeannette Owens and Thomas S. Fogarty. He graduated from Deerfield Academy in Deerfield, MA and went on to the Massachusetts Institute of Technology (MIT) where he majored in electrical engineering, course VI-A, class of 1949. He received both BSEE and MSEE degrees in 1950.

Jack Fogarty moved to Philadelphia, PA, living in the Friendship Cooperative House where he met and married Margaret C. Meyer in the Moorestown (NJ) Friends Meeting.

He worked for seven companies, the longest being Univac where he got his first patent on a memory circuit for an early solid-state computer. He relocated with his family to Columbia, MD in 1971 where he worked on over-the-horizon radar for ITT, then on, among other things, an optical computer for Westinghouse.

Jack Fogarty held engineering licenses in three states as well as both commercial and amateur radio licenses. He has several patents and has authored numerous technical articles and papers.

Jack's hobbies included square dancing, Sunday bicycling with Peggy (before children), camping, astronomy, and "ham" radio (W3OWJ).

After moving to Maryland they were active with the Quakers in Sandy Spring Friends Meeting in their prison ministry. He also volunteered at the Friends Committee on National Legislation, recording their newsletter for the blind.

He retired from Westinghouse in 1994. Jack and Peggy moved from Columbia, MD to the Friends House Retirement Community, Sandy Spring, MD in 2002.

### **Memorial Minute for Edward (Ted) Kenneth Hawkins**

Edward Kenneth Hawkins died on 12/8/18 aged 90 at Collington Retirement Community in Bowie, MD.

Ted was born to Ruby Annie and John Edward Hawkins in 1929 in Hereford in England, a small market town near the Welsh border, where he lived until he went to university in Hull. While studying in Hull he met Evamaria (Ria) Guillery, a fellow student. He graduated with first class honors in economics and was offered a scholarship to do graduate study at Queens College in Oxford. After receiving his graduate degrees from Oxford in 1952 he married Ria and together they moved to Ibadan in Nigeria where Ted did research at the West African Institute for Economics and Social Research for 3 years.

Upon returning to England in 1955, now with a 9 month old daughter, he obtained a position as Research Fellow in African Studies at Nuffield College, Oxford. During his time at Nuffield College he spent one year in Uganda to research their road transport system, accompanied by his family with 2 children. In 1959, shortly after the birth of their third child, the family moved to Sheffield where Ted was appointed to a lectureship in Economics at the University of Sheffield. During vacations he made several trips to Africa as a consultant, writing reports on transport systems. An invitation to be a consultant for the World Bank as part of a team studying the Spanish economy led to an appointment to work at the World Bank, and the family moved to Bethesda, Md. In 1963. He worked at the World Bank for 25 years, in many countries and departments.

Ted grew up attending an English Baptist church, while Ria grew up attending Quaker meetings. When they started dating, they shared their church attendance and went to Quaker Meeting in the mornings and to Baptist church on Sunday evenings. Before leaving Oxford for Sheffield Ted applied for membership in Oxford Meeting, and then became active member of Sheffield Meeting. After moving to the Washington area the family became founding members of Bethesda Friends, where Ted was an active participant, serving as clerk and on several committees,

He also became heavily involved in the Baltimore Yearly Meeting. He served on Stewardship & Finance, Supervisory Committee and Trustees. He became clerk of Trustees the year the Yearly Meeting bought camp Shiloh He helped to organize the financing of this second camp's purchase and to bring the physical plant up to the standards needed to be operational. He soon realized that the former practice of one camping committee that could manage all matters concerned with camping was not adequate and he established the Camping Property Committee and the original committee became a Camping Program Committee. The Yearly Meeting also appointed a full time camp property manager.

Ted always had a concern for Third World countries, and in retirement became involved the Right Sharing of World Resources, a Quaker not for profit organization. He served on the board and shared the experience he had gained while working at the World Bank.

In 2000 Ted and Ria moved to the Collington Retirement Community in Bowie, Md. and eventually moved their Meeting membership to Annapolis Friends Meeting where he also served on Stewardship and Finance Committee and Trustees. Ted became involved in the life of the Collington community serving on the board of directors as well as several resident committees and the Collington Foundation In his later years, Ted developed dementia, and his family was grateful for the support available in the Collington Community. Ted cared very much for his growing family, which included his 3 children and their spouses, 7 grandchildren and their spouses/partners and 13 great grandchildren, who to his great delight all managed to visit him in the last 9 months of his life.

**Betty Hutchinson**  
**October 16, 1919 - May 16, 2019**

Betty Hutchinson passed away on May 16, 2019, five months short of her 100th birthday. She had lived at Friends House Retirement Community in Sandy Spring, Maryland, for over 30 years.

Betty was born in Argentina on October 16, 1919, to American parents. She grew up totally bilingual. She attended Methodist schools in both Argentina and Uruguay until the family returned to Lincoln, Nebraska, when she was 13, where she attended public schools and the University of Nebraska.

While working at a summer job at Lake Geneva, Wisconsin, Betty got her first taste of sailing, the love of which led her years later to buy a summer cottage in Riva, Maryland, where she could keep a small sailboat. During her last year of college, World War II erupted and

she became friends with two young men who were conscientious objectors. Their ideas strongly influenced the rest of her life.

Betty attended graduate school in social work at the University of Nebraska, then worked in Minneapolis at the Family and Children's Association. During WWII, she joined the American Red Cross in hospital service, serving in India, the Philippines, and Korea. That experience led her to focus on medical social work, in which she eventually received a master's degree from the University of Chicago. This led to a job in Denver, where she learned to ski and enjoy the mountain outdoors.

She developed an itchy foot and in 1952 she accepted a position as a medical social worker consultant to the International Cooperation Administration (now AID) in Panama. This was followed by positions in Delaware and Mexico. In 1960, she accepted a job with the Anne Arundel County Health Department so she could finally live in her cottage in Riva.

During the Kennedy Administration, the Peace Corps became a reality, and Betty accepted a staff position. As such, she did health education work in Colombia, evaluated programs in Chile, and became the Peace Corps Director in El Salvador. She later reflected that working with the Peace Corps was the job she loved the most. Later positions included consultant to family planning projects with the Westinghouse Learning Corps, social worker in a geriatric program with the Anne Arundel County Health Department, and director of the county Drug and Alcohol Treatment Program. She joined Annapolis Friends Meeting in 1971. She also became interested in Transcendental Meditation, and she continued her twice daily meditation practice for many years. She called doing TM the best decision she ever made for her well-being. Betty retired from paid work in 1981.

However, she didn't know the meaning of the word retire. She volunteered for many years with the American Friends Service Committee, serving on various committees within the Mid-Atlantic region and on the national board. She also was interim director of Davis House, AFSC's Washington, D.C., office and international guest house. She attended many a peace demonstration through these years. When she moved to Friends House, she could be found on the corner of Georgia Avenue and Rt. 108 carrying a peace sign on Saturday mornings.

In 2001, Betty transferred her membership to Sandy Spring Friends Meeting. However, Annapolis Friends never quite let her go. Various Friends visited her on a regular basis. Friends remember with loving humor her occasional grouchiness as well as her impeccable integrity and her inspiring devotion to peace. Upon hearing about her death, many Annapolis Friends emailed about the personal support she had offered them. She was active in the practical things – setting up the kitchen in the new meetinghouse, showing up for Quaker Market – whatever needed to be done. She also offered a sizable, interest-free loan to Annapolis Friends to help buy the meetinghouse, and she ultimately forgave a large portion of that loan.

Betty was someone special who touched many lives. She will be missed but not forgotten.

**Susan Jewett Lepper**  
**August 11, 1934—May 14, 2019**

Susan Jewett Lepper was an economist who used her expertise as an instructor at Yale University, a researcher for New York Federal Reserve Bank, a staff member of the President's Council of Economic Advisers, Chief Economist for the U.S. Senate Budget Committee, Assistant Director of the Research Division and Chief of the Fiscal Analysis Section for the Board of Governors of the Federal Reserve System, Senior Economist for the Joint Economic Committee of the U.S. Congress, and as an economist for the U.S. Department of the Treasury.

She was born in Pittsburgh PA on August 11, 1934, the daughter of Helen Jewett Lepper and Robert Lepper. She attended Swarthmore College, receiving her BA in Economics cum laude Phi Beta Kappa in 1955. She then attended Yale University where she received a master's degree in economics in 1956 and a Ph.D. in economics in 1963.

Susan first applied for membership in the Religious Society of Friends through Morning-side Preparative Meeting, New York Monthly Meeting, in 1962. She moved to Washington, DC in 1963 and attended Friends Meeting of Washington (FMW) until she moved to Connecticut in 1966 and formally transferred her membership to New Haven Friends Meeting. She returned to Friends Meeting of Washington in 1991 and became a member of this Meeting in 1995.

Susan immediately became Co-clerk of the Finance & Property Committee where she managed the financial aspects of repairing and restoring the Meetinghouse. She served on the FMW Board of Trustees from 1997 until 2009. She was the Meeting's Recording Clerk from 1999 through 2001 and Alternate Presiding Clerk of the Meeting in 2009 and 2010.

She served as Clerk of the Records and Handbook Committee from 2004 to 2008. From 2005 to 2010 she served on the Planning Committee, which was responsible for developing plans for the FMW renovation work that is now nearing completion. For several years she volunteered with the Meeting's Hunger and Homelessness Task Force and participated in the FMW Spiritual Formation Group.

She also found time to volunteer for several years outside the Meeting with the American Friends Service Committee DC Peace and Economic Justice Program, the St. Luke's Shelter, which was located near her home, and in support of a Friend who worked on the Torreon/Star Lake Chapter of the Navajo Nation.

Additionally, Susan curated the artwork and legacy of her father, who was a noted artist and professor of art.

**Memorial Minute for Joe Rogers**

Joseph Evans Rogers, Jr. died at age 80 on Jan. 11, 2019 from metastasized prostate cancer. Joseph was born on Jan. 8, 1939, the only child of Mary A. Jones and Joseph E Rogers, in

Mt. Holly NJ. Joseph married Gertrude “Trudy” Brown in 1964 under the care of Friends Meeting of Washington.

Joseph attended Moorestown Friends School; upon graduation he went to Haverford College where he majored in chemistry and then on to Cornell University where he earned his PhD in Organic Chemistry. He then taught organic chemistry at Carleton College, Northfield MN, and Earlham College, Richmond IN, before moving into academic administration with the Great Lakes Colleges Association. Wanting to move back to the mid-Atlantic region to be closer to aging parents, Joe looked for employment in Washington DC. He worked at the American Chemical Society as a research grant program administrator for their Petroleum Research Fund, encouraging grants for work at liberal arts colleges as well as major universities, retiring in 2000. In the early 1970’s he broadened his academic interests with study about energy production and the environment. This interest continued to grow as he worked with the Petroleum Research Fund. In retirement he continued his interest in energy and climate change issues, even offering an adult learning course on Energy and the Environment at the Washington College Academy of Lifelong Learning.

Joe Rogers greatly valued his long Quaker heritage, and loved to share stories about his Quaker forebears. These deep Quaker roots found expression in a lifetime of service to the Religious Society of Friends, for which he felt a personal sense of responsibility. Joe served as treasurer for the Young Friends of North America in the early 1960’s, and as monthly meeting treasurer for Langley Hill Meeting. His ability to explain budgets and financial decisions with simplicity and clarity was greatly appreciated by Friends, and he was repeatedly called on to serve in this way. He served on the Board of Sandy Spring Friends School and then Friends House. He clerked the Finance Committees for FCNL and later for Friends General Conference and also for Pendle Hill. A good strategic thinker, he saw the policy implications of many lightly proposed actions and was willing to ask hard questions, especially about important proposals. He was constantly looking for the best way forward, and his energy and enthusiasm inspired others to redouble their own efforts.

For their ‘active retirement’ Joe and Trudy moved to the Eastern shore of MD, to a house in the woods along Fairlee Creek that they had designed themselves. Joe loved the water, and carefully maintained a canoe and other small craft for exploring it. He loved raising flowers and vegetables in the small front yard, and enjoyed walking among the ancient trees, noting where there was downed wood to be harvested for his beloved fireplace. An avid birdwatcher, he ringed the patio with birdfeeders, and fretted about the pesky squirrels. There were several nature reserves and birding areas nearby that he loved exploring, and he particularly enjoyed taking guests on walking tours to introduce them to the joys of birding.

Joe had a particular gift for hospitality. He had a keen wit, a dry sense of humor, and a love of puns. He loved bringing people together for an evening or a casual weekend, in hopes that they would build a lasting connection. He thought carefully about who among his many acquaintances might especially appreciate each other if they had a chance to meet, or might want to join forces around some common concern, and he issued invitations accordingly. He presided over these gatherings with a kind of courtly grace, and a heartfelt desire to make everyone feel at home, while Trudy quietly managed the work of hosting. It would

---

be impossible to count the number of friendships that grew out of these encounters at the Rogers' home, or the beach house where they spent a week each August.

Joe took great pride in his two daughters Elizabeth Evans Rogers and Mary Katherine (Kathy) Rogers, and never tired of talking about their academic prowess and professional achievements. Later he welcomed his son-in-law, Leonard Dickens, and grandsons, Alexander Evans Dickens and Mateo Edward Rogers into the family with open arms. He enjoyed having his family together, all of his progeny in one place. One particular highlight was Kathy and Leonard's wedding in the great room in the house on Fairlee Creek in August 2004. Joe never succeeded in getting his grandsons interested in birding, but he did teach them to fish from the dock. His children and grandchildren especially remember how he would send them off on a canoe trip down the inlet, and then sit on the dock watching the birds through his binoculars, waiting for them to come back.

One of the cards we received spoke of "One life lived, Many lives touched." Joe's influence will live on in the buildings whose plans he tweaked and the financial structures he encouraged and adopted. His memory will also live on and color the ways his family and friends remember and honor him and his service to so many groups, especially the Quaker ones.

---

**ATTACHMENT Y2019-63**  
**PEACE AND SOCIAL CONCERNS COMMITTEE REPORT**

## Baltimore Yearly Meeting

*of the Religious Society of Friends*  
17100 Quaker Lane  
Sandy Spring, Maryland 20860-1267

301-774-7663  
Fax: 301-774-7087  
bym@bym-rsf.org

---

August 8, 2019

Representative Elijah E. Cummings  
U.S. House of Representatives  
2163 Rayburn House Office Building  
Washington, D.C. 20515

Dear Representative Cummings:

In response to recent attacks on you and Baltimore, our Yearly Meeting expresses its appreciation for your public service and leadership in the U. S. House of Representatives on behalf of your constituents and our country.

At a Meeting for Worship with a Concern for Business, held at our Annual Session last week in our 348th year, with over 200 Friends in attendance, we agreed to send this letter of appreciation to you. When Quakers make decisions together, we make our decisions in worship, and we know we have a decision only when we reach unity, that is, when there is no dissent.

Baltimore Yearly Meeting is a regional community of the Religious Society of Friends (Quakers) that includes over 6,000 people in 50 local Quaker Meetings in Maryland, Virginia, West Virginia, Pennsylvania, and the District of Columbia. Within your Congressional District, we have three Quaker Meetings: Homewood (3107 N. Charles), Gunpowder (Sparks), and Patapsco (Ellicott City), as well as many individuals who live in your district and participate in nearby Meetings, including Baltimore-Stony Run and Sandy Spring. Several Friends from Patapsco and Sandy Spring Meetings participated in the Courageous Conversations in Howard County, which you helped initiate. In addition, many youth in your district, not all of them Quaker, participate in our summer camps.

Love and Light,



Ken Stockbridge  
Presiding Clerk  
[ymclerk@bym-rsf.org](mailto:ymclerk@bym-rsf.org)

*Friends in Maryland, Virginia, Pennsylvania, West Virginia, and the District of Columbia*  
[www.bym-rsf.org](http://www.bym-rsf.org)

## ATTACHMENT Y2019-64

### QUAKER EARTHCARE WITNESS REPORT

Report to Annual Session  
by Baltimore Yearly Meeting Representative to  
Quaker Earthcare Witness  
Barb Adams (Richmond)  
8/3/2019

This first year as your BYM rep to Quaker Earthcare Witness has been a very full and challenging one. Some highlights:

~ I, with my two film partners, finished a film for QEW for the organization's 30 anniversary called *Quaker Earthcare Witness: A Panorama*, that blends powerful messages from QEW participants with stunning visuals of a world we are losing at an alarming rate. This film comes at a time when QEW is seeking organizational transformation and renewal. Hayley Hathaway, QEW Publications Director, and I will be showing the film again in an interest group this afternoon.

~ This spring I received a travel minute from Richmond Friends Meeting, and am scheduling visitations as my schedule allows to Monthly, Interim and Quarterly Meetings to share the film, talk about aspects of earthcare and discover how together we can build a network of Quakers in Action for the Planet. Please, contact me!

~ Unity with Nature Committee and I are collaborating on a quarterly epistle to go out to Meetings to include in your newsletters/news lists or be made as announcements. We would like to keep our Monthly Meetings contacts as current as possible to receive these environmentally-focused blurbs and some occasional messages, so please check and update this list.

~ My work this past year in developing my QEW role as a liaison to Women's and Indigenous Groups around the world addressing Climate Crisis and Environmental injustice and Racism has brought so much personal growth and understanding, on a challenging and steep learning curve.

Last fall I travelled to Kenya, working with fellow Quaker Joseph Akeyo on a personal project, a school for children impacted by HIV/AIDS. While there, I was able to meet with Milka Kuto, a young woman of the Sengwer People whom I met at the previous UN Permanent Forum on Indigenous issues in NY. The Sengwer have a cultural and spiritual attachment to the Embobut Forest in Western Kenya and Milka has been working tirelessly to protect her people from illegal evictions and destruction of their homes. According to Amnesty International, a Kenyan government task force on conserving forests by ejecting forest communities concluded that the Kenya Forest Service (KFS) colluded in extensive illegal logging and destruction of the Embobut Forest, for which the Sengwer are being blamed and persecuted. Despite this finding, the task force recommended the continued indiscriminate eviction of communities living in endangered forests, including the Sengwer. I met with some Kenyan Quakers in Nairobi, but was unable to make much headway in

finding support for Milka and her People against the human rights violations and welcome all and any connections and assistance in these efforts.

My experience with Milka and meeting Emma Condori, our Friend from Bolovia, here, brings into sharp focus the face of climate change that I believe Quakers can readily resonate with. Environmental justice issues are human, social, civil rights issues and at the root of these issues are national and multi-national corporations, usually seeking to extract resources, with government acquiescence or active collusion. Not surprising, the directly affected communities are those with the least power and influence: poor, indigenous, brown and black, immigrant, refugee, often rural, and I would add youth and unborn.

On the surface, these can seem like isolated issues “business as usual” activities in communities, states, nations, where companies hypnotize local governments and unaffected people with the promises of jobs and revenue. But collectively - en masse - it is a violent onslaught against the natural world for profit, greed and perpetuates a system of dominance and submission. For any of us not experiencing daily pain and life challenges, this speaks to our privileged place in the world - for now - that buffers us from the harsh realities experienced by so many. This is changing quickly, as more friends in BYM states can attest.

I would like to share with you a message that has galvanized and inspired me, a speech by Greta Thunburg to the United Nations.

Friends, I thought a lot about whether or not to share Greta’s message here today. I have chosen to do so, knowing that it may be seen as too negative, too harsh or upsetting. But I chose to because I believe Greta models brilliantly plain-speaking her truth to power, something that we Quakers know something about, but have seriously lagged in identifying climate crisis and environmental racism and injustice as worthy of this honored and powerful behavior.

Also, Greta’s direct and laser sharp call is juxtaposed to the world’s, including Quakers, well-meaning but often vague and muddled messages and actions. At the end of Eileen Flanagan’s workshop on Fear in Tumultuous Times, the query was posed “What could Quakers do if we could let go of our fear?” As a Quaker but also as your QEW rep I ask each of us not to discuss, explore or figure out why, but now to work through our fear and resistance, and find our own words of deep, beautiful, spiritual truth and act from them to save our home.

I am grateful for this opportunity to serve and thank the yearly Meeting for continued support - financial and in so many other ways. Please hold me in the Light as I continue to find and walk my path.

**ATTACHMENT Y2019-66A**  
**WORKING GROUP ON RIGHT RELATIONSHIP**  
**WITH ANIMALS REPORT**

**Advanced Report for Annual Session 2019**  
**Working Group on Right Relationship with Animals**

A year ago at Annual Session, the gathered meeting adopted this minute: *In the interest of peace, and with a deep concern for the living world, Baltimore Yearly Meeting of the Religious Society of Friends encourages Friends to discuss how to extend the circle of love to animals, and to consider their welfare when making food choices.* Our Working Group is grateful to the Yearly Meeting for promoting open discussion about this important subject.

We now invite everyone to choose a diet at least one day a week that is free of animal products, or to add another day per week for those who have already been doing that. Few actions in our daily lives can have as much direct benefit to another living being and to the environment as taking this one simple step. If everyone in the United States were to reduce their consumption of animal products by one seventh, more than a billion land animals would be saved every year from a life of misery and an untimely death. A hundred million acres of land would be made available for other purposes including wildlife habitat and reforestation. Many billions of sea creatures including whales and turtles would be spared. Having experienced the joy that comes from saving some of our fellow creatures, we may start to ask ourselves, why not spare them all?

**ATTACHMENT Y2019-66B**  
**WORKING GROUP ON RIGHT RELATIONSHIP**  
**WITH ANIMALS REPORT**

**Oral Report by the Right Relationship with Animals Working Group**

Good morning, Friends.

My name is Dayna Baily and I am a member of Penn Hill Friends Meeting in southeastern Pennsylvania. I am also a part of the Right Relationship with Animals Working Group, which took shape under the leadership of Margaret Fisher at Annual Session in 2014. The mission of our working group is to reduce animals' suffering. Collectively, we desire a world in which all sentient species are treated with love and compassion.

Because of the tremendous scale of misery and torment caused by the animal farming industry, combined with a misguided cultural imperative that makes animal protein the center of every meal, most, but not all, of us in the working group have elected to eat a plant-based diet. But please understand that what brings us together is the strength of our commitment to reduce animals' suffering, not the number of plant-based meals a Friend manages to pull off in a week. We are well-acquainted with the challenge of going against the grain and view the transition to plant-based eating as a gradual process.

My name is Edie Silvestri from Langley Hill Friends Meeting. My diet is primarily vegan because of the kinship I feel with all animals and a deep concern for their welfare, my desire to reduce my carbon footprint—and for my physical health and in order to enjoy feelings of well-being.

My name is Margaret Fisher from Herndon Friends Meeting. While performing an atrocious experiment on a live frog in college, I had an epiphany: if it was wrong to unnecessarily harm and kill that frog—which it clearly was—then it would also be wrong for me to unnecessarily harm and kill animals for food, given the many healthy alternatives at my disposal. In a life filled with dilemmas and difficult choices, it has been a great joy to me to have this one way to consistently live up to my principles while also helping to counter the forces that are leading to environmental collapse. It has also been a pleasure to see our society adopt more animal-free foods and use human creativity to come up with a cornucopia of delicious and convenient plant-based options. I elaborate on these positive changes in “A Vegan Offers Three Reasons for Hope,” an article published in the June/July issue of *Friends Journal*.

My (Dayna) decision to adopt a plant-based diet was the result of a come-to-Jesus meeting I had with myself about 7 years ago, when my conscience wanted to know why, as someone who had always considered herself to be an animal lover, I was eating them. If you would like to know how my solitary drive to silent worship led to my permanent transition to a vegan diet, please read the personal essay that I wrote for the June/July issue of *Friends Journal*. It is titled “Butcher Hogs for Sale.”

A year ago at Annual Session, the gathered meeting adopted this minute: *In the interest of peace, and with a deep concern for the living world, Baltimore Yearly Meeting of the Religious Society of Friends encourages Friends to discuss how to extend the circle of love to animals, and to consider their welfare when making food choices.* Our working group is grateful to the Yearly Meeting for promoting open discussion about this important subject.

Our concern for animals is not fringe; it is fundamental to our faith’s commitment to peace, and stewardship, and love. One of the voices held up to the light in Baltimore Yearly Meeting’s *Faith and Practice* is that of Martin Luther King, Jr. who states, “Peace is not merely a distant goal that we seek, but a means by which we arrive at that goal.” His son, Dexter King, former director of the King Center for Nonviolent Social Change in Atlanta, is a vegan for reasons of conscience. In his own words, “If you are violent to yourself by putting things into your body that violate its spirit, it will be difficult not to perpetuate that onto someone else.” Dexter King’s decision was inspired by human rights activist Dick Gregory, and he convinced his mother, the founder of the King Center for Nonviolent Social Change, to do the same. She viewed veganism as the “logical extension of Martin Luther King Jr.’s philosophy of non-violence.”

Today, Saturday, August 3rd, Baltimore is hosting Vegan Soul Fest for the sixth year in a row. The purpose of this event is to inform African Americans about the many benefits of plant-based eating. The event initially took shape at Land of Kush, an African-American owned vegan restaurant in Baltimore.

Reasons to adopt a vegan, or plant-based, diet abound. In addition to a concern for animal welfare, they include a concern for the environment, as well as human health. As a country, we are in a degenerative state nutritionally, due to an increasingly high percentage of lifestyle diseases attributed in part to the consumption of animal products. Our current generation of children is the first in history projected not to outlive their parents for this reason. It's worth noting that even the U.S.D.A views Americans' consumption of animal protein as excessive.

So we now encourage everyone to choose a diet at least one day a week that is free of animal products, or—for those who have already been doing that—to add another day per week. Few actions in our daily lives can have as much direct benefit to another living being, including ourselves, as taking this one simple step.

Please feel free to contact us by email, or by phone, if you have questions or would like some pointers on making plant-based cooking delicious, sustaining, and affordable.

Thank you.

## **ATTACHMENT Y2019-72**

### **GROWING DIVERSE LEADERSHIP COMMITTEE REPORT: DECLARATION BY BALTIMORE YEARLY MEETING AS AN ANTI-RACIST FAITH COMMUNITY**

In struggling with how to ensure that our Yearly Meeting is an anti-racist faith community, we have come to some convictions.

#### **WE ASPIRE TO RECOGNIZE AND AFFIRM DIVERSITY AS A MEANS TO TRUTH**

We Friends are of many skin colors, ethnicities, socio-economic backgrounds, gender identities, sexual orientations, abilities, stages of life, and socially constructed racial identities. We are all seeking the Spirit's presence in our lives, and in our life together. We recognize that some of us have experienced oppression and marginalization in ways that others have not. We aspire to live as members of the blessed community, which is one of liberation, equity, and great diversity across all differences.<sup>1</sup>

#### **WE APPROACH RACISM AS A VIRUS TO BE HEALED**

Simply "addressing" racism is too weak. Believing that we can simply end racism is too optimistic. Our response to racism must be to challenge it, to confront it, to correct it, and to heal this societal infection.<sup>2</sup>

---

1 Baltimore Yearly Meeting Statement of Vision (2016, adopted as revised)

2 Baltimore Yearly Meeting Epistle (2017 Annual Session)

**WE ARE COMMITTED TO BECOMING MORE INCLUSIVE AND WELCOMING TO ALL**

We are committed to discerning how our Meetings at all levels can be more inclusive and welcoming to all, can encourage participation and leadership among all Friends, and can build an anti-racist, multicultural community.<sup>3</sup>

**WE STRIVE TO DO MORE TO BUILD AND MAINTAIN TRUST**

We will focus upon being more authentic (sharing the real me), logical (being rigorous in my thinking), and empathic (my being in it for others).<sup>4</sup>

**WE SEEK TO ENSURE THAT WE DO NOT BENEFIT SOME AT THE EXPENSE OF OTHERS**

We are encouraged by a practice that was adopted by the Board of Trustees at Pendle Hill Conference and Retreat Center several years ago to vet each decision using the following queries:

1. How might this decision affect people from other cultures or those within the same culture who have different experiences, perceptions, belief systems, and perspectives from our own?
2. To what degree have privilege, class, stereotypes, assumptions, and our ability to include other perspectives affected this decision? Will this decision promote inclusiveness, allow equal access, and welcome those we perceive as different from ourselves?
3. How might this decision advance Pendle Hill's goals of promoting diversity, fostering justice, and creating the Beloved Community for all people?

**A MAJOR STEP TOWARD BECOMING MORE ANTI-RACIST IS TO TEST DECISIONS WE MAKE**

Using queries to examine how our decisions may promote inclusiveness, allow equal access, and welcome those we perceive as different from ourselves could, we believe, guide us in our deliberations. It will also make us more accountable for our actions and less likely to be satisfied with a statement that sounds laudatory, but proves empty or even harmful. In that regard, we seek to always be able to answer the following queries:

1. How could this decision affect those who have been harmed by racist behavior?
2. To what degree have privilege, class, stereotypes, assumptions, and our ability to include other perspectives affected this decision? Will this decision promote equity, diversity, and inclusiveness? Will it enable us to be more friendly and whole?
3. How will we provide opportunities for those most likely to be directly affected by our decision to influence that decision?
4. How does this decision support the declaration of our Yearly Meeting that we are an anti-racist faith community?

**IN LOVE AND PEACE, WE CAN LIVE AS FRIENDS**

We will reach out to and welcome others we do not yet know, but who are God's children, as we are. This must be done with warmth, compassion, love, and truth so it is

---

3 Baltimore Yearly Meeting Epistle (2018 Annual Session)

4 Pettus, C. (2018). A Descriptive Analysis of the Views of People of Color Regarding Building a Bigger and Better Worship Community (A report submitted to the Growing Diverse Leadership Committee of the Baltimore Yearly Meeting)

rightly ordered (has integrity) and reciprocated in love and peace.

Further, we will include friends-to-be in our activities and welcome their questions and differences in understanding and action so as to develop friendships and become a whole community, richer due both to our more diverse composition, perspectives, and strengths and to the truth and love we have grown and used in the process.

# COMMITTEE ANNUAL REPORTS

## ADVANCEMENT AND OUTREACH COMMITTEE

No report received.

### CAMPING PROGRAM COMMITTEE

As we prepare our annual report, the series of Spring Family Camps has just ended and we are gearing up for the beginning of the summer camp season. The trees have leafed out, birds, bees and insects have begun their spring routines, and the sounds of children and adults echo through the woods. Our ponds and streams are brimming with life, providing entertainment and discovery for the curious. And our firecircles once again ring with the sounds of song, silent worship, and spoken ministry. Our Baltimore Yearly Meeting camps provide an opportunity to experience community, recreation, meaningful service, and worshipful appreciation of God's creation. In the context of the community that we create at camp, we teach and try to live up to our Quaker Testimonies.

The work of the Camping Program Committee (CPC) falls into five areas: policy decision making for the summer camping program, collaborating with the Camp Property Management Committee to run the Spring and Fall Family Camps, creating and maintaining camp alumni networks, recruitment of campers, and supporting the work of the Camp Program Manager. We meet 9 or 10 times a year to accomplish these tasks. Twice a year we meet with the directors of our four camps, and we have liaisons with a number of BYM committees.

Last September we held a 40/20 year alumni reunion at Opequon Quaker Camp, welcoming Friends from both the "old" Opequon (1970s era in the floodplain) and the current era (on the hill, "arts" emphasis). Over sixty alumni attended the weekend. The highlights of the weekend were the evening firecircles with singing and worship-sharing. A unique event was the planting of a Peace Pole in memory of a deceased alumnus. We are planning to hold a reunion at each of the residential camps every five years, and work to build and maintain our alumni networks in between these reunions.

We are happy to report that our search for a new director for Opequon Quaker Camp resulted in the hiring of Sean Hickey. Sean is a BYM camps alumnus and staff member, having grown up in Frederick Friends Meeting. Friends can look forward to meeting and greeting Sean during Annual Session this summer. While preparing to hire a new director, the CPC took the opportunity to update the job description for camp directors. We also decided to revise the annual evaluation instrument used by the Camp Program Manager with our camp directors and will be testing out a new format after the 2019 camping season.

As part of our policy-making responsibilities, the CPC made one addition to the staff handbook concerning staff children at camp. We also revised/clarified our policy concerning tobacco use and "vaping". The committee is also responsible for the camper handbook, and we clarified some parent concerns about how we handle challenging behaviors at camp. In March of 2018, the directors participated in a training and discussion about techniques for approaching various behavior challenges at camp.

Our camper recruitment efforts include holding events in several locations, helping Monthly Meetings encourage their young Friends to come to camp, and contacting families who are referred to us. This is an area where we can always use more help. Several BYM Monthly Meetings routinely send their young people to camp. We are happy to go to other Meetings who would like to hold events to learn about our camps. Please contact our committee clerk or Jane Megginson, the Camp Program Manager.

The committee spent a lot of time discussing the STRIDE program and how we can best support it. We feel this is an important program of the Yearly Meeting, which requires a lot of time and energy. After participating in many meetings and discussions, we are happy that the STRIDE program will be directed and supported by the Growing Diverse Leadership Committee. Of course, the CPC will continue to collaborate with this project, as it is part of our overall efforts to be more inclusive at the camps. We look forward to working with the new STRIDE coordinator.

The challenges of operating Opequon Quaker Camp on the Pigeon farm in Brucetown, VA continue. This spring we learned that the swimming pool will no longer be operational due to old age and therefore not available for camper use. Flooding concerns continue as the wet spring weather raised the water level of the local stream. We expanded our property search committee to include a representative from Trustees and the Stewardship and Finance Committee. A way forward has not been made clear, yet, but we are doing our research, evaluating our needs, and examining possibilities within the BYM area.

The CPC takes seriously its responsibility to evaluate our programs and look for ways to improve them and make adjustments to meet the needs of our camp families. We try to make sense of the ebbs and flows of camper enrollment. Most importantly, we reaffirm our commitment to our Quaker values by making our camps more diverse and inclusive, earth-friendly, “unplugged”, and loving communities. Campers, staff, and parents tell us that their lives are enriched by the BYM camp experience. It is the work of the “Fire at the Center”, the Inner Light, God Within. That is why we remain so dedicated to the work of the BYM Camping Program.

### **CAMP PROPERTY MANAGEMENT COMMITTEE**

The Camp Property Management Committee (CPMC) maintains structures at three residential camps and maintains and conserves 800 acres. CPMC met six times from August until May. We met in February with the Camping Program Committee (CPC). Members of the CPMC Committee meet both in person or on Zoom (conferencing system). The Committee has few members and has requested additional members from our Nominating Committee liaison.

After extensive review, the Committee approved the revised 2020 Budget with completion of end of year numbers by David Hunter. To help increase income from the camps, we have begun working on how to increase off season camp rentals (weddings, festivals, etc.). A member of committee developed a marketing brochure featuring all three camps. We will continue to develop a plan on how to advertise the availability of the camps.

The Committee dedicated two sessions to exercises that led to our contribution to “Cooking Up a Case Statement and the Strategic Objectives” for the Development Committee.

The Committee continues to support the Camp Property Manager in planning and managing projects. The Committee spent substantial time reviewing and approving of the plan to purchase a new shower trailer for Opequon. We also reviewed changes to the floor plan for the existing bathhouse which includes an ADA accessible shower and new toilet partitions and doors. We reviewed repairs at Catoctin to the kitchen wall, installation of new “sharps sink” and cabins, the building of a cabin and the replacement of the Infirmary roof. At Shiloh, the camp road has been repaired and plans to build a new cabin have begun.

We supported six Family Camp Weekends since last August. The Family Camp Weekends (FCW) continue to provide both CPMC and CPC with opportunities to physically connect with our residential camps. We also have had the opportunity to share meals and work with camping families and volunteers. At recent weekends, debris from a cabin and the infirmary roof were removed by committee members and volunteers.

The Committee again thanks David Hunter for his dedication, leadership, and hard work. We also thank our volunteers for their commitment to our camps.

### **DEVELOPMENT COMMITTEE**

Development opened 2019 with an appeal to fund Fifty Campers in Fifty Days, with the ultimate goal of \$75,000. (Some 550 campers, including many campers of color, are enjoying Quaker camp this summer.) In a subsequent appeal, camp alumna Sarah Williamson reflected on how Quaker camp contributed to her life and invited other alums to join her in helping to assure that our camp infrastructure is there for the next generation.

Specific capital expenses include the construction of two new cabins (one at Shiloh and one at Catoctin), repairs to the kitchen at Catoctin, a new shower trailer at Opequon and other needed camping equipment. Notably, campers at Catoctin are enjoying their third year of the new environmentally-friendly bath house, while those at Opequon are benefitting from renovations to both bathhouses.

At the March 2019 Interim Meeting, Friends approved creating a position beginning in 2019 for a staff person to coordinate STRIDE (Strengthening Transformative Relationships in Diverse Environments). Operating in Baltimore, Washington, and Charlottesville by Young Adult Friends, the STRIDE program work with local meeting, community groups and individuals to raise scholarship funds to bring more campers of color to camp. Overall, embracing diversity at BYM brings renewed energy to the Yearly Meeting’s undertakings.

The need for more diversity is being recognized by those who support the camping program as well as by contributors more generally. In the first six months of 2019, the number of donors who directed their donations to diversity initiatives increased to 80 compared to 62 such donors in the same period in the prior year. Actual contributions for diversity-related activities came to nearly \$28,840 in the first half of 2019.

The Yearly Meeting also is seeing an increase in those who make repeated, automatic electronic contributions. As of mid-June 2019 there were 93 such “auto-donors,” whose regularly-timed support helps lend more predictability to the yearly meeting’s income. The Development Program would like to see this method of electronic giving grow.

In October, Ann Venable, who had served as BYM’s development director for five years, announced she would be leaving at the end of December to join her family in Atlanta. Ann agreed to continue past that time as a search committee looked for a new director. Mary Braun took over the position in early May. A member of Patuxent Friends Meeting, Mary comes to BYM with a background in nonprofit organization, management and marketing. Mary is deeply motivated to expand support for BYM while demonstrating the value that it brings across the four-state region of meetings. She is eager to visit monthly meetings and welcomes invitations to attend.

Amid steady growth in donations, the Development Program has set an ambitious income goal of \$580,000 in contributions for fiscal year 2020. This budget target encompasses both operating and capital needs in the coming year and helps to keep the apportionment level stable while continuing to offer BYM’s enriching programs and events. With an eye to the future, Development also will be furthering its endowment efforts.

Long term goals include legacy gifts to provide for Yearly Meeting’s future. Targeted mailing and new webpage information at [www.bym-rsf.org](http://www.bym-rsf.org) provides prospective donors multiple options for giving through IRAs, appreciated assets, life insurance, bequests, and other means. Friends’ rich heritage deserves a vital future.

Fundraising Summary					
Fund	Jan 2019 Thru June 2019		Jan 2018 Thru June 2018		2019
	Donors	Total	Donors	Total	Fundraising Goal
Annual Session	0	\$0.00	0	\$0.00	\$ 5,000.00
Barry Morley Scholarship	8	\$420.00	9	\$626.00	\$ 10,000.00
Camp Property Capital	11	\$20,845.81	13	\$6,145.00	\$ 250,000.00
Camp Property Operating	1	\$150.00	1	\$130.00	\$ 165,000.00
Camping Program	103	\$30,786.55	80	\$32,018.00	
Diversity	80	\$28,840.00	62	\$33,028.50	
General Fund	87	\$26,023.60	91	\$51,685.12	\$ 160,000.00
Gifts in Kind	3	\$1,530.56	1	\$52.63	
Indian Affairs			1	\$500.00	
Spiritual Formation	4	\$210.00	6	\$238.00	\$ 2,000.00
Women's Retreat	4	\$135.00	45	\$3,731.00	\$ 4,000.00
Youth Programs	3	\$140.00	3	\$150.00	\$ 36,000.00
	264	\$109,081.52	265	\$128,304.25	\$632,000.00

### EDUCATIONAL GRANTS COMMITTEE

No report received.

### FAITH AND PRACTICE COMMITTEE

In 2016, it was recognized that the charge of the Faith and Practice Revision Committee was unclear, so that it was difficult to find members to serve on the Committee. At Tenth Month 2016 Interim Meeting, an ad hoc Faith and Practice Process Clarification Commit-

tee was established to offer changes to the Manual of Procedure and provide more detailed guidance to the Faith and Practice Revision Committee on how to approach its work.

“Advice and Guidance for Faith and Practice Committee” prepared by the ad hoc Committee was presented at 2017 Annual Session and attached to the Minutes (Attachment Y2017-19).

The Advice and Guidance of the ad hoc committee suggested that a new standing Faith and Practice Committee be created to take the place of the previous Faith and Practice Revision Committee, and suggested the new committee could

- consider the 2013 Faith and Practice as a resource;
- propose changes, additions or deletions to the 1988 Faith and Practice in sections, showing how they differ from the approved 1988 Faith and Practice;
- identify and focus first on sections of Faith and Practice that are out-of-date, no longer reflecting current practices, or are unclear or incomplete;
- establish points of contact with groups that may season and propose changes to Faith and Practice;
- engage in ongoing dialog with all BYM groups about faith and practice and Faith and Practice.

At 2018 Annual Session, five members were appointed to the new Faith and Practice Committee that took the place of the previous Faith and Practice Revision Committee.

The Committee has met monthly (via Zoom) and at Interim Meetings face to face. We hope to have new members join us incrementally, so as not to leave the committee bereft of Friends who will share the “institutional” memory for the group.

Our first work has been to spiritually ground ourselves as a group, and by meeting monthly via zoom we seem to have done so.

Our next task was to make available both the 1988 *Faith and Practice* and the 2013 *Resource for Faith and Practice*. With much help from the Associate General Secretary we have prepared the two documents for publication on our webpage, and in hard copies. We seek to revise the 1988 *Faith and Practice* over the years. The 2013 document will remain as is, adapting portions of it as we revise *Faith and Practice*.

We look to work on updating the *Faith and Practice* by looking at the overall structure of the two documents, the marriage sections, the queries and advices, and the language used. We are also discerning how to get feedback from others within the yearly meeting. We aspire to maintain transparency by reporting at Interim Meetings, and updating others through the Interchange. We plan to seek input regarding the vision for Faith and Practice at an Interest Group at Annual Session.

Davis Balderston (Alexandria) and Helen Tasker (Frederick), co-clerks

## **GROWING DIVERSE LEADERSHIP COMMITTEE**

GDL is transitioning from:

- Dyresha Harris's direct leadership to her substantial legacy,
- Being an ad hoc committee to becoming a standing committee,
- A general focus on antiracism work in partnership with BYM's Working Group on Racism (WGR) to specific antiracism work in partnership with WGR and with others, especially STRIDE,

2019 found the ad hoc Growing Diverse Leadership Committee (GDL) moving on after our Outreach and Inclusion Coordinator, and leader, Dyresha Harris had resigned that position. Our desire was to build on her legacy to us by:

1. Doing antiracist work;
2. Adopting a multicultural outlook;
3. Applying lessons from Clinton Pettus's insightful Focus Group Report provided to us in 2018;
4. Taking our place in the Post-Shoemaker, Pro-STRIDE (Strengthening Transformative Relationships in Diverse Environments) era;
5. Collaborating with the Working Group on Racism (WGR) in various ways, including supporting YAFs in their antiracism work, such as development of their plenary for the 2019 Annual Session;
6. Working to support the energy, dedication, and accomplishments of the STRIDE volunteers so they can sustain their effective efforts;
7. Realizing ideas and ideals such as supporting Change Group formation and individual, group, and Meeting growth along a continuum beginning with a concern for equity adding outreach, leading to increased diversity through inclusion, and then friendship, on its way toward wholeness.

In the course of 2019, so far, we have followed and supported the leadership of our WGR partners in bringing training in antiracism work by Dr. Amanda Kemp over two nearly full-day in-person workshops and some shorter, technology-driven sessions to Change Groups as they get started in our local Meetings, as well as to interested individuals. A fuller description of the training may be found in this year's WGR Report.

Both for the Change Group effort and as a general resource, IM Clerk Marcy Seitel, GDL members Lauren Brownlee and Louisa Davis, and a variety of other Friends prepared a binder of materials for Change Groups to use as they get under way. Further, David Etheridge and other WGR Friends created a Google sharing place for all participants in the training and future Change Group communications across BYM.

In addition, as the post-Shoemaker, STRIDE-oriented discussions were developed under Ned Stowe's leadership, way opened for GDL to take on support for the STRIDE program. Because we believe the STRIDE program to be indispensable to the vision of the Yearly Meeting due to its remarkable success in bringing ethnic and economic diversity into the camping program in the past several years, we were enthusiastic about this opportunity.

This new effort immediately changed GDL since it included becoming the committee supporting a to-be-hired STRIDE Coordinator. That, in turn, focused our efforts preparing a job description, budget, and program description for, first, the March Supervisory Committee meeting and, then, after receiving approval, for the March, 2019 Interim Meeting. At the latter, we also submitted a charge for a new Growing Diverse Leadership Committee (GDLC), as we become a standing BYM committee, to be nominated and have our membership approved at the 2019 Annual Session. Interim Meeting approved these proposals.

A part-time, interim STRIDE Coordinator, Jossie Dowling, was appointed in May 2019. The new, full-time Coordinator is to be hired later this year. The search for this individual began in May with the posting of a job description and related materials. A search committee has been selected.

The STRIDE Working Group named Nikki Richards, of Baltimore STRIDE, as its liaison to GDLC. She immediately led a set of spirited and increasingly focused discussions of Reparations supported by a three-way partnership of BYM's Peace and Social Concerns Committee, WGR, and GDLC. Through June, that effort has sponsored two open-to-all ZOOM discussions. In addition, it has formed three committees: Communication, Education, and Logistics, each of which has met and begun its work. Further, we have become oriented to an event being sponsored in October 2019 by the National Council of Churches within BYM's geographic area, in Norfolk, VA, in remembrance of the arrival of African people who were enslaved in the British Colony of Virginia in 1619.

The WGR and the GDL also communicate with other Yearly Meetings and FGC about the antiracism work we are doing.

We are optimistic and excited by this work. It has implications for all of what we do in BYM. Please join us formally or informally. Please discuss what you are doing in ways like those that have been provided by several Meetings and many individuals. We need and ask for your help. Thank you!

### **INDIAN AFFAIRS COMMITTEE**

The Committee met in August, February, April (via telephone), and June and had planning sessions before and a debrief after the major program we put on in October. At a 2018 Annual Session interest group, Dan Cole who is the Geographic Information Systems Coordinator & Chief Cartographer at the Smithsonian Institution gave a talk on the implications of historic maps about and by Native Americans. This year we will show two documentaries. In a workshop entitled "Honoring Promises—Justice in Indian Country," Friends will have the opportunity to see the compelling film titled "100 Years" about Elouise Cobell's successful struggle to return billions of dollars from the federal government to Indian trust account holders. At our interest session, those drawn to healing and connecting efforts can watch "Two Rivers" which illustrates how quiet listening over an extended period of time is a means of showing respect.

**ACTIVITIES.** The committee continues to track court cases and proposed legislation on topics such as adoption, treaty rights, and violence/law enforcement, urging members to

contact their representatives when appropriate. We celebrate the election of the first Native American females to Congress: Ho Chunk citizen Sharice Davids (D-KS) and Laguna Pueblo citizen Deb Haaland (D-NM). We are also heartened that some cities have switched from Columbus Day to Indigenous Persons Day and pray that others may soon join this movement. Since our committee has worked for years on the mascot issue, we are gratified that the Cleveland baseball team stopped using the offensive Chief Yahoo mascot and that the use of Indian images in sports is diminishing. For example, Little League prohibits the use of team names, mascots, nicknames or logos that are racially insensitive and derogatory. We attempt to keep abreast of tribal activities in the BYM region.



*Smudging at opening ceremony*

Our long and short facts sheets on American Indians, Alaska Natives, and tribes in Maryland, Pennsylvania, and Virginia were updated in 2018, along with “We are Indebted to Many Indigenous Peoples on Whose Land We Live.” Two new, brief fact sheets were written. “BYM Friends’ Early History with Indigenous Peoples” (1808-1915) describes the work of Philip Evan Thomas, Benjamin Hallowell, Samuel Janney, Samuel Brosius, and Francis and Guion Miller. The second fact sheet, “Who is a Real Native American? Who Decides?,” informs the public about the criteria for being a tribal member; it was prepared in response to the controversy over Senator Elizabeth Warren’s heritage. Such fact sheets and other materials are made

available on our information table at Annual Session, on the BYM’s Committee website, and used when committee members make presentations.

**AWARENESS.** During the past year, the Indian Affairs Committee focused almost exclusively on creating and executing a half-day event called “Celebrating Native Americans Today.” Its purpose was distinct from the casual programs offered around Thanksgiving and more akin to consciousness-raising, so here is some context. Just as the BYM community has spent time and experienced pain in grappling with racism, diversity, and white privilege, some Quakers in the U.S. and Canada have been concerned with truth and reconciliation and “right relationship” with Native peoples. Objectives include getting religious groups in general and Friends in particular to (1) fully acknowledge our historic privilege of living on others’ land and (2) work toward “decolonization.” The latter can involve unlearning colonial mentalities of exploitation, domination, possession, entitlement, individualism, and “taking over.” The starting point is considering how ALL non-Indigenous people are settler-colonizers, in terms of both the concrete benefits enjoyed today from past injustices and our mindset.

An article from Teaching Tolerance discusses the relevance.

*Today, settler-colonialism plays out in the erasure of Indigenous presence. American schools do not teach about Native Americans, past or present; when they do, information is often wrong or incomplete. Students are rarely taught about contemporary Native peoples who have survived the settler-colonial process and continue to thrive,*

*create, practice their traditions and live modern lives.*

*Mainstream media outlets rarely feature stories about Indigenous peoples, and exceptions are usually during a crisis (see #NoDAPL ...). The government diminishes and destroys Indigenous nations by denying their sovereignty or stealing land for private corporations to use for drilling, mining, fracking, farming and more.*



*Hope Butler (Piscataway) teaching dance*

In June 2012, BYM took one step that is encouraged: studying and repudiating the Doctrine of Christian Discovery or conquest. Being accountable rather than being sorry is key.

Native people are not focused on inclusion/ marginalization of “people of color” or reparations. They are tuned into the impact of genocide and of being affected by colonial politics, policies, laws, and practices that have stolen land and resources, reinforced

acculturation and assimilation, and erased Indigenous identities and lifeways. (In the U.S., Quakers ran boarding schools which forced assimilation.) The indigeneity concept can refer to vibrant but vulnerable First Peoples globally who have rights. Native people want to preserve or recapture their sovereignty and diverse cultures.

While we have not become a part of any face-to-face Quaker “settler” network, our committee continues its centuries-long mission of keeping Native issues in the public view and affording Native leaders an opportunity to speak to non-Indigenous people in a manner they prefer.

**CONNECTION.** Our most recent undertaking was an educational program, entitled “Celebrating Native Americans Today,” designed to engage the public in hearing and supporting issues of concern to Indigenous individuals and groups. A major outreach effort included extending an invitation to every faith group in the Olney, Maryland area and to non-profit advocacy organizations. Preparatory talks were given to groups such as the Boy Scouts. The event was held in October 2018 on the campus of Sandy Spring Friends School and attracted over 200 participants. Fulfilling our goal of engaging young people, a student group presented a panel. Attendees were greeted by signs saying “You are on Piscataway land.”

Every leader/chief of the 19 tribes in Maryland and Virginia was invited, for which a number expressed appreciation even if they could not attend. Several did speak, along with leaders of regional Native American organizations. The event began with a traditional smudging ceremony, in which all attendees were welcome to participate. While the event was extremely well received by Natives and non-Natives, afterwards we learned that we could have handled things more to the satisfaction of the Piscataway Cedarville Band’s

interpretive dancers. Being an ally is not easy, especially when tribes have different expectations, and the process of truth-telling, reconciliation, and decolonization is challenging even for empathetic individuals who are very familiar with Native issues and practices. Nevertheless, relationships were built between Friends and Indigenous leaders. Michael Nephew, former president of the American Indian Society, wrote: “*I had an absolutely fabulous time. You lined up a great set of speakers for your panel. I [also] was impressed by the students that I got to listen to. Great job to all involved in arranging this.*”

Happily, the opportunity to hear directly from Native people was of interest to many. One person wrote

*I am planning on attending and bringing a Native Siberian (Sakha) friend/ leader, Vera Solovyeva. We are looking forward to meeting some of the Piscataway guests you will be hosting. [signed] Marjorie Mandelstam Balzer, co-convenor Indigenous Studies working group and Faculty Fellow, Berkley Center for Religion Peace and World Affairs (Georgetown University)*

Presumptions and stereotypes were challenged during the program. Since the goal was community involvement, it was gratifying that afterwards representatives of the Olney theatre reached out to request assistance with diversity, inclusion, land acknowledgement statements, and even casting. Many participants wanted us to repeat the event annually and others asked how to obtain films shown. For a detailed report on the event, see the article in the Winter 2019 Interchange. In addition, a video is available of the opening ceremony.

**CONTRIBUTIONS.** Administering an historic fund is one committee responsibility. In 1795, Quakers in the northern Shenandoah Valley established a fund to pay Indians for land that Quakers settled. Unable to locate descendants of tribal families who previously lived in the Valley, these Friends set aside those monies for the benefit of other Indians. Approximately \$9,000 remains and sums are distributed annually to organizations, events, and projects. This year, donations were given to the American Indian Society of Washington, D.C., Baltimore American Indian Center, Monacan Museum in Virginia, Friends Committee on National Legislation’s Native American Congressional Advocate, and American Friends Service Committee’s Wabanaki program.



*Panel session Policies and Programs Benefiting Native People  
Kerry Hawk Lessard (Shawnee), left, Lacina Tangagudo Onco  
(Shinnecock and Kiowa), right*

Indian Affairs Committee members demonstrate their dedication and passion for Native concerns by supporting diverse Indigenous causes. Some are ongoing, regular activities like Dellie James’ involvement with the Baltimore American Indian Center, where she is the first non-Native board member, and where she volunteers with the museum, pow wow,

and other activities. Sue Marcus continues her engagement with the Society of American Indian Government Employees, stepping down from their board last fall, though still intensely involved in their fundraising and annual training programs, held this year June (2019) on Seneca Nation lands. Other activities are one-time events, like when the Cedarville Band of Piscataway held a clean-up day on their lands near Waldorf, Maryland, an IAC member participated. As individuals, we contribute to such organizations as the American Indian College Fund, the Native American Rights Fund, Americans for Indian Opportunity, and groups that supported the tribal Standing Rock litigation. Coordination with Native groups is mutually beneficial by sharing information about the BYM IAC and what we do with others, while bringing information about the Native entities to the IAC and its members.

We thank former clerk Dr. Sara Horsfall for her dedicated leadership. Dellie James and Sue Marcus are now serving as co-clerks. We miss member Bob Rugg (Richmond) who died in 2018; the Rappahannock Tribe sent a representative who spoke of his dedication to indigenous concerns at his memorial meeting.

*Current members:* Norm Ash (Alexandria, now in PA), Christine Ashley (Bethesda), Eric Carlson (Goose Creek), Dan Cole (Adelphi), Sara Horsfall (Patapsco), Dellie James (Stony Run), Sue Marcus (Alexandria), Jana and Nancy McIntyre (Sandy Spring), Pat Powers (Sandy Spring), Cathy Schairer (Sandy Spring), and Fred Swan (Sandy Spring).

*Former member advisors:* Martha Catlin, Elizabeth Koopman, Bill Miles

*Prospective members:* Abbey Compton (Herndon), Jimi Ayodele (Patapsco)

## **MANUAL OF PROCEDURE COMMITTEE**

The purpose of the Manual of Procedure Committee is to describe and record how Baltimore Yearly Meeting (BYM) does its work. It is important that the Manual accurately reflect the various committees, groups and paid positions, and their inter-relationships, as a reference for Friends to be informed and to consider how their own gifts can best be utilized within the Yearly Meeting. The basis of the committee's work is to help the Yearly Meeting function better.

Members met once in person, on February 26, at the Westgate Panera in Manassas, Virginia. We also met by Zoom on October 1st and on May 21st and we shared many emails. We continue to look for ways within the Manual to further the stated BYM goal of increasing cultural and age diversity of committees, which we consider to be critical to BYM's relevance in the coming generations.

We have asked several committees to review their entries in the Manual to ensure that it is accurate and complete. This back-and-forth process takes longer than we expected. We have completed a description of how this committee does its work, hoping this will ease each annual committee transition, and we are re-working the entry for the Manual of Procedure Committee in the Manual.

In the coming year, the Committee intends to meet again by electronic means, as needed, and plan to continue our face-to-face meeting in February. We will continue to consider changes which increase the accuracy and usefulness of the Manual of Procedure.

## MINISTRY AND PASTORAL CARE COMMITTEE

The Ministry and Pastoral Care Committee (M&PC) rejoices in the rich spiritual life of BYM, and we are grateful for the many facets of this life that our work brings to us. Our committee's work is immeasurably enriched by working groups that have been under our care for some years. The Working Group on Racism has worked closely with the Growing Diverse Leadership Committee and continues to be an active force: providing anti-racism resources to local meetings, hosting training workshops in support of Change Groups in local Meetings, and supporting a new initiative on reparations. The Spiritual Formation program nurtures the lives of individual Friends through two annual retreats and support of Spiritual Formation programs in local Meetings. These programs serve as a rich resource for Meetings seeking spiritual deepening. The Women's Retreat offers Friends a yearly opportunity to step away from obligations in order to celebrate the life of the spirit with women of all generations. The Intervisitation Working Group shared their ministry of presence with 30 communities of Friends in 6 countries, and they continue to facilitate the presence of Friendly visitors from other Yearly Meetings to our Annual Sessions. While Young Adult Friends (YAFs) are not formally organized as a working group under our care, we continue to explore ways to recognize YAFs—not all of whom are affiliated with a local Meeting—as essential to the life of our Yearly Meeting.

Over the past year, the Ministry and Pastoral Care Committee itself has devoted much time to discerning the two parallel and distinct roles that we must take on as we support local Meetings through the challenges they face. In one role, our work offers pastoral care to the Meetings themselves: listening to and supporting Meetings that find themselves facing painful circumstances. At the same time, local Meetings offer support to their members and attenders with individual pastoral care (through clearness committees, worship sharing, and other forms of discernment). In our second role, Ministry and Pastoral Care seeks to help Meetings nurture these skills.

In the first role, our committee often hears from Friends of challenges their Meetings face. We try to speak from our own experience of ways to deepen Meeting for Business and enrich the spiritual life of the Meeting. Coordinating with the General Secretary, Assistant General Secretary, and the clerks of Yearly and Interim Meeting, we visited and worshiped with local Meetings in order to better understand the challenges with which they had requested assistance. In some cases, we asked Friends with deep skills in conflict resolution to work with a Meeting. In other cases, we asked the Spiritual Formation program and other gifted Friends to offer workshops for spiritual deepening. Each year, as we read the Spiritual State of the Meeting reports, we listen for leadings and challenges as local Meetings seek to hold conditions of the wider world in the Light. One theme we have heard is that, in times of discord, Meetings seek to distinguish the spiritual leadings within a broader push toward social activism. We are considering how M&PC might serve as a resource to support local Meetings in such discernment. At Annual Session, we focus on deepening worship throughout the week. In this, we continue to experiment with increasing the range of opportunities for corporate worship. In 2019 the opening retreat, organized by M&PC, was led by Marcelle Martin, author of *Our Life is Love*.

In the second role, we hope that the newly created Pastoral Care Working Group (PCWG), a fifth group under our care, will help us in meeting the needs of local Meetings. We began this work with a Connecting Local Meetings workshop at Annual Session in 2018, in which Friends from several Meetings shared pastoral care initiatives and needs that their Meetings experience. With these insights, our previous co-clerk completed her service by developing the charge for the PCWG, which was presented at Interim Meeting in October. The Committee's Liaison to the PCWG has taken the lead in gathering Friends to serve on the WG who are interested in building the capacity for pastoral care within local meetings. For this work to be responsive to the needs of local Meetings we will need more Friends with skills in this area. In March, members of M&PC and of the new PCWG gathered at our committee retreat to clarify the goals for our committee and the working group, and to discern how we will work together.

Over the past year, our Yearly Meeting faced the painful realization that at times our Meetings and our schools have failed when responding to Friends in crisis. This realization emerged from the memory of a specific case of sexual abuse and a lawsuit that grew out of this case. As we move forward, M&PC and the PCWG will seek to support local Meetings in their work to be open to the needs of all members and attenders, to develop local Meetings' preparedness and their capacity to listen deeply as painful and uncomfortable needs arise.

Melanie Gifford (Adelphi) and Rebecca Richards (Gunpowder), Co-clerks

### **NOMINATING COMMITTEE**

The twelve members of Nominating Committee work together to discern the gifts and interests of Friends in Baltimore Yearly Meeting so as to match them with the needs of BYM. We systematically reach out to local Meetings, seeking to find more Friends who might be interested in service. We continue to work with the Growing Diverse Leadership initiative to find new ways to increase race and age diversity on Baltimore Yearly Meeting committees.

Nominating Committee is now responsible for nominating members to 18 Yearly Meeting standing committees, as well as representatives to 11 outside organizations and corporations. This requires us to find upwards of 90 individuals willing to accept appointment or re-appointment in service to BYM.

At Interim Meeting in March 2019, we were given the task of naming members to a new standing committee to replace the existing ad hoc Committee on Growing Diverse Leadership. The new Growing Diverse Leadership Committee, the new Faith and Practice Committee approved in 2017, and the restored Religious Education Committee, have received special care from Nominating Committee this year.

At our retreat in May, we had a lively discussion of Nominating Committee policies and procedures, sparked by a "Frequently Asked Questions" document drafted by the clerks. The revised and approved document will help orient new members of the committee, and guide our ongoing work.

Nominating Committee met at each Interim Meeting during 2018-19, and held an additional day-long retreat in May. One or more committee members joined us by phone at several of these meetings. We also held a conference call in January to check on how tasks were progressing. We will finalize our slate of this year's nominees at two committee meetings during Annual Session.

### **PEACE AND SOCIAL CONCERNS COMMITTEE**

Peace and Social Concerns Committee Friends had another busy year. Beginning with 2018 Annual Session, our Committee presented two proposed minutes: 1) as to some Friends' concerns as to the "End of Life (EOL)" and proposed Maryland legislation as to assisted suicide for individuals in sound mind but certified by doctors as having only a few months to live; and 2) as to some Friends' concerns as to transgender individuals' right to federal employment and other civil rights. Annual Session approved the latter minute, but left concerned Friends to continue seasoning the former among Monthly Meetings.

During that Annual Session, we also were happy to: 1) recruit a new representative to Right Sharing of World Resources (Adrian Bishop), 2) sell organic, free-trade olive oil from Nazareth in the Yearly Meeting Bookstore, in support of a peace-seeking Palestinian farmers' co-op; and 3) via our clerk, present a workshop / panel discussion on "Diversion in our Criminal Justice System for those with Mental Health Disorders."

On Nov.17, Peace and Social Concerns Committee member (Jean Athey) coordinated a well-attended, public program on "What We Can Do to Prevent Nuclear War" program at Goucher College, Towson, Maryland, in connection with the Back from the Brink Campaign endorsed by Baltimore Yearly Meeting in 2017.

At Interim Meeting sessions in the winter and spring, we also assisted Friends with leadings to present recommendations and to obtain approval for minutes including: 1) Maryland legislation as to an affordable prescription drugs initiative (support approved); 2) a Baltimore Yearly Meeting immigrants, refugees, sanctuary minute that urged defunding and reorganizing two federal agencies (Immigration & Customs Enforcement-ICE and Customs and Border Patrol -CBP), 3) a minute opposing federal restrictions on Transgender individuals' employment rights; and, after seasoning at the Monthly Meeting level, 4) another minute to establish an End of Life Working Group.

On 4/6/19, our Peace & Social Concerns Committee again offered a "Networking Day" at Sidwell Friends School in Washington, DC, with participation by 35 Friends from a dozen Monthly Meetings in DC, MD, Virginia, and West Virginia. This year, Networking Day also invited participants' choice between four 90-minute workshops (topics selected by prospective participants' online survey) two morning, two afternoon:

- A) How Friends can respond to the renewed threats of nuclear war;
- A) How Friends can help those with mental health problems in our jails;
- B) Immigrants, refugees & sanctuary in our midst (updates and new resources);
- B) Friends' slow historic progress towards the abolition of slavery & beyond.

Post-Networking-Day evaluations showed strong approval of this year's Networking Day format and time frame—and for the tasty vegan lunch options again provided by the Yearly

Meeting's Right Relations with Animals Working Group (RRA)! RRA members also described their ongoing efforts at discernment, two recommended readings and sharing with Meetings around Baltimore Yearly Meeting.

Two other major initiatives came to our Peace and Social Concerns Committee committee's attention in spring 2019: 1) the proposal from Chesapeake Quarter to establish in Maryland the state-level equivalent of FCNL, tentatively to be named "Quaker Voice for Maryland (QVM)," and 2) the proposal from Baltimore Yearly Meeting's Growing Diverse Leadership and Working Group on Racism to begin a reparations or "truth and reconciliation" initiative to consider remedies for slavery and historic institutional oppression of people of color. Both groups have held early meetings and will invite Friends further discernment at via a work shop and an interest group, respectively, during Annual Sessions. Non-Maryland Friends are invited to participate with the QVM workshop with their own state(s) and DC in mind.

Again this year, our Peace and Social Concerns Committee continued recent years' e-newsletter to monthly meetings' Peace and Social Concerns clerks (their preferred way of hearing from us, according to our surveys). The newsletters presented items about: 1) Networking Day, 2) pending minutes at Interim Meeting(s), and 3) many miscellaneous topics including information about possible responses to Trump-administration environmental policy, Quaker Voluntary Service (QVP) for young adult Friends & more. We also have asked Monthly Meetings for advice on assisting young Friend to prepare for possible conscientious objector status in case the U.S. should reinstitute military conscription.

Finally, Peace and Social Concerns Committee thanks our representatives to:

- the federal Prisoner Visitation and Support program (Susannah Rose);
- the Quaker House in North Carolina (Denna Joy);
- Interfaith Action for Human Rights (Suzanne O'Hatnick); and
- Right Sharing of World Resources (Adrian Bishop).

In conclusion, the Peace and Social Concerns Committee again thanks the Friends who helped make this year's Networking Day successful, and to bring new minutes and initiatives into focus. We also encourage all to continue sharing the good work of your Monthly Meetings via email newsletters, social media and future Networking Days.

### **PROGRAM COMMITTEE**

Program Committee is responsible for planning and arranging the program elements at Annual Session each year. The Committee consists of nine appointed members as well as the Presiding Clerk, the General Secretary, the Associate General Secretary, Bookstore Manager, Registrar, and representatives of Ministry and Pastoral Care, Junior Yearly Meeting, Young Friends, and Young Adult Friends.

It is an active and practical committee that meets together in person four times a year, in addition to our infamous early morning meetings during Annual Session. In addition, every member of the Committee works outside of the full committee meetings, taking responsibility for one or more elements of the Annual Session program, either individually or as

a subcommittee member. From “soup to nuts” we take on and plan for every detail of our week together. This includes the formal program as well as many technical and behind the scenes logistics such as registration, AV, space use for all meetings and groups, shuttle service, and working with food service. This year we have had good attendance and participation in our meetings. We take joy in our gatherings and in our service to BYM.

In 2019, we have again arranged a program with a mix of activities that we hope will allow all ages to enjoy being in community and learning from each other. Our theme “Quaker Tools for the Journey” will help us explore our faith and practice through plenaries, workshops, and a full Junior Yearly Meeting program. Our hope is that you will find at Annual Session some spiritual nourishment and go from Annual Session refreshed to continue the work and to meet again next year.

In addition to program planning, the committee regularly evaluates the facilities at Hood College, including the meeting spaces, food service, and our overall business relationship with the college. In particular, we thank Wayne Finegar for his staff work in negotiating contracts with Hood. Last year we learned shortly before we arrived that most of one main classroom building would be unavailable due to an elevator breakdown. This led us to spread out workshops and other small groups in other campus buildings. We are fortunate to have an excellent Hood staff member, Jim Haines, to work with us during the week.

During our spring site visit this year we discovered Brodbeck Hall, an historic music auditorium on campus. It has not been available other years, but seeing a stage, comfortable, moveable chairs, and lots of natural daylight we decided to move several programs to this space (including business and plenary sessions, coffee house, and hymn singing). As always, we will count on Friends filling out evaluation forms to let us know what you think of this space, and your other experiences at Annual Session this year.

Following a year-long exploration involving Friends from around BYM, Program Committee decided not to shorten the length of our Annual Session. We have, however, made some changes during the week, including “flipping” the Coffee House and Carey Lecture to nights scheduled in years past. Coffee House will be on Friday, and the Carey Lecture on Saturday night. This is one change we are making in hopes that more people will stay for the full closing weekend of Annual Session.

We continue to grapple with declining attendance. Despite a more central location and no increase in fees we had 98 fewer participants in 2018 than the year before. This is not a Program Committee problem but a larger concern about how individuals see themselves as part of the work and witness of BYM.

Program Committee provides financial aid by offering First Timer Certificates, which allow those attending for the first time or after 10 or more years away to attend 2 nights for free. All children below high school age also attend for free for the week.

As reported at June Interim Meeting, Program Committee is beginning to explore a “Pay as Led” method for financing Annual Session. (See Attachment I2019-23, page 86) Sev-

eral other yearly meetings have instituted this in the last few years, with great success. Of note, attendance has significantly increased in some cases, particularly among first-time attenders and young adults. See the report for more information.

In the coming year Program Committee looks forward to a wide exploration of this idea amongst BYM Friends. We will continue to gather information from other YMs. We will hold interest groups at Annual Session this August. We will consult with Stewardship and Finance, Development, and other committees. We expect to have a sub-committee made up of Program Committee members as well as other individuals we invite to help us further season this proposal. If you would like to talk with us about this idea, or perhaps serve on the exploratory sub-committee, please contact committee clerk, Barb Platt, [jrbp47quaker@gmail.com](mailto:jrbp47quaker@gmail.com).

Barb Platt (Sandy Spring), Clerk

## **RELIGIOUS EDUCATION COMMITTEE**

The Religious Education Committee held three in-person meetings: at Annual Session, Fall, and Spring Interim Meetings. At each meeting, the two official members were joined by guests who helped deepen and enliven our discussions. In addition to these meetings, the committee convened twice by phone, and conducted occasional business by email and individual phone calls. We fully accomplished two of our goals and have made progress on two others:

### Accomplished

1. Finalized and posted the RE Curriculum on our website. (The curriculum was largely written by the RE committee under the two previous clerks, from 2016-2018)
2. Organized a Retreat/Networking Day on February 23, 2019: Teaching and Spirituality in Our Meetings. June Confer shared insights from her years teaching religious education: her deep faith in the wisdom of children, the need to give them time to discern it and our need to take time to listen. Rob Duncan shared his basic rule of building a youth program, the youth need to feel ownership: it works best if they have their own space, they need input into their “curriculum” The person teaching needs to love teaching this age group: be both flexible and excellent with boundaries. The rest of the day was spent sharing our Meetings' accomplishments and challenges in their Religious Education programs. We learned much from each other about dealing with our changing populations and the impact that the world around us has had on our RE programs.

### Goals in progress:

1. Develop a thematic and age-based bibliography and internet resource list to post on our website
2. Develop “learning boxes.” These will center on a theme, such as “Quakers go at the speed of Light,” and be available for Meetings to teach a theme across all the age groups in their Meeting. They will contain lesson ideas/plans coupled with resources for different age groups within the Meeting. Central to the “boxes” will be a summary sheet for all teachers and adults, containing ideas about children's and adults' spirituality, along with ideas about how to teach the concepts.

Plans for the next year are: 1. Entice others to join in the creation of exciting resources for future generations and to help nourish the teachers and committees currently making our Religious Education fun and edifying throughout our Monthly Meetings. 2. Steadily progress toward completion of first goal and complete a couple/several learning boxes. To do this, we will meet bimonthly by Zoom. 3. In addition, we plan to host another Retreat/Networking Day in late winter, early spring.

Ellen Johnson Arginteanu (Richmond), Clerk

Nancy Moore (Baltimore, Stony Run)

Peg Hansen (State College) and Marcy Seitel (Adelphi), faithful volunteers

### **SEARCH COMMITTEE**

In the past year, Search Committee's work included nomination of the Treasurer and Assistant Treasurer and the Recording Clerk of Yearly Meeting. We also renominated Friends for Supervisory Committee. For Nominating Committee, we renominated some Friends and nominated new ones to begin service.

As a committee, Search continues to ask ourselves important questions as we do our work. We deepen our understanding of our work and our relationships with each other as we do so. Starting later this year, Search is embarking on work that will continue into next year as we discern, through thinking, discussion and worship, nominations for three officer positions. We believe that approaching our work as requiring time for deep engagement will bear fruit, both in our process as a committee and in its outcomes in nominations that will enrich those who serve as well as the Yearly Meeting.

The work of Search is cyclical on an annual basis; however, each year it has unique characteristics. Each year we continue to learn. This year, the slate of nominations came together gracefully, if not effortlessly, and we fulfilled our charge. This opened way for us to turn our attention to the coming year's cycle, which we understand to be significant, and we are easy with the work ahead.

This year, Search met at Interim Meetings in October and March, and held additional meetings in February, May and June. In May, we used the new Zoom technology and believe it is a good tool.

Anne Bacon (Hopewell Centre), Richard Broadbent (Frederick), Karie Firoozmand (Stony Run) (clerk), Bill Mims (Langley Hill), Rebecca Rawls (Langley Hill), Cathy Tunis (Herndon)

### **STEWARDSHIP AND FINANCE COMMITTEE**

The Stewardship and Finance Committee met in person at Annual Session, Interim Yearly Meetings and multiple times by phone and Zoom video conferences.

In 2018 the relationships among Friends responsible for the financial well-being of the Yearly Meeting were frayed by the financial stresses faced by the Yearly Meeting. The committee began this year with the important work of clarifying the relationship and responsibilities of the Stewardship and Finance Committee, the Supervisory Committee, the Clerk of Interim Yearly Meeting, the Trustees, the Treasurer, the General Secretary and the paid staff. This spirit-led but sometime difficult work resulted in improved morale and

a smooth working relationship with staff. One concrete example of changes was rescheduling of the Trustees meeting at Interim Meeting so that the General Secretary is able to attend the Stewardship and Finance Committee meeting.

Yearly Meeting funds come from apportionment, fees from Yearly Meeting programs, including the camping program, Annual Session and the Women's Retreat, investment income, and additional money raised by the Development Committee and staff in obtaining contributions or grants. Recent experience shows the amount of individual contributions overtaking apportionment. It has become the responsibility of individual members of the Yearly Meeting to fund the Yearly Meeting's spending priorities.

Over the last two years, apportionment requests have accounted for about 25% of the contributions and investment income of individual Monthly Meetings. An important change going forward is that we are moving towards a different approach to the apportionment process. Instead of setting a target to be reached for the apportionment part of budgeted income and then using a formula to allocate that to individual Meetings, we are setting apportionment at 25% of a Monthly Meeting's income for the relevant year (using the current guidelines to determine what income is subject to apportionment.) The total of those 25% allocations will determine how much the Yearly Meeting receives in the apportionment process. If this practice is formalized in the future, this will allow Meetings to know their apportionment for the future as soon as they close their yearly books and sets a ceiling for the Yearly Meeting on its demands on Monthly Meetings.

This change was reviewed with Friends at two Apportionment Meetings in April hosted at Little Falls and Roanoke Friends Meeting and was generally approved as applied to the 2020 budget. The simplification will allow Monthly Meetings to accurately forecast their apportionment and shorten the time between the receipt of contributions by a Monthly Meeting and the determination by the Yearly Meeting of what funds will be available in the next budget year. It also means that more time can be spent at the apportionment meetings on the understanding of the Monthly Meetings about the Yearly Meeting finances. The committee assigns each Monthly Meeting a liaison from the committee to be available as a contact for the Clerk or Treasurer to review matters of apportionment, particularly if a Monthly Meeting has difficulty or reluctance regarding payment of the assigned apportionment.

Aside from the apportionment, the other major work of the Committee is developing and presenting a budget. As the Yearly Meeting discerns its priorities for programs and activities, including initiatives such as STRIDE, the committee strives to present the implications of those decisions on the Yearly Meeting's financial situation in a clear and accurate manner. The Yearly Meeting produces a number of financial documents—the budget, the Treasurer's reports, the IRS 990 tax return for 501(c) 3 organizations, and the professional outside audit prepared by BBD accounting firm. These specialized documents have different purposes and vocabularies making it sometimes difficult to compare them directly. The budget is primarily a planning document reflecting the decisions the Yearly Meeting makes regarding spending priorities for the coming year, as well as planned income. The budget provides guidance for the staff in terms of both spending and raising funds from

program fees and contributions. The Committee made two substantive recommendations for changes in the budget this year.

When the budget for the Catoctin Camp bathhouse exceeded initial projections, funds were found with a series of measures including short term loans from Friends. After an analysis by the General Secretary, the Committee recommended to the Trustees that these Friendly Loans be consolidated and amortized over a longer time frame appropriate to the nature of this long term investment. If approved by Trustees, this will let the budgetary impact of the project reflect its long term nature.

Similarly, the Committee recommends a change in the way the budget represents the capital needs of the Yearly Meeting by incorporating a fund to set aside money for specific anticipated needs. While our audit documents would continue to record depreciation of capital assets, the capital budget would have a fund to represent the need for replacement of property that wears out. This idea, sometimes referred to as “Provision for Plant Replacement, Renewal and Special Maintenance” or “PPRRSM” (pronounced “prism”) is often a more accessible way for non-financial specialists to understand the need and progress in saving for future expenses.

The budget developed for presentation at Annual Session incorporates these ideas to provide a balanced budget which relies on Monthly Meetings being able and willing to pay their assigned apportionment, the Development staff being able to meet ambitious contribution goals, and expanded participation in revenue generating programs.

The Committee recognizes the importance of long range strategic planning for the Yearly Meeting and unites with a proposal to devote significant resources to this project in the year ahead. Major projects that require substantial financial support for future success include the possible replacement of the Opequon Camp site and expansion of the diversity program. Financial viability of the Yearly Meeting will require the active involvement of current Friends and growth of the Monthly Meetings. These initiatives involve all the staff and committees of the Yearly Meeting and increasing cooperation with the Monthly Meetings which comprise it.

### **SUE THOMAS TURNER QUAKER EDUCATION FUND**

In 2019 the Sue Thomas Turner Quaker Education Fund received 23 requests for funds from schools & organizations for a total of \$35,286. The committee considered the requests and was very pleased with the high caliber of programs. We distributed \$25,156 in full or partial grants for 22 uses consistent with the purpose of the fund. The recipients were:

**Cambridge Friends School, MA:** \$1,500, 3 workshops to further educate CFS Faculty and Staff about Quakerism and Quaker beliefs

**Friends Center for Children, CT:** \$1,500, workshop to teach the spirit of Quakerism with SPICES and the mechanics of Quaker process

**Friends Community School, MD:** \$700, new Head of School to attend a workshop/training at Pendle Hill or with Friends Council on Education (FCE)

**Friends Meeting School, MD:** \$945, FCE retreat on Friends leadership for Head of School and leadership learning team

- Friends Neighborhood Nursery Sch, NJ:** \$1,000, workshop on Quaker philosophy and Quakerism; none of the teachers are Quaker
- Friends School Atlanta, GA:** \$1,750, design curriculum for gr 6-12 on Quaker advocacy and activism with 25 student pilot program
- Friends School Baltimore, MD:** \$1,000, retreat at Pendle Hill for Quaker Principles Committee (20 members)
- Friends School Haverford, PA:** \$1,200, purchase materials from FCE and bring a FCE Prof Develop Program on Quaker pedagogy
- Friends School Minnesota, MN:** 1,500, 3 new FSM faculty members to the “Educators New to Quakerism” (ENTQ)
- Friends School Mullica Hill, NJ:** \$830, 2 new FSMH faculty members to the “Educators New to Quakerism” (ENTQ)
- Friends School Wilmington, NC :** \$720, 4 new FSW faculty members to the “Educators New to Quakerism” (ENTQ)
- Friends Seminary, NY:** \$1,400, FCE Workshop to develop an n annual Workshop on Quakerism for parents new to the School
- George School, PA:** \$1,320, 16 faculty to FCE Educators New to Quakerism
- New Garden Friends School, NC:** \$1,250, speaker from FCE to lead an extended staff development session
- Oakwood Friends School, NY:** \$500, FCE workshop for parents at the School
- Plymouth Meeting Friends School, PA:** \$1,500, Godly Play consultants’ workshop for faculty; 3 teachers to be trained in Godly Play
- Quaker Religious Educat Collab, TX:** \$991, purchase and shipment of Quaker Meeting and Me, to all 78 Friends School libraries in the US
- Quaker School at Horsham, PA:** \$1,500, toolkits for classrooms to support the integration of the Quaker faith into the curriculum
- Sandy Spring Friends School, MD:** \$1,000, support the continuation of its “Living Quakerism” speaker series for SSFS faculty and staff
- School for Friends, DC:** \$650, half-day training for all school teachers and staff to integrate the Quaker SPICES values
- Westfield Friends School, NJ:** \$1,500, a booklet on Quaker Testimonies and curriculum about Quaker leader William Penn
- William Penn Charter School, PA:** \$900, speakers for 3 teacher trainings on Quaker Faith & Practice

The committee will meet in March 2020 to consider requests. Request deadline will be March 1, 2020. Either paper or emailed requests are fine. Please do not apply for purposes that occur before mid-May so you can be sure to receive grant funding in time.

Rosalind Zuses (Sandy Spring), Clerk

### **SUPERVISORY COMMITTEE**

Current Committee Members: Adrian Bishop and Ramona Buck, Co-Clerks; Peirce Hammond, Tom Hill (BYM Treasurer), Josh Riley, Marcy Seitel (Clerk of Interim Meeting), Ken Stockbridge (BYM Presiding Clerk)

The essence of the Supervisory Committee’s work is direct stewardship of BYM’s paid human resources by way of oversight of the General Secretary. This includes responsibility

both for appropriate expenditure of BYM's human resources budget and for nurturing the synergy among the staff to carry out the vision of BYM as a whole, as well as overseeing care of the BYM office building.

This has been a year of change and challenges and the Supervisory Committee has sought to support Ned and the staff in their work and through the many changes that occurred this year. These included the transitioning of Wayne Finegar from the position of Administration Manager to that of Associate General Secretary, the hiring of a new Administrative Assistant for the Yearly Meeting office, choosing a new director for Opequon camp, and the hiring of a new caretaker for Shiloh Quaker Camp. Supervisory Committee is also supporting Ned as he deals with the vacant OIC position and finding a new Development Director.

In the spring, Supervisory Committee suggested revisions for our charge in the Manual of Procedure, clarifying how decisions would be made between Interim Meetings. These changes were approved by the Yearly Meeting.

Supervisory completed the annual evaluation of Ned recently and interviewed the staff and invited input from the Yearly Meeting as preparation for this. We want to report that the current staff are in strong support of Ned, his work with them, and his overall goals. We agreed that Ned should continue in his position as General Secretary.

Supervisory Committee is pleased that Ned has made more than 20 visits to Meetings within Baltimore Yearly Meeting. He has made a strong effort to explain the work of the Yearly Meeting and the role that the BYM staff play to some in Meetings who don't completely understand the connection between their Meeting and BYM. Supervisory thinks this ongoing work will be helpful to keep our local Monthly Meetings conversant with and connected to BYM as a whole.

Supervisory Committee held a retreat in September at Stony Run to reflect on our work in the past and to consider goals for the coming year. The goals we arrived at were:

- a. Continuing to support the General Secretary
- b. Promoting healing from the happenings of the past year
- c. Completing the review of the documents (Supervisory Committee Manual, Employee Handbook);
- d. Responding to the diversity needs of Baltimore Yearly Meeting.

There is ongoing discussion and some lack of agreement within BYM as to how to focus and respond to the need for equity, diversity and inclusion, both in the camps and in the Yearly Meeting, in terms of a staff position. Ned has convened the STRIDE Working Group to assess and plan support for STRIDE and for the overall plan. Supervisory Committee members are listening to these issues and providing their thoughts.

The committee is considering how we as a committee can support the issues of diversity and inclusion within the Yearly Meeting. For our own continuing education, we have agreed to read and discuss articles written on this topic. Our current homework is to read

“A Descriptive Analysis of the Views of People of Color Regarding Building a Bigger and Better Worship Community” by Clinton Pettus.

With regard to keeping the Supervisory Committee Manual up to date, the committee has reviewed the Manual, and individuals on the committee have proposed changes to it. We will continue our consideration of these changes until we feel comfortable with a final version.

Supervisory continues to take the staff out to lunch twice per year. This is a good event for everyone and provides an opportunity for all of us to get to know each other better in an informal setting.

### **2019 Budget and Human Resources Costs**

Salaries	\$590,975
Taxes	45,210
Benefits	117,256
Employee Contribution to Health Insurance	(18,072)
Retirement	34,835
<b>Total</b>	<b>\$770,203</b>

Adrian Bishop (Baltimore, Stony Run) and Ramona Buck (Patapsco), Co-Clerks

### **TRUSTEES OF BALTIMORE YEARLY MEETING**

Friends serving as BYM Trustees in the year starting at Annual Session 2018 include Natalie Finegar (co-clerk), Tom Hill, Susan Kaul, Fred Leonard, Rich Liversidge, Byron Sanford, Ken Stockbridge, and Greg Tobin (co-clerk). Trustees work closely with Ned Stowe (General Secretary). Trustees have met in person twice and five times by teleconference or Zoom since Annual Session 2018. In addition, subgroups of Trustees have met by phone numerous times and Trustees have performed discussions and discernments of multiple topics by email discussions.

Trustees are charged with stewarding the assets of the Yearly Meeting, mitigating risk through insurance and other means, managing legal matters, and performing global and long-term discernment regarding the direction and financial health of BYM and its activities. Trustees perform these tasks while sensitive to the leadings of the Spirit and their wish to fulfill the social testimonies of the Society of Friends.

Subgroups and wider activities of Trustees have included the Youth Safety Policy Working Group (Natalie Finegar, Convener), Development (Byron Sanford, Liaison), Camp Property Management (Greg Tobin, Liaison), and Investments (Fred Leonard, Rich Liversidge, and Greg Tobin). Tom Hill has coordinated the monthly BYM financial teleconferences and Susan Kaul has prepared our Minutes and meeting notes.

### **Major subjects of concern and attention**

Long-term financial assets. Trustees manage the financial assets of the Yearly Meeting in-

cluding decisions on where and how moneys are invested. Trustees ensure that the investments conform to our socially-responsible investment policies.

As of June 30, 2019, BYM funds included approximately \$671,000 in Friends Fiduciary Corporation and \$837,000 in Morgan Stanley Wealth Management accounts. During the past year, Trustees sold all individual stock holdings at Morgan Stanley to reduce the risks associated with a portfolio of a small number of stocks and opened a second account at Morgan Stanley for a managed investment portfolio to contain diversified funds instead of individual securities. Trustees are updating our Investment Policy statement and modeling annual and 5-year financials of the Yearly Meeting to improve planning processes.

As part of the management of long-term financial assets, Trustees oversee Yearly Meeting Funds. For example, Trustees are documenting the creation of the Camp Diversity Fund, which was formed by Friends who donated money to increase the racial diversity in BYM camps by funding a program intended to send children of color to camp.

Legal settlement. Trustees represent the Yearly Meeting in legal matters. In late 2018, BYM was a named co-defendant in a legal suit stemming from the sexual abuse of a student at Friends Community School in the late 1990s. Based on a thorough review of BYM records and interviews with many former staff, officers, and directors, Trustees found no evidence that anyone in an official capacity at BYM had any knowledge of the events at the time. Further, BYM had no operational control or authority over this or any other Friends school in the BYM region.

Legal representation for BYM was performed by attorneys for Liberty Mutual Insurance Company, our carrier at the time of the incidents. The parties reached a settlement that was satisfactory to all parties and the court dismissed the case.

The terms of the settlement are confidential. This confidentiality was a necessary component of reaching the settlement. The settlement has no effect on BYM's financial position moving forward.

Trustees strive to maintain transparency. This case was a rare instance where confidentiality in both process and conclusion has been required. Trustees also understand that crimes of this nature and the legal process may bring up difficult responses for those with similar or related experiences. We continue to hold in the Light and consider what care may be needed for those who have been hurt in this and similar cases.

Property. Trustees continue to hold our camps and other properties in the Light. We review regular updates on repairs and improvements and we encourage all Friends to contribute to the stewardship of these important properties.

Led by our in-house Quaker historian, Tom Hill, Trustees investigate BYM's ownership responsibilities in multiple properties, including burial grounds. Often the ownership details require research and legal clarifications. In the past year, Trustees investigated our ownership position and the status of the property upkeep at the Bellefonte Friends Burial

Ground in Centre County Pennsylvania. The property has been owned by BYM since 1927. The property has been surveyed and our surveyor found an overlooked 1953 transfer of the Burial Ground to the local bank hired as trustee by local Friends. Tom provides periodic updates on a comprehensive annotated list of properties that have been owned by Meetings within BYM and its predecessor organizations.

Trustees granted Pepco a permanent easement along Quaker Knoll near the YM offices for buried power lines.

Financial Audit and Form 990. Trustees have engaged the accounting firm, BBD, LLP (Philadelphia) to perform the annual audit and complete our IRS filings. Trustees approve the audit along with the Form 990. In the past few years, the finances of the Miles White Beneficial Society (MWBS) have been consolidated with BYM for audit and reporting purposes. Although MWBS is a subordinate organization to BYM and BYM nominates MWBS Trustees, the Society independently manages its reserves and determines its disbursements.

By including in the audit the MWBS financial information and last year separating from the audit the financials of the Friends House/Friends Retirement Community, BBD's draft 2018 audit now includes no adverse findings. Moreover, the auditors have found no material weaknesses in the Yearly Meeting's financial statements, record-keeping and internal controls.

### **UNITY WITH NATURE COMMITTEE**

The Unity with Nature Committee consists of 9 members, plus the Yearly Meeting representative to Quaker EarthCare Witness (QEW). We meet monthly via Zoom and are grateful for the opportunity to reduce our carbon footprint. We are hopeful of gaining new members. Ralph Hutton will be clerk for the next year.

We are more mindful now than ever to the damage being done to our earth as well as the blessings of living in a beautiful world. We approach our work with a profound sense of grief that is not always mitigated by the hope that is around us.

The committee met on retreat at Interim Meeting in October at Sandy Spring Friends Meeting. After an evening and morning of brainstorming, we generated two ideas that we decided to pursue. First, it seemed that exhortations to “do this” “don’t do that” have not been especially effective in changing behaviors. Therefore, we decided that we might focus on the essence of unity with nature, i.e what we experience spiritually as we spend time in nature. And also, in light of the work of the new Faith and Practice Committee, we decided to work on new queries for stewardship that more urgently reflect the moral and ethical issue of our lifetime.

**Ten Steps to Nature Project:** If you took ten steps from the door of your house or meeting house, what might you see, notice and/or feel? With that in mind, friends have been invited to make short videos that we post on our Facebook page. To view sample videos, go to: [https://www.youtube.com/channel/UCxRrG2BZq5pMfbkuRhOZ\\_OW](https://www.youtube.com/channel/UCxRrG2BZq5pMfbkuRhOZ_OW). We have pre-

sented this project at two Interim Meetings. Responses have largely been from committee members thus far. We are hopeful of hearing from others within BYM.

**Queries:** The following queries have been approved by our committee:

1. How can we better understand that as human beings, we are part of nature and not separate from it – recognizing that this means living in unity with God?
2. To what extent do we seek to meet our needs in sustainable ways, with care and consideration for future generations; mindful of the imminent threats of species loss, loss of traditional cultures and irreversible climate change?
3. As increasing human-caused carbon emissions threaten our planet's health, are we actively engaged in examining and reducing our carbon footprints to a level that can protect the earth's natural systems?
4. To what extent do we express our concerns about the health of the planet to friends, family, our faith community decision-makers and opinion leaders?
5. Does humankind have a responsibility to pass on a healthy climate to future generations?

We plan to work with these queries in discussions and outreach and eventually share our discernment with the Faith and Practice Committee.

Indeed, outreach remains a challenge for our committee. We have boosted our Facebook page status, we have had an article in the Interchange, we have made announcements and presentations at Interim meetings, and just recently sent a short Unity with Nature/QEW newsletter to clerks and environmental contacts. Although we have received some feedback from Friends, we have found much of our motivation as a team is coming from the personal commitments of fellow Unity with Nature members and a shared sense of the importance of our work.

Debbi Sudduth, outgoing clerk; Ralph Hutton, incoming clerk; Barb Adams, QEW rep; Eli Fishpaw; Karie Firoozmand; Kathy Fox; Sue Hunter; Rick Morgan; Munro Meyersberg; Frances Racette

## **YOUTH PROGRAMS COMMITTEE**

The Youth Programs Committee's (YPC) charge is to support the Yearly Meeting's programs for middle and high schoolers, working with Youth Programs Manager Jossie Dowling to ensure that youth conferences have Friendly Adult Presences (FAPs) available, that logistic and safety concerns are addressed, and that our youth have the opportunity to experience loving Quaker fellowship throughout the year.

Every year BYM's Youth Programs offer opportunities for youth to meet for weekend gatherings in a spirit of caring, trust, and love. Junior Young Friends (ages 11-14) and Young Friends (ages 14-18) attend workshops, play games, do business, and build community as they gather in Meeting Houses all over our Yearly Meeting throughout the school year. Some Young Friends and Junior Young Friends attend Baltimore Yearly Meeting Meetings and many attend or have attended our camps, but neither of those things are requirements to participate in our programs. If there are middle- or high-school-age Friends

in your meeting or your family, consider this an invitation to talk to them about BYM Young Friends and Junior Young Friends conferences. If they don't already attend, consider how you can help them take part.

Those of us who serve as FAPs, including many of the members of YPC, strive to ensure that our conferences are safe spaces for young people to work, play, and grow together, and this is an amazing job. While adults are in charge at Junior Young Friends (JYF) conferences, the Young Friends (YF) practice self-governance, and we follow their lead in making sure that things run smoothly. Sometimes this means accompanying Young Friends to the meetinghouse playground; sometimes it means offering a hand when lunch prep is running late; and a lot of the time it means checking in with members of Young Friends' Nuts and Bolts Committee (NBC) to see what you can do to help. We always need more FAPs, and we're having a training for new FAPs or those who haven't served in a few years on September 7th. If you'd like to spend one or more weekends a year supporting our young people, please consider joining us then. The location will be announced soon. We are also looking for an experienced youth worker to join us as a paid JYF Assistant at each JYF conference, and more details about this position will be posted on the Yearly Meeting website.

Although JYF has welcomed a wonderful new bunch of sixth graders this year, YF has been smaller than usual, which has made business meetings briefer but has required new kinds of work from NBC to make sure the community feels cohesive and grounded during conferences. The nature of these programs and the kids they serve means every year is a new adventure.

Youth Programs is a committee whose work is dispersed throughout the year as we support the regular cycle of JYF and YF conferences, and sometimes we struggle to consider bigger ideas and possibilities for our programs, particularly when our members are rushed with other work and family responsibilities. We had a committee retreat to help us address this in September, and we hope to make this an annual event. We know we cannot take our wonderful youth programs for granted. We also know that no part of our programs would be successful without Jossie, and all of us on the committee are so grateful for her candor, her expertise, and the deep love she has for the kids and her work.

## **END OF LIFE WORKING GROUP**

No report received.

## **GROWING OUR MEETINGS WORKING GROUP**

The Growing Our Meetings Working Group (GOMWG) is under the care of the Advancement and Outreach Committee. The group started forming in April 2019 and its creation was approved at Sixth Month 2019 Interim Meeting. Please see the working group's page on the BYM website for a list of members and its charge.

The initial focus of the GOMWG will be to facilitate a discussion of questions around growth at the BYM level, as well as in local Meetings. To this end, the group intends to gather information and engage in a listening exercise. This includes BYM committees. How do the various activities of BYM committees relate to growing membership in the

Religious Society of Friends in the BYM area? The listening exercise will also include local Meetings.

The listening exercise will include the following queries: Does the Yearly Meeting wish to undertake coordinated steps that would facilitate a substantial increase in the membership of the Yearly Meeting? What might be reasons for (or against) growth (at the Yearly Meeting or local Meeting level)? How does a growth initiative relate to increasing the racial, age, and other diversity of BYM? How do local Meetings articulate a diversity goal (for example, coming more into line with the population of their local community)? How would becoming more welcoming require a given local Meeting to change? Is the Meeting willing to change in that way? Does becoming more attractive to newcomers involve articulating what BYM Quakers do and believe? What statements would help in this respect?

Parallel to this listening exercise, the working group will identify steps that the Yearly Meeting might take which make sense on their own and might also remove barriers to growth or otherwise facilitate growth.

Just to provide one example. The camping program has an ongoing issue with enrollment. Enrollment closer to full capacity is healthy for the life of the camps and for our budget bottom line. One way to increase enrollment is for local Meetings to step up their outreach and communications efforts. This can be enhanced by increasing the involvement of members of local Meetings as promoters of the camps. While one result of an enhanced outreach effort is more robust enrollment, there are important follow-on results. If more children of local Meeting attenders enroll in camps, the connection of camps to local Meetings is tightened, and more children of attenders benefit from the Quaker education that the camps offer. In addition, those who are involved in promoting the camps attain a better understanding of what the camps offer and feel more connected. These deepened connections promote BYM growth. The opportunities provided by the camps can also be a draw for those who are deciding whether to join local Meetings.

The GOMWG is looking for additional members who are led to join. Please see our webpage for a link to send us an email.

### **INTERNET COMMUNICATIONS WORKING GROUP**

Since last Annual Session we have communicated virtually and monitored online activities. Depending on feedback from this Annual Meeting we may meet later this year to take stock of where things stand.

We originally focused on helping local Monthly Meetings, BYM, and its committees improve their use of electronic media. Within BYM, our committees have made some increased use of Zoom (group video conference set up via BYM office), Facebook, and electronic newsletters in the past year. Outside of BYM, more Quakers are blogging and dialoguing online than in the past in various configurations of open and closed Facebook groups, Twitter feeds, and other social media.

We continue to consider these Fundamental Questions:

- (a) Is there any way to encourage and perhaps connect up some of these efforts?

- (b) If the technical limits and comfort zones of older Friends are an obstacle, how could we realistically provide assistance?
- (c) Can we learn from younger Friends what works and make it easier for older Friends to engage with the increasingly available internet resources?

We would love to hear from Friends how they answer these questions:

Mackenzie Morgan (Adelphi): [macoafi@gmail.com](mailto:macoafi@gmail.com)

Philip Caroom (Annapolis): [pcaroom@gmail.com](mailto:pcaroom@gmail.com)

Richard Thayer (Baltimore, Stony Run): [richardevanthayer@gmail.com](mailto:richardevanthayer@gmail.com)

## **INTERVISITATION WORKING GROUP**

The Intervisitation Working Group is a committed community of 17 energetic Friends who share the vision of reconnecting and strengthening bonds within the worldwide Quaker fellowship. We meet quarterly for planning in what has turned out to be much more than administrative sessions. Our gatherings are rich with sharing and exploring our individual leadings to ministry that support each other's spiritual growth. Growing from our 15 years of experience of traveling in the ministry, IWG affiliated Friends have expanded our scope of visiting to at least 30 different Quaker communities in 6 countries. There have also been more visits within our own yearly meeting this year where Friends have been invited for workshops about the learnings of Intervisitation. Now in early 2019 as this report is being written, Friends are in Ramallah and Belize and others preparing to leave soon for Kenya, Australia, and New Zealand.

We know that there are several other BYM Friends who travel in the ministry who are not affiliated with IWG. Friends elsewhere, notably in FWCC and some FUM communities, have noticed the numbers of BYM' traveling ministers and appreciate the initiative and learnings we have amassed.

IWG continues to encourage all travelers and companions to seek a Travel Minute from their home Meeting and to have ongoing spiritual accompaniment on the path into ministry. This usually takes the form of regularly scheduled support from Friends in the local Meeting. Ideally this is under the care of Ministry and Counsel and would involve at least an annual report to M+C if not to the whole Meeting. We recognize that some local Meetings might not be familiar with the accountability we are asking for and that we have a role in initiating this awakening. We have affirmed our need to learn more about the differences between the different types of support committees and find what is best for travel ministry.

All traveling Friends are encouraged to share widely within BYM and our affiliated Quaker organizations, through the website reporting tool, workshops, RE programs, and personal sharing in smaller groups. The website reporting link has been simplified but is not well used nevertheless. Seems the leading to traveling ministry is not always given with administrative inclinations.

In 2018, of the 19 Friends who are traveling, we know 11 of them have current travel minutes. They all express a deep calling to building the Religious Society of Friends in a wide variety of expressions. We have discerned that there is no need to renew the minute each

year if the leading has not changed materially.

At 2018 Annual Sessions, we offered three workshops, hosted the Intervisitation Lounge several nights, offered scholarships to 8 Friends from other Yearly Meetings to attend, and helped offset expenses for three Friends in their travel ministry. Our workshop “Sitting with Ambiguity” has been shared at three BYM Meetings in the past year as part of our effort to promote intra-visitation between Friends more locally. We continue to offer this workshop for interested Monthly Meetings.

We are aware that the diverse callings which our Yearly Meeting has been given through traveling Friends have advanced the question of how we corporately embrace ministry. In some yearly meetings, the traditional process of recognizing ministers and elders involves naming and nurturing gifts of ministry as the gifts emerge. They rely on “concentric circles of larger bodies [which] discern and record them as part of an ongoing process of mutual accountability.” (Grundy, 1999) How are we, in the BYM community, to respond as these gifts become more visible? IWG’s collective experience is that traditional Quaker ways of naming Friends as ministers and elders has historically deepened Friends’ awareness of the Living God in our midst, and as a result, the practice of naming ministers and elders as such enhances a ministry of presence. We remain open to guidance as to how to improve support, nurture, and celebration of these gifts growing in BYM.

***Supporting Details:***

Friends traveled far and wide in 2018 with the support of IWG. The Meetings visited include the following:

**Yearly Meetings:**

Evangelical Friends International	Piedmont Friends Fellowship
Eastern Region	Piedmont Friends YM
Illinois YM	Philadelphia YM
Indiana YM	Sierra Cascades YM
Inter-Mountain YM	Southeastern YM
New England YM	Southern Appalachian YM
New York YM	and Association
North Carolina Fellowship of Friends	Western YM
Northern YM	

**Monthly Meetings/Churches/retreat centers not part Baltimore Yearly Meeting:**

15th Street Meeting, NY	Farmland Friends Church, IN
Acadia FM, ME	Friends General Conference Gathering
Belfast Area FM, ME	Friends World Committee for Consultation
Berkeley FM, CA	Kenyan Friends worship group
Brooklyn Meeting, NY	at Stony Run, MD
Burlington FM, VT	Middlebury FM, VT
Champlain Islands WG, VT	Monadnock FM, NH
Chautauqua WG, NY	New Garden MM, NC
Concord FM, NH	New London FM, CT
Core Sound FM, NC	Pendle Hill, PA
Durham MM, NC	Portland FM, ME

Powell House, NY  
 Quaker Hill Conference Center, IN  
 Sarasota FM, FL  
 South Starksboro FM, VT

Stillwater FM, OH  
 Storrs FM, CT  
 Wilderness FM, VT  
 Woolman Hill WG, MA

**International Friends:**

Belize City Friends Church, Belize  
 Kaimosi, Kenya  
 Quaker Institute for Peace, Holguin, Cuba

Prince Edward Island Allowed Meeting, PEI, Canada  
 Ramallah, Palestine

**Intra-visitation in BYM:**

Adelphi  
 Broadmead Worship Group  
 Carlisle  
 Charlottesville  
 Dunnings Creek  
 Friends Meeting of Washington  
 Goose Creek  
 Gunpowder  
 Hopewell Centre  
 Langley Hill

Northern Neck Friends  
 Mattaponi  
 Midlothian  
 Nottingham  
 Penn Hill  
 Patuxent  
 Richmond  
 Sandy Spring  
 Shepherdstown  
 Stony Run

**Travel Minutes:** the following Friends have travel minutes that have been minuted by their Monthly Meetings. Some of them also have endorsements from BYM.

Adrian Bishop and Rosalie Dance, Stony Run  
 Windy Cooler, Sandy Spring  
 Jade Eaton, Adelphi  
 Georgia Fuller, Langley Hill  
 John Lozier, Monongalia  
 Meg Meyer and Arthur Boyd, Stony Run  
 Patti Nesbitt and Michael Conklin, Sandy Spring  
 Jolee Robinson, Adelphi

Patti Nesbitt (Sandy Spring) Clerk

**PASTORAL CARE WORKING GROUP**

No report received.

**SPIRITUAL FORMATION PROGRAM WORKING GROUP**

The Spiritual Formation Working Group focused this year on hosting yearly-meeting-wide retreats, developing new pathways for outreach to and support of local Meetings, and strengthening our relationships with the coordinators of the spiritual formation program of Philadelphia Yearly Meeting.

When our Fall 2018 retreat was canceled due to rain and projected flooding by our hosts at the Shepherd's Spring Outdoor Ministry and Retreat Center in Sharpsburg, Maryland, we developed a shorter retreat format to take "on the road" to local Meetings. The theme of these mini retreats was personal spiritual deepening in and for community. Bethesda

Friends Meeting welcomed us to offer this retreat in Eleventh Month 2018; we visited with Little Falls Friends Meeting in Second Month 2019. We reflected on the words of George Fox to “mind that which is eternal, which gathers your hearts together unto the Lord, and lets you see that you are written in one another’s heart.” We explored, through worship sharing, what John O’Donohue calls the “harvest of creativity and belonging” we experience in our Meeting life. Participants at Little Falls reported that “the activities of personal reflection and sharing were so refreshing for our Meeting.” Through these mini-retreats, we hope to encourage Meetings to develop local Spiritual Formation groups and to participate in the yearly-meeting-wide retreats in May and September each year.

At our winter meeting, members of the Working Group discerned a need to identify a second location where we can host our twice annual, standard-format retreats. Accordingly, we visited the Claggett Center in Adamstown, Maryland and are planning to host the Spring 2020 retreat at this site. Having at least two sites where we know retreatants will be comfortably cared for is, we feel, important for the sustainability of the Spiritual Formation program. We also affirmed the importance of the marketing campaign we sustain for each retreat and remain grateful for the support of the Yearly Meeting staff for this email and web-based campaign.

In the Spring of 2019, we once again hosted our retreat at Shepherd’s Spring. Thirty-one Friends from 13 local Meetings gathered around the theme of “Spiritual Friendship: The Widening Circle of our Life in Community.” We welcomed one another to our opening circle on Friday evening and placed our concerns in Spirit’s loving hands so that we could be fully present to one another. Other highlights of the retreat included Margo Lehman (Sandy Spring) sharing a Faith and Play story entitled “Images of God” that welcomed us to enjoy the spacious and diverse language of Spirit. The words of Isaac Penington, “Our life is love, and peace, and tenderness,” invited us to explore our experiences of spiritual friendship, as did several stories from the ancient Christian desert fathers and mothers. Joan Gugerty (Stony Run) led us in a peaceful body prayer and a connecting circle dance; Ruth Fitz (York) drew beautiful harmonies from us as we chanted and sang in the round. We celebrated our year of connection and mutual nurture through the retreats and our local Spiritual Formation programs. We were grateful for the gracious hospitality and delicious food offered by our hosts at Shepherd’s Spring.

We were joined for this retreat, once again, by two Friends from the Philadelphia Yearly Meeting Spiritual Formation Working Group. These Friends’ presence with us continues to be a blessing and is strengthening connections between the PYM and BYM Spiritual Formation Programs. This year, PYM Friends adapted (with attribution) our program booklet for their marketing and outreach efforts. We will continue to find ways to support one another in this ministry.

In the year ahead, we will continue to look for ways to assess the reach and impact of the Spiritual Formation program at the yearly- and local Meeting levels. We hope to include a query about the spiritual formation program in the materials sent by the BYM Ministry and Pastoral Care Committee to each local Meeting as we write our Spiritual State of the Meeting reports for 2019.

Alan Evans (Gunpowder) and Amy Schmaljohn (Gunpowder), Clerks

## **SUPPORTING TRANSFORMATIVE RELATIONSHIPS IN DIVERSE ENVIRONMENTS (STRIDE) WORKING GROUP**

No report received.

### **WOMEN'S RETREAT WORKING GROUP**

The 2019 Baltimore Yearly Meeting Women's Retreat was held January 25-27 at Pearlstone Retreat Center in Reisterstown, Maryland, with 135 women in attendance. Historically, a new planning committee made up of women from one Meeting steps forward to plan the next year's retreat. In 2018, however, no Meeting stepped forward. A group of individual women from six different Meetings felt led to serve and volunteered to try. Although it was a new model for the planning committee, the retreat was a success and nourished those who attended.

Every year there are aspects of the retreat planning which feel like re-inventing the wheel. The Women's Retreat Working Group has been creating guidelines for the Planning Committee to follow each year, and we are attempting to bring many processes and documents on to the Baltimore Yearly Meeting website to facilitate easier transitions. We are also attempting to assemble online archives within the bym-rsf.net site. Another issue has been the existence of many old iterations of websites from the past few years, and we are working to eliminate prior websites and only use the bym-rsf platform going forward.

The Women's Retreat for 2020 is being planned by women of Friends Meeting of Washington.

Bette Hoover (Sandy Spring), Betsy Tobin (Frederick), Inga Erickson (Herndon)

## **WORKING GROUP ON CIVIL AND HUMAN RIGHTS OF TRANSGENDER AND NON-BINARY PEOPLE**

No report received.

### **WORKING GROUP ON RACISM**

#### **The 2018 BYM Annual Session Workshops**

The Working Group sponsored two workshops for the 2018 Annual Session. Phil Caroom of Annapolis Friends Meeting led a workshop entitled "Pretrial Criminal & Juvenile Diversion: Alternatives for Better Outcomes." The workshop described alternatives to prosecution that involve problem-solving mediation, counseling, and treatment. Friends learned how they can promote this process in their own communities.

David Etheridge of Friends Meeting of Washington and Clinton Pettus of Stony Run Friends Meeting facilitated a "Connecting Local Meetings" session. Clinton Pettus presented the results of a series of focus groups he had conducted with Friends of color about their experiences with, and ideas about, Baltimore Yearly Meeting Friends Meetings. Friends from various BYM local Meetings shared actions they have taken to realize the BYM vision of being much more ethnically diverse.

Jennifer Vekert, who is a Young Adult Friend, Donna Kolaetis of Menallen Friends Meeting, and David Etheridge facilitated a joint WGR-YAF workshop. The group considered different definitions of racism, discussed why they wanted to reduce racial barriers among Friends, shared in concentric circle dyads their experiences on race, and ended with discussion among the entire group.

St. Clair Allmond of Richmond Friends Meeting led a workshop on the historical contributions that African Americans have made to the Religious Society of Friends.

David Etheridge showed the film *13<sup>th</sup>* on racial profiling and mass incarceration and then facilitated an interest group discussion about the film.

### **Change Group Training**

The Working Group continues to invite local Meetings to identify Friends who will take on the responsibility for helping their Meeting to lower racial barriers. Early in 2019 the Working Group joined with the Growing Diverse Leadership Committee to offer training to Change Groups. Amanda Kemp and Erika Fitz of Lancaster Friends Meeting led the training, which was funded from the Shoemaker Grant.

Thirty-six Friends attended the January training, which focused on white fragility and how to have a conversation about race that plants a seed with the other participants. The session ended early because of concerns about icy roads as temperatures dropped. A ZOOM call in February was used to cover the last part of the January curriculum. It focused mostly on how best to hold someone to account. The early March training focused on how white supremacy culture affects both individuals and Meetings. Time was also devoted to learning how to recognize and mitigate implicit bias. Participants concluded the training by developing individual action plans. A Google Group has been established for Change Group members across the Yearly Meeting to communicate among themselves.

Twenty-four were on the February ZOOM call. Thirty attended the March training. Sixteen attended all three sessions. As of March 2019, ten BYM local Meetings had formed Change Groups.

### **Workshops for 2019 BYM Annual Session**

One workshop facilitated by Peirce Hammond and David Etheridge will be a “Connecting Local Meetings” session on efforts to lower racial barriers in those local Meetings. The other workshop will be a presentation by historian Susan Strasser entitled “A White Historian Confronts Lynching.” Poet Marcia Cole will read her award-winning work, “A Bitter Suite” as part of that presentation.

### **Within the Working Group on Racism**

Before doing other business, the Working Group makes time at its monthly meetings for Friends to share their recent experiences with respect to race. They also share books, articles, films, and presentations on the topic of race that have come to their attention. Each month the Working Group also takes time to consider and discuss a different aspect of how

“white supremacy culture” affects its work and that of the Yearly Meeting as well as what can be done about it.

### **Communications within BYM**

The Working Group is under the care of the BYM Ministry and Pastoral Care Committee. The clerk of the WGR meets once or twice a year including during Annual Session with that Committee to keep it updated on Working Group activities and concerns and to seek counsel. Greg Robb, a member of that committee who is from Friends Meeting of Washington, serves as liaison to the Working Group. Several Working Group members participate actively on the BYM ad hoc Growing Diverse Leadership Committee. The WGR Clerk is a member of the GDL Committee and the GDL Clerk is a member of the WGR.

The Working Group maintains a list of Monthly Meeting liaisons who receive a monthly item for their newsletters or other means of dissemination. It also maintains a Google group for distributing information about WGR work and resources related to racial justice work to about 145 interested Friends.

## **WORKING GROUP ON REFUGEES, IMMIGRANTS, AND SANCTUARY**

The Working Group operates by sharing information as to various Monthly Meetings’ local efforts to assist refugees and immigrants. The following notes are from the Working Group’s most recent meeting at BYM’s April 2019 Networking Day workshop, facilitated by Lauren Brownlee:

- 1.) We learned about Midlothian Friends Meetings' [Welcome All Statement](#) as well as their work with the Virginia Interfaith Center for Public Policy. They have been raising money through private donations to help people get from their area to immigration court in northern Virginia. They have found that What’s App and Google Translate can empower people who are less than fluent in communication.
- 2.) Patapsco Friends Meeting has partnerships with both CASA de Maryland and Catholic Charities’ Immigration Legal Center
- 3.) Alexandria Friends Meeting is engaged in interfaith immigration support in Fairfax,
- 4.) Stony Run has supported a Syrian family that started a catering company. The Meeting raised the money to send the children in the family to Catholic school.

Queries: How can we best collaborate? Transportation support/coordination between different parts of Virginia would be helpful.

Queries: How do we build effective networks to support the work already being done? How do we most effectively build reciprocal relationships with effective communities? How do we provide opportunities for storytelling about the immigrant experience?

Query: How can the working group be most useful?

Find foundations with which Quakers can partner on this work, particularly to get funding. Provide information about local, state and national policies that BYM should support. Maintain a strong web presence.

### **Working Group on Racism is a good model**

Support networking—provide resources, such as tracking what Meetings and other organizations are doing in which areas of Baltimore Yearly Meeting.

### **Friends Meeting of Washington (FMW) Highlights**

We hosted a Detention Visitation Orientation on two different nights with about 30 persons total attending.

There is a core group of FMW persons continuing to visit the Howard County Detention Center normally on Thursday evenings. Some persons are also actively engaged with the Pen Pal program with Howard County Detainees. Others visited the mother of a detainee for the purpose of requesting that some of the detainee's art work be borrowed to be viewed for a public display.

Several persons from the Meeting have organized an orientation session program for June 29th for members and attenders of Midlothian and nearby Meetings for the purpose of preparing them to visit the Farmville, VA detention center on a regular basis.

**Sandy Spring Meeting's** Peace Committee hosted an orientation for the Detention Network on February 10, 2019. About 40 people from diverse faith communities attended. We continue to visit at the Howard County Detention Center regularly.

Two Syrian families continue to receive support, tutoring and transportation. They have gotten their "green cards" and both have moved to better housing. We await court dates for several other asylum seekers.

We celebrated World Refugee Day at little early this year. On Friday, June 7th, we hosted an event called "Many Origins, One Home". Working with a group of local teens to organize the event was a good experience for all. In addition to speakers from International Rescue Committee, CASA de Maryland and Lutheran Social Services, there was a panel of teens speaking from their experience as immigrants. People left with a myriad of opportunities for volunteering and making a difference.

## **WORKING GROUP ON RIGHT RELATIONSHIP WITH ANIMALS**

**Working Group Members:** Dayna Baily, Alex Bell, Mary Campbell, Margaret Fisher (Clerk), Margaret Greene, Stuart Greene, Samantha MacGrath, Edie Silvestri, Nic Tide-man, Colie Touzel

**Activities this year:** After the Yearly Meeting adopted the minute last August encouraging Friends to discuss how to expand the circle of love to animals and to consider their welfare when making food choices, the Working Group considered how to facilitate those discussions. We continued our visits to local Meetings, with three more visited since last August

bringing the total to date to thirty Meetings (two of which have been visited twice). We put on a “Vegan Tasting Feast” and discussion at William Penn House and provided a plant-based lunch at the Peace and Social Concerns Networking Day. We added another video to the series on our BYM web page. Two members of our Working Group had articles published in the June 2019 edition of the Friends Journal. We have been in touch with Friends around the world who carry a similar concern for the well-being of animals and for the impact that our food choices have on the ecosystem. Three Meetings to date—Patapsco, Herndon and Midlothian—have adopted Baltimore Yearly Meeting’s minute, and others are considering it.

We also initiated a “Two Book Project” in which we invite Friends to read and discuss one of two books about animal agriculture: *Eating Animals* by Jonathan Safran Foer, and *A Plea for the Animals* by Matthieu Ricard.

**Plans for the coming year:** The food choices of members of our Working Group range from vegan to meat eating. We welcome all Friends who would like to participate as we work to lay the issues before Friends, encouraging them to make intentional decisions about their food choices based on spiritual discernment aided by an informed understanding of the impact of animal agriculture on the living world. We are seeking invitations to those meetings we have not yet visited and are also happy to revisit the ones we have. We can offer a short presentation followed by worship sharing, a discussion about the two books, or a workshop on how to eat a plant-based diet. We can also offer a simple worship sharing for spiritual seeking related to the query, “What is my right relationship with other animals?”, in which the visitor(s) from the Working Group will not be promoting eating or not eating animal products.

### **YOUTH SAFETY POLICY WORKING GROUP**

No report received.

### **YOUNG ADULT FRIENDS**

No report received.



*The essence of Annual Session  
Annual Session 2019 photo by Skip Duncan*

## REPORTS OF AFFILIATED ORGANIZATIONS

### AMERICAN FRIENDS SERVICE COMMITTEE CORPORATION

In its 102-year history, AFSC continues to address a kaleidoscope of changes. Some of these challenges involve long-time and persistent calls to promote the core values of Quakerism. Other challenges have emerged more recently. But all share the commitment to seeking ways to improve the lives of all who share this earth.

For more than 50 years that I have been involved with AFSC in various roles: week-end work camps participant, donor, AFSC/SERO Executive Committee, Member of Corporation, and member of AFSC/SERO's Katrina Assessment Team. At this time, I find myself seeking ways to elevate the awareness of AFSC's diverse areas of involvement. I highly encourage periodic visits to [AFSC.org](http://AFSC.org). Over the years, I have become increasingly aware of AFSC's supportive roles, often facilitating the birth of cause-focused local groups addressing both local and global activities.

One of my essential roles, beyond singing the praises of AFSC, is to encourage individuals to nominate themselves and/or others to serve as Board, Corporation, and other Governance committees. I am pleased to report having been involved in a nomination that has resulted in Corporation membership, and now additionally serving on the Nobel Peace Prize nominating committee. As a Nobel Peace Prize co-recipient, AFSC can (and does) submit nominations for consideration.

Two requests of anyone reading this report: (1) Support AFSC financially and personally, and (2) Submit nominations for service on AFSC Committees. There are three different ways to do so:

1. [www.starcafe.org/govrecruit](http://www.starcafe.org/govrecruit)
2. contact Governance Secretary at 215-241-7031
3. email [GSOVolunteer@afsc.org](mailto:GSOVolunteer@afsc.org)

Your support is vital to continue AFSC's efforts to create a 'Peaceable Kingdom' on earth.  
David Robinson (Alexandria)

### FRIENDS COMMITTEE ON NATIONAL LEGISLATION

No report received.

### FRIENDS GENERAL CONFERENCE

**Friends General Conference** serves thousands of Friends in yearly meetings throughout the US and Canada with programs and services to deepen individual spiritual lives and support meeting communities. Many Friends in BYM serve on FGC committees, attend FGC events, and participate in FGC activities, even beyond those of us who serve on FGC Central Committee.

FGC's best-known event is the annual summer Gathering, which consists of six days of workshops, speakers, activities, and fellowship, and takes place over July 4th. The 2019 Gathering took place in Grinnell, Iowa, and was attended by about 700 Friends. The theme was "Peace In Our Hearts, Justice In The World" and many activities explored this theme

in different ways, challenging Friends to consider how their individual action and witness can benefit the world when grounded in love.

Friends at Gathering heard an update about the Institutional Assessment on Racism. This has been a big focus for FGC in the last few years, as it actively works to become an anti-racist organization. The assessment was finished in 2018, and lots of detail on its data and analysis can be found on the FGC website. The project has now moved into an implementation phase based on the assessment's findings. BYM's David Etheridge [david.etheridge@verizon.net](mailto:david.etheridge@verizon.net) is serving on the Implementation Group tasked with this work.

***How does this decision support Friends General Conference in its goal to transform into an actively anti-racist faith community?***

This is the query that Central Committee and all other FGC committees are asked to consider before making any decision and to help guide our current and planned work. We were reminded that anti-racism work is a lifelong commitment, not any single act of ally-ship. All of us, particularly white Friends, need to look for opportunities for growth and learning.

FGC's Spiritual Deepening Program continues to offer online courses for Friends, as well as many resources as part of the updated Spiritual Deepening Library, which can be found here: <https://www.fgcquaker.org/SDlibrary> The library is free and searchable and contains resources, readings, queries, and activities for adults and children. An online Guide for Facilitators provides tools for facilitating small groups in workshops, retreats and ongoing religious education classes. Questions about the Spiritual Deepening Library can be sent to [SpiritualDeepening@FGCQuaker.org](mailto:SpiritualDeepening@FGCQuaker.org). BYM Friends can also get in touch with Sabrina McCarthy at Friends Meeting of Washington, [sabrina.mccarthy@verizon.net](mailto:sabrina.mccarthy@verizon.net).

This spring, many BYM Friends received a market research survey about the Gathering meant to give FGC a better understanding of what Friends want from an annual event like this. The results of the survey are available on the FGC website here: <https://www.fgc-quaker.org/news/gathering-marketing-survey-2019-results> are But Friends in BYM have a great opportunity to more directly influence FGC Gathering because:

**Next year FGC Gathering will be coming to BYM!** The 2020 Gathering will take place at Radford University in Radford, Virginia with the theme "Way Will Open". A number of BYM Friends are already involved in the planning, including Gathering Co-Clerks Patsy Arnold Martin & Tony Martin [fgc2020gatheringclerks@gmail.com](mailto:fgc2020gatheringclerks@gmail.com) There are still many ways to get involved. The Gathering Committee will meet over the next year and its sub-committees will select workshops and speakers, plan afternoon activities and programs for youth and young adults.

Becka Haines Rosenberg (Alexandria)

## **FRIENDS HOUSE RETIREMENT COMMUNITY**

Friends House Retirement Community is in its 52nd year as the only organization within Baltimore Yearly Meeting that provides direct service to seniors and, in particular, to seniors of lower incomes.

When some Friends think of Friends House, they think of the founder's cottages, built by Quakers from the 1960s through the 1980s. For others, they may be more familiar with the original apartments, built in 1967, with a loan from Housing and Urban Development or the two-acre garden or the wonderful programs in the Miller Center. As the population of BYM ages alongside the rest of the world, Friends will be glad to know of the health services offered in Thomas Hall, a short-term rehabilitation center, Stabler Hall, the long-term skilled nursing residences, and Havilland Hall, the assisted living residences. Friends House health centers are consistently rated among the highest in the state in Medicare Quality Care measures. This year, Friends House is ranked number one in Montgomery County and number four among the 200+ nursing homes in Maryland. In looking towards the needs and sensibilities of the next generation of Friends House residents and the changes in Medicare and Medicaid reimbursements, the Project Steering Committee of the Board of Directors is in the early stages of planning for the next generations of residents in the health care.

We now witness daily changes to the campus as 14 new cottages, 33 new lodge apartments and 80 new mixed-income apartments in the Homes on Quaker Lane all rise from the earth. The new community coming into Friends House brings the same sense of self-determination as past generations as they engage on-line to learn about each other and plan for their futures at Friends House. New residents begin to move into the cottages in November of 2019. Move-ins will continue through the spring of 2020, with the completion of the Homes on Quaker Lane. Existing residents have both mourned and celebrated the changes to the campus, and have come through with their customary wisdom and resilience. They had a program that memorialized the loss of some of the old campus trees and shared poems, singing, photos and messages. When the Wellspring Artists lost their gallery to construction, they transformed the dining room in Stabler Hall into an art gallery and included the art of their neighbors from the skilled nursing center. Many who attended the lively gallery opening commented on this remarkable way opening.

As we learn about the negative impacts of social isolation and loneliness upon health, we have begun to examine the ways in which residents are isolated and the ways in which they become engaged. The resident-run Friends House Seniors Association (FHSA), a 501c3 non-profit corporation, is the driver of the culture of Friends House. From our initial survey of residents, we learned that Friends House survey respondents are not only highly engaged in the governance, 97.7%, they find that this engagement helps them to address their concerns, 89.5%, and that 87.5% feel less lonely or isolated because of their engagement. We will continue to test this as newcomers enter into the community. We are also looking at the needs of smaller groups that have experienced unique isolation issues. Friends House is in the process of receiving a designation as a LGBT welcoming community via training by SAGECare. We are exploring ways to support the growing numbers of residents in caregiving roles, and to support people with isolating disabilities such as visual and hearing impairments.

The Friends House Board of Directors continues to be, along with the FHSA and Friends Services Alliance, the keepers of the values. If you are interested in joining this devoted contingent, please contact Ramona Buck.

## **FRIENDS MEETING SCHOOL**

Friends Meeting school once again ended its fiscal year with a small surplus. We are grateful for the leadership of Mara Nicastro, Head of School, and the generosity of all those who have supported FMS over the years. We graduated eight seniors this year, with seven college-bound. We will have about 90 students next year, from kindergarten through twelfth grade.

Quaker testimonies are central to the mission of FMS. The overall theme chosen by the teachers for the coming year is “Peace”. Our “Student Peace Awards of Frederick County” program, now in its fifth year, honored students from thirteen public and private high schools who have played a leading role in community building and peace-making in their school and community. This year we invited all the awardees to a “Pizza for Peace” party, where they had a chance to meet and connect with each other. It was a wonderful event, and we are looking into more ways to encourage this kind of networking among high school students in Frederick County.

This past year FMS renewed its membership in the Friends Council on Education by completing an intensive self-study focused on Quaker values. The year-long study, which involved Board members, teachers, staff, students and parents was a wonderful experience for all of us. We are grateful to FCE for the encouragement and support they provide on an ongoing basis. The Friends Meeting School Board of Trustees now numbers eleven, including six members of the Religious Society of Friends. The Board is deeply committed to Quaker values, and seeks to ensure that FMS offers an education that nurtures mind, body and spirit.

Deborah Haines (Alexandria) and Peirce Hammond (Bethesda)

## **FRIENDS PEACE TEAMS**

First and foremost please accept my thanks for choosing me to represent you on the FPT Council. I only knew a little about this wonderful international Quaker organization in 2016 when you designated me for this role. I quickly came to cherish FPT's work by Friends and others around the world and the persons who seek to guide its mission—principally seeking to promote nonviolence and reconciliation in communities engaged in strife.

Over this past year FPT has continued to excel worldwide in peacebuilding with local partner organizations in our three global Initiatives of Africa, Asia West-Pacific, and Latin America, each with their own Working Group leadership under Council oversight. FPT has just completed its twenty-sixth year of service, and the vital transitions in organization and governance that have been underway for several years in each of the initiatives and by the Council have continued with renewed energy as we support the peace work led by Spirit.

- The Africa Great Lakes Initiative (AGLI) is particularly well-positioned for their projects with our ongoing partners there. Expect a surge of programs.
- The Asia West-Pacific Initiative (AWP) has a new part-time coordinator, Kim Aparece from the Philippines, and a new working group clerk, Jane Drexler from Australia YM, who both have been working in the initiatives for several years in other positions. AWP just received a generous donation of \$20,000 to develop new technologies for training the peace teams worldwide via YouTube and in-

ternet. (Note: I learned shortly after beginning on the Council that this initiative's activities included programs in such places as Nepal and former Soviet republics as well as Indonesia, the Philippines, Korea and other countries.)

- For Peacebuilding in Las Americas (PLA), our new and ongoing programs outpaced the funds available to support them as well as our part-time coordinator. That creates a new opportunity for intensified fundraising, so you may be hearing from those Friends.

Allie Prescott recently expanded her role with us a Communication Specialist for all of FPT, not just for PLA. She created the layout for the Spring 2019 *PeaceWays* publication and expanded our presence of social media and formatted our redesigned website, [www.friendspeaceteams.org](http://www.friendspeaceteams.org), which now does an excellent job of providing a thorough FPT overview and the work of our initiatives. A new Peace Ministries Committee now receives and encourages Friends and others with a leading for peace work who need a home for oversight and support. Under the care of that new committee we moved *The Power of Goodness* curriculum, workshops and publications, so that all are readily available in all our programs worldwide. Finally, we established the new Fundraising Committee—you can expect to hear from them.

FPT conducts its entire operations through an annual budget of approximately \$270,000! Again this year we kept our expenses for administration and fundraising to a minimum, 16%. We careful budgeting matched with actual expenses we met our financial goals, and program expenses for our initiatives are 84% of our total expenses. More donations, Friends, would support more peacekeeping services to communities in turmoil around the world.

This year was invigorating for all of us at FPT. Let me share the goals recently described by our clerk, Tom Martin (Inter-Mountain Yearly Meeting) for the coming year:

- Continue to contribute to the successful transition already underway in each of the initiatives and in the Council.
- Strengthen the collaboration across all programs with careful attention to uniform workshop process and safeguards, especially the follow-up activities that maintain contact with and support of those whom we train.
- Coordinate the use of new technologies for training our partners via YouTube and the internet.
- Encourage new postings on social media and to our website to improve our presence and create more outreach to the general public.
- Help streamline access for our volunteers to our records, minutes, and other information items via Google Docs.
- Support new fundraising programs to increase our donations and expand our essential activities.

As your representative to the FPT Council, I participate in monthly Zoom meetings ten times a year with other Council and staff members from around the United States, Africa, Australia, Indonesia, Latin America and elsewhere to oversee our activities, serve on

the nominating and personnel committees, and participate in our annual “Face-to-Face” Council and public meetings in early summer each year (2018 in Nashville and this year in Westtown, PA).

There are several of us within BYM who can meet with your meetings to talk about FPT. Please visit our new website (above) for your orientation and ongoing reporting. You have opportunities to serve as a volunteer to help promote better understanding and otherwise support the work of FPT nationally and to work on-site in one of our many projects around the world. I have recently begun describing FPT as a Friends' “Peace Corps,” and I would like to see our fostering and promoting more opportunities for recent college graduates and other Young Friends to engage in extended internships in our international programs.

My three-year appointment by BYM to the FPT Council will end this August, and I look forward to working with my successor as that person initiates service with this wonderful organization. I have also promised to my colleagues on the Council that I will continue to support its work as I may be of assistance.

Thank you for your continuing and generous financial support that keeps all our volunteers and our part-time staff engaged in creative and effective peacebuilding with remarkable programs that build a culture of peace.

Bob Rhudy (Patapsco)

### FRIENDS UNITED MEETING

Friends United Meeting continues to evolve. I urge Friends to look at the new website <https://www.friendsunitedmeeting.org/> and subscribe to the weekly email. Under the “Resources” tab is the “Book Store,” containing some new titles. *Modern Psalms in Search of Peace and Justice* is available in both book and CD formats. A primary school book about accepting children with disabilities is *When Charley Met Emma* and the parable of the Good Samaritan is recast in *Who Is My Neighbor?* This book features talking blobs of fluffy blue shades and fluffy yellow shades, who really don't like each other. The book store also has two young-teen novels about the Underground Railroad, *Luke's Secret Summer* and *A Winding Road to Freedom*. Books on spirituality by Howard Thurman and on peacemaking are among the offerings.

The FUM Triennial (coordinated with the Triennials of Quaker Men and the United Society of Friends Women International) is less than a year away, July 12-18, 2020. The site is Kisumu, just south of the equator on the shore of Lake Victoria. Despite the nearby equator, the altitude is almost 4000 feet and July is considered their “winter” month. The temperature probably won't be much over 83° F, with intermittent mosquitoes. (Not kidding about the temperature, but the Triennials will be great!) If you have a few days extra you can visit some of our projects and take a little or even a big safari.

The North American/Caribbean Regional Board of FUM has met three times since our last Annual Sessions. In October, 2018 (Richmond, IN), we began to see some unsettling financial trends. The Board directed the General Secretary to investigate and report back at our March, 2019 meeting. The report in March showed our financial picture was still

unsettling but not yet clear. We created a Long-Range Financial Planning Working Group (LRFPWG) to do a deep dive into policy, procedures, and finances and to bring recommendations to our June, 2019 meeting. Friends on this Working Group met by weekly conference call from March 12 to June 20.

Our June General Board meetings were informative and intense. The Working Group brought forward twenty-one recommendations, eleven of which had to be approved by the Board. All eleven were approved. Most of our time was in Executive Sessions. We were able to keep the current funding level for our Richmond office staff, although they will not get a cost of living raise for this fiscal year. We addressed the issues of funding for the Directors of Ramallah Friends Schools and Friends Theological College. We approved short-term solutions. The funding of these two positions is a concern I've carried since I joined the Board in 2014. For the time being, our General Secretary will work as our Development Director. He is uniquely qualified, having previously worked with Everence, a Mennonite financial institution.

Our June discussions were candid and we realized this was just the beginning. We extended the charge of the Long-Range Financial Planning Working Group to March 2020. They will meet by tele-conference twice a month. The Advancement (Development) Committee and the Finance Committee will each meet by tele-conference once a month. The Working Group includes the acting clerk of the Finance Committee and the clerk of the Advancement Committee, the assistant presiding clerk in Kenya, a trustee, our General Secretary, and the presiding clerk of FUM.

#### 1) Why does Friends United Meeting need this level of analysis and renewal?

The mid-west, where the majority of American FUM Friends lived, had an expanding economy in the mid-twentieth century. Friends were able to sustain and expand their mission programs. English Quakers came to Jamaica shortly after George Fox had received the vision of "a great people to be gathered." In 1889 Iowa Friends founded a school there. Ramallah Friends Girls School opened 150 years ago. The Boys School opened in 1918. Quakers first landed in Cuba in 1900 and in western Kenya in 1902. It seems to me, that by the mid-twentieth century, these overseas missions were beginning to grow and expand at the same time the economy in the mid-west was beginning a slow decline. Technology changed the face of agriculture. It made larger family farms more competitive but they required fewer workers. Technology also changed the face of manufacturing. Gradually factories needed fewer workers and some manufacturing moved elsewhere. Friends also moved elsewhere in search of employment. Both the membership and economic resources of FUM declined.

While most American FUM Friends were in the mid-west, it is important to remember that Baltimore Yearly Meeting was a founding member of what is now Friends United Meeting. Today we are part of an international Quaker organization that has more projects than readily accessible resources. In addition to the demographic and economic influences on the fiscal health of FUM, it is among the Quaker groups that have suffered from our theological divisions. In the last quarter of the twentieth century, Friends did what Friends have always done. For a faith and practice that seeks Unity, we have managed to split in almost

every generation. Sometimes we have even chosen actual schism over cooperation. In the twenty-first century, we are free to continue this recurring cycle. We are also free to change and seek the Unity we profess.

Simply put, Friends United Meeting needs new, stable funding streams. Previously most of FUM's financial support came from Western, Indiana, and North Carolina yearly meetings. Western has lost both members and monthly meetings. Indiana and North Carolina have each split. Will the dual-affiliated yearly meetings, New England, New York, and Baltimore, step up?

## 2) Why do FUM programs and projects need financial support?

Most FUM programs and projects serve marginalized communities. Belize Friends Center includes a second-chance school for teens that didn't test well enough to enter a secondary technical or academic program. The Center serves an area that has been a corridor for drug smuggling and gun running. Lately the gangs have become more violent. Sex trafficking has begun. One resident told us that he is constantly afraid that his daughter will be abducted and sold.

Ramallah Friends Schools were begun in 1869. It has served generations of Palestinians under four different governments—Turkey, Great Britain, Jordan and now Israel. The Schools were able to expand to meet the growing needs of the Palestinians because of grant money from American Schools and Hospitals Abroad (ASHA). The current US government has stopped all aid to Palestine, including grants to RFS. The FUM General Secretary recently visited Ramallah and met with leaders in the Palestinian government and groups of different stake-holders in the school. Palestinian leaders emphasized the country-wide importance of our Quaker school. They said that when troubles come upon Ramallah Friends Schools, Palestinians consider it a national crisis.

Cuba Yearly Meeting survived under communism. They have recently been preparing for the inevitable turmoil that will bubble up (maybe boil over) at the end of the Castro regime. Several years ago they began the Cuban Quaker Institute of Peace. It includes classes in mediation and conflict transformation.

In 2007 our Kenyan Friends were beset by violence following their national elections. They responded by forming Friends Church Peace Teams. FCPT's work was central to the quelling of post-election violence. Friends helped displaced Kenyans move back to their homes. They served as poll watchers during subsequent elections. Since 2008 FCPT has taught Alternatives to Violence, Healing and Rebuilding our Communities, trauma healing, non-violent social change, and transformative mediation to thousands of Kenyans.

## 3) Imagine a global Quaker partnership!

For many years, FUM leaders in North America have been working to transform the organization from a white western missionary organization into a global partnership. For most of us in BYM, being an active global partner means taking some organizational responsibilities. We really were not very involved until 2002. But for the FUM-only meetings,

moving to a global partnership means giving up a measure of power and control. I admire the vision and willingness of these Friends to do what they know is right.

In a true partnership seniors do not just abandon their juniors. Actually FUM tried that once. After East African independence FUM mostly pulled out of Africa. The organizational result was a leadership vacuum. East Africa Yearly Meeting split into almost two dozen competing yearly meetings. The spiritual result was the growth of suspicion and animosity among many African Quakers. Because of the hard work of some East African Friends, reconciliation began several years ago. But it is still tender. Last April I witnessed one of our Kenyan leaders telling a North American staff person that this is not the time for FUM to pull out of Africa. “Don’t make the same mistake twice,” he said.

Realistically moving toward a partnership of global mutuality and respect will take a decade or more of trial and error. Error is inevitable because the situations that our FUM’s programs and projects face are dynamic and sometimes dangerous. To plan for changing situations, the North American/ Caribbean Regional Board just adopted a policy of 3-year budgeting. This doesn’t mean that budgets are engraved in stone three years out. It means that we look ahead and make financial plans. We try to anticipate future needs and find ways to accommodate them or reduce them. If a crisis looms we can look at our plans and make informed decisions on how to move resources or appeal for more.

The economic and political situation for most of our global partners is changing, sometimes erratically. It is no longer enough to just budget for an auditing firm and lawyers with different specialties in the United States. We must budget for each global partner to have, in-country, an auditing firm and lawyers. Government regulations change and school and medical unions go on strike. Land and property deeds and money have to be transferred.

The Way forward will be difficult and complicated. The current leadership of FUM is committed to prayerful searching and hopeful pushing. We invite you to step up.

Representatives from Baltimore Yearly Meeting to the  
General Board of Friends United Meeting

Georgia E. Fuller (Langley Hill), FUM Executive Board

Walter E. Fry (West Branch), FUM Trustee

Ann K. Riggs (Annapolis), FUM Nominating Com.

## **FRIENDS WILDERNESS CENTER**

No report received.

## **FRIENDS WORLD COMMITTEE FOR CONSULTATION**

Friends World Committee for Consultation Section of the Americas met on March 21-24 of 2019. The venue was at Lake Doniphan Camp and Conference Center, outside of Kansas City, Missouri. We came together from both continents of the New World and several of the islands. The theme we explored was “Who is my neighbor?” and “How Can we all be friends?” We did this through semi-programmed worship, worship sharing in small groups, and informally in long walks, food lines, and dorm groups.

The high point of the weekend for many of us was the semi-programmed worship under the leadership of our traveling ministers each morning. None of the traveling ministers come from Baltimore Yearly Meeting, but our tradition of unprogrammed worship was well represented. After the close of worship, we reconvened in small groups and delved deeper into the themes, based on our own experience of the spirit.

On Saturday afternoon, the new contingent of Traveling Ministers were blessed and sent forth. These ministers are not charged simply with explaining one version of Friends to another, but also to serve as a source of spiritual enrichment wherever they are invited to go. They can carry out children's programs, preach, lead worship sharing, preside at group meals, etc. There is no cost to the host Meeting.

The weather was a constant worry as severe rainstorms were predicted. Leaving on Saturday was ifish. We needed to cross several rivers which had been already affected. We had to take some detours, but we did make it across the Missouri River without any trouble, and the rest of the way home.

This year, Sheila Bach, Judy Seaman, Bette Hoover, and Thomas Finegar will rotate off the committee. Replacement are needed. If you are interested in this fascinating work, approach the Yearly Meeting Nominating Committee.

### **INTERFAITH ACTION FOR HUMAN RIGHTS**

Over this past year, IAHR's has continued to build its visibility and impact through an extensive set of activities and initiatives. Our professional staff, dedicated volunteers and generous contributors have made all of this possible – and laid the foundation for even greater accomplishments in the coming years.

Legislation is a critical part of our effort.

- Bills we supported in Maryland that were successful in 2019 include a ban on solitary for juveniles, a ban on involuntary medical isolation for women who are pregnant or recuperating from pregnancy, and provision of medical treatment to incarcerated persons with addictions.
- Virginia passed a reporting requirement we sponsored this year on the extent and nature of solitary confinement in its prisons. As our experience in Maryland shows, having public information on solitary confinement in Virginia will be critical in arguing for future reform legislation.
- We are now focused on passing a reporting bill in the District. The reports will provide powerful evidence for our penal reform activity and that of our DC allies. IAHR is also part of a coalition seeking reform of parole practices in the District

Our efforts to provide Individual Support to those suffering from solitary confinement are another focus for IAHR.

- Our Pen Pal Program continues to grow. This program helps to relieve the isolation of prisoners from DC incarcerated hundreds or thousands of miles from home in the federal penal system. Even if they are not in solitary confinement, these persons are isolated – from friends and family, often for years on end. We now

have 135 pen pals corresponding with 145 incarcerated persons. They each offer a friendly voice from back home through their on-going personal correspondence. A separate pen pal program serves Virginia.

- IAHR regularly receives personal appeals for help from those held in solitary confinement. Just an inquiry from us to prison administration can produce better conditions for the prisoner.

Public Awareness of our issues is the foundation for all our progress. Our best ally is a compassionate electorate that is well informed on the conditions of incarceration.

- Our voice has been heard widely in area media. This includes newspapers such as the Baltimore Sun and Washington Post and broadcast stations including WTKR in Norfolk.
- IAHR also conducts public Forums on Solitary Confinement that share our message with hundreds of attendees. Forums in 2018 and 2019 have included those held in Baltimore, Frederick and Richmond.
- This year, IAHR produced Reflecting on the Use of Solitary Confinement – a compelling video that spells out the imperative of ending solitary confinement. I hope you will view it and share it!
- Our website, <https://www.interfaithactionhr.org/>, and blog have become an increasingly rich source for all those who care about justice for our incarcerated brothers and sisters.

For more information on our issues and activities, please follow our blog at [IAHR Newsletter](#) and our Twitter feed at [@IAHR\\_DC](#).

## **MILES WHITE BENEFICIAL SOCIETY OF BALTIMORE CITY** *The Business of our Lives*

*... to turn all the treasures we possess into the channel of universal love becomes the business of our lives. John Woolman*

This year’s report begins with a quote from John Woolman, the 18th century Quaker writer, whose journal provides a record of his spiritual life and thought as he reflects on the inseparable relationships among humankind and how to best care for the common interests of our community. **What are the responsibilities of those who have many resources for those who have few? What is the best way to “channel” resources to support those in need?**

Throughout his life, Miles White had been noted as a philanthropist. But in 1874 White, at the age of 82, made it the business of his life to create a corporation to promote “piety and Christianity, to extend aid to the young in their religious, moral and intellectual training and education, and to relieve the deserving poor.” Today, the business of the Miles White Beneficial Society of Baltimore City is to serve as a “channel” of funds from White’s generous bequest to support the education of the young, to support projects undertaken by educational institutions, and to provide resources for charitable organizations.

Stewardship is essential to the life and business of the Society. Members of the Board of Trustees not only serve as stewards of the bequest that White left to support the corporation, but we also serve as stewards of processes that trustees through the generations have

developed to identify recipients of grants and scholarships that reflect the ideals that prompted White to act so generously in the interest of others so many years ago.

### **Outcomes for 2018-2019**

The Society continues to serve as a steward of the interests of its founder, Miles White. In 2018-2019, it supported eleven charitable organizations in the metropolitan Baltimore area, and it awarded grants to support initiatives sponsored by six educational institutions or organizations. The Society awarded scholarships to nine undergraduate students whom it designated as Miles White Scholars, a distinction that represents White's care for the intellectual growth and achievement of young people. The Society also awarded grants to three community organizations that sponsor summer programs for children in Baltimore City.

### **Challenges**

Although the Society is well positioned to continue service through the years, its most evident challenge is maintaining a strong and stable board of trustees. It has been fortunate in having dedicated trustees who work diligently to do the work of the organization. However, ultimately terms of service end, and the organization depends on Friends to answer the call to join in the business of stewardship. Because the Society is a supporting organization of Baltimore Yearly Meeting, it depends on the BYM Nominating Committee to engage interested individuals in the life and work of the organization.

A second challenge is one for those who serve on the Board of Trustees. Though we must be versatile and forward thinking in our work, we must remain committed to the interests of those we serve and mindful of the vision of the founder and benefactor of the corporation. Fortunately, stewardship is a guiding force. In the role of trustees of the board of the Miles White Beneficial Society of Baltimore City, stewardship is the business of our lives.

#### Board of Trustees

The Miles White Beneficial Society of Baltimore City

Herbert Clark

Robert Fetter

Phillip Fratesi

Elizabeth Harlan

John McKusick

William Miles

Kathryn Pettus

Deepti Scharf

Amy Schmaljohn

#### Note:

“Here we have a prospect of one common interest from which our own is inseparable—to turn all the treasures we possess into the channel of universal love becomes the business of our lives.” *John Woolman, A Plea for the Poor, Pendle Hill Pamphlet 357.*

### **PRISONER VISITATION AND SUPPORT**

Prisoner Visitation and Support is a Quaker-founded nonprofit organization that has just celebrated its 50th year. Its network of over 400 volunteer visitors offer regular visits to prisoners in government and military prisons, including those in segregated housing (solitary confinement) or on death row. For many, these visitors are their only link with the outside world and a crucial support as they envision re-entry into their communities.

This year, PVS asked its long-time National Recruiter, Eileen Gilkenson, to serve as interim Director as we continue to weather a period of transition. PVS is exploring ways to give its volunteers a stronger link to the Board as it seeks to guide the organization and place it on a firmer financial footing. We have few stable sources of financial support and our simple mission - visiting, but not advocating for reform or evangelizing for any religion - seems to make us ineligible for most major grants. We welcome input and ideas on how we can enable this crucial network to continue its work for another 50 years. Please contact Susannah Rose, BYM's current representative on PVS's Board, if you have questions or ideas: [susan-hillsrose@gmail.com](mailto:susan-hillsrose@gmail.com).

## QUAKER EARTHCARE WITNESS

This is an especially dynamic time for QEW as an organization and as a voice for Quakers speaking to issues of Earthcare, climate disruption and environmental justice. QEW is at a crucial point with great aspirations for our work in the 21st century. QEW needs more money as well as spiritual transformation to move forward, especially given the urgency of the challenges we face. These goals continue to guide the organization's work and were reaffirmed at the April 2019 Steering Committee Meeting in St Paul, Minnesota.

### QEW Aspirational Goals

In the Fall of 2017, an ad hoc committee was formed to look at the future of the organization. Over the following year, the committee's work yielded a document of aspirational goals which includes:

- *Improving recognition of QEW within the Religious Society of Friends and beyond.*
- *Reach out to young adult friends 18 - 40 years old*
- *Expand our network to include more people of color and focus on Environmental Justice concerns*
- *Expand our network of Monthly and Yearly Meetings*
- *Continue Steering Committee meetings as a place of inspiration and nurturance*
- *Develop projects for QEW network participation. Examples: UN Working Group and Mini-Grants Group*
- *Increase fundraising across Friends*
- *Getting the work done and evaluating it.*

### From the QEW General Secretary, Shelley Tannenbaum:

Earthcare is intertwined with peace and social justice work. Unfortunately, some do not recognize this. Evidence that QEW is gaining in recognition among the Society of Friends, is that there have been more requests for speaking engagements. QEW limited in what we can do in regard to attendance at meetings, talks, and publications. We need more funds to do these things, including development of the new website

### From Publications Director, Hayley Hathaway:

Each issue of BeFriending Creation as a standalone issue for the newcomer and as a larger story for the work we do for all readers. We try to get diverse voices and issues. The website will be out of date in a year, so funds are still needed to support its redevelopment.

### Steering Committee:

We met twice yearly to do the business of the organization. Our smaller committees met to

discuss finance and development, publications, outreach, spiritual nurturance, and nominating issues. Our working groups focused on projects related to population concerns, work at the United Nations and the diaspora, mini-grants, Unity with Nature, and connecting with Friends Committee on National Legislation.

QEW has some exciting projects underway.

- A third UN side event has been developed by the African Diaspora sub group of the UN Working Group and will sponsor Water: Reconnecting People of African Descent in July at the Salvation Army Building In NYC.
- The African Diaspora Earthcare Coalition, convened by Quaker Earthcare Witness and its United Nations Working Group, works to educate, advocate, and create solidarity networks supporting clean water, the retention of agricultural land, and food sovereignty for people of the African descent. The Coalition is comprised of organizations and colleagues from the worldwide African diaspora.
- A QEW Friend, Kristin Becker, at St Paul Meeting is developing zero waste guidelines and an info packet to help individuals and Meetings cut down and eliminate their consumption and waste. This will be distributed to Yearly Meeting Reps and can be available to all in the coming months.

**From BYM Rep, Barb Adams:**

This was a full year for me as your representative.

As one pathway to help fulfill the goals of improving recognition of QEW within the Religious Society of Friends and beyond, and expanding our network of Monthly and Yearly Meetings, I offered to create a film to share what moves Quakers to be a part of QEW and some of the deeper awarenesses that QEW members have on the issues of Earthcare, That film, *Quaker Earthcare Witness: A Panorama* was 18 months in the making and is now finished! I will be including it as I travel to Meetings in the BYM area to talk about empowerment in addressing earthcare issues and how QEW can partner with Meetings and individuals in this process. It will also be made available through the QEW website and you can also contact me directly.

In my developing role as liaison to Indigenous and Women's Groups around the world addressing climate change and environmental injustice through the UN Working Group, I attended my second UN Permanent Forum on Indigenous Issues, April 21-27.

I learned of the horrific genocide against many indigenous peoples in Amazonia areas in South America by corporate and, in some cases, government militias, protecting extraction projects which are destroying water, land, air and sacred ways of life. Chieftains from a number of tribes attended the forum along with a contingent of representative of the Catholic Church Worldwide, to discuss a collaborative movement bring this reality to the Vatican and ask the Pope for intercession.

I learned of the shocking increase of missing and murdered Indigenous women in the US and Canada, especially related to fossil fuel extraction projects, and the transient workers/predators that avoid arrest and prosecution because of the limits of tribal police and non-cooperation of state police and local governments.

I was deeply moved to witness the release of a book of writings by Indigenous youth and their powerful, grounded wisdom shared at this event. I will be getting multiple copies once made available to the public.

I continue to feel Spirit-guided in my work in QEW and am grateful for the opportunity to represent BYM and look for more engagement and collaboration with the BYM Unity with Nature Committee, BYM Quakers and Meetings in the months ahead.

Barb Adams (Richmond), Representative to Quaker Earthcare Witness

### **QUAKER HOUSE**

No report received.

### **QUAKER RELIGIOUS EDUCATION COALITION**

No report received.

### **QUAKER UNITED NATIONS OFFICES**

No report received.

### **RIGHT SHARING OF WORLD RESOURCES**

Right Sharing of World Resources (RSWR) has been a small Quaker NGO (non-governmental organization) for many years. It grew out of Friends World Committee for Consultation, (FWCC) the world-wide body of Friends that links virtually all Yearly Meetings and Associations. For many years it was administered by FWCC but about 2005 FWCC determined that it could no longer do this. In the years since it has grown an independent Board of Directors and expanded its base of programming to include groups of women in India, Kenya, and Sierra Leone.

The RSWR Board (25 in number) is made up of mostly Friends who are appointed through our nominations process and serve for period of 3 years with a second and 3rd term optional. Unlike FGC yearly meetings do not appoint representatives to the Board.

The Program Committee (PC) takes the lead on managing the selection of grant recipients for India, Kenya and Sierra Leone and developing criteria for quality and sustainable projects via monitoring and evaluation (our latest initiative). Based on the Program Committee's recommendations the Board approves grants on an average of \$100,000 in the fall and in the spring granting cycles. The PC is also responsible for helping hold up the spiritual dimension of RSWR's work which includes asking Friends with wealth capacity to consider 'what does it mean to have enough'? The other committees are governance that includes strategic planning and nominations and finance/development.

The program cycle works like this: Groups of women in India, Kenya and Sierra Leone apply for grants. The PC selects groups which work with women in their communities to identify individuals for loans for micro-businesses. These groups are funded using funds

donated by people like us. The women run their businesses and pay back their loans to the regional grantor, which then re-invests the proceeds into more loans.

RSWR puts out a quarterly newsletter that features information about our women partners and usually another highlight story such an update on the long held stamp collection project from California to First Friends of Indianapolis.

The RSWR website: [www.rswr.org](http://www.rswr.org) has general information. You might contact Genevieve Beck-Roe, Communications & Development about being added to a mailing list (electronic or hard copy) [gbeckroe@rswr.org](mailto:gbeckroe@rswr.org). Jackie Stillwell of Monadnock Meeting (NEYM) and former head of the Meeting School is currently serving as General Secretary.

Please, please, please, visit the web site for more information, and to make donations. RSWR is one of the best programs I have seen at helping people use a little to create a lot. [www.rswr.com](http://www.rswr.com) For more info, please contact the web site, or Genevieve Beck-Roe [gbeckroe@rswr.org](mailto:gbeckroe@rswr.org)

Adrian Bishop (Baltimore, Stony Run)

### **SANDY SPRING FRIENDS SCHOOL**

I am grateful for the opportunity to provide this year's report to the Baltimore Yearly Meeting.

I want to begin by acknowledging that there are many fields that offer exciting work such as non-violent conflict resolution, understanding our climate and healing the natural world, growing nutritious food, harnessing artificial intelligence for good, promoting human rights; the list goes on and on. Nonetheless, for me, topping the list of interesting things to be thinking about is, what should we be teaching our children, what do we want them to be learning, how do we teach them, how do we make it sticky, how do we know it's contributing to our children growing up to be happy, productive and able to make the world better than the one we have brought them into?

At Sandy Spring Friends School, we now have a pre-school program for 3 year old's; which means that some of the kids in the car pool line will graduate in 2033. A couple generations ago, say, my Mom's generation when she was a girl, folks still used buggy whips and women didn't vote. When I was a boy, we had a really heavy telephone attached to the wall. It was analog and, for all intents and purposes, you were assigned one by the phone company and they really didn't want you to ever need another. Every new generation has to be prepared for a future that is hard to predict. But who is good at predicting the future of education? This is not a trick question. It's the Quakers. Consider what we have been doing since 1689 when the first Friends schools were started and, by the way, those first two are still going strong. William Penn's Charter School, one of the first schools in Philadelphia, had three themes that are still at the core of what we do. First; the conviction that there is that of God within all people. Everything we do is built on this foundation. The genius of Quakerism is that our experience of the Light is not done in isolation. We practice silence, waiting, patience, expectation, together. And, through the silence and through the messages that are inspired within the silence, we connect with the Light within ourselves

and the Light within those who sit among us and, even more mystically, those who are not present. Second; because the Light reveals truth, our understanding of ourselves, nature, the world we live in is continually being revealed to us. Occasionally this may occur in dramatic fashion (St Paul was knocked off his horse); but we Quakers believe that our understanding grows through civic engagement, by applying the scientific method, observation, debate, by being open to being wrong, having a touch of humility and by having a respect for the power of words, of language rooted in integrity, in plain speaking, and, of course, for deeds.

So we built our schools around these notions and 325 years later we do a lot that is different but, mostly, we try to do a lot that is the same.

What our experience tells us is supported by the data generated by social scientists. Children learn best when they feel connected. To their teachers, their classmates, their teammates, their grandparents, in first day school and at camp. At Sandy Spring Friends School, we do this through Meeting for Worship, through the arts, through science and by reading epic poems. We weave, throw, belt out show tunes, go on trips, take risks and try like the dickens to keep perspective. We challenge students and, in turn, are challenged back.

This past year, our enrollment was at an all time high. Our boarding program includes students from 15 countries. We have about 60 Quaker kids at school; we would like more, but we have enough to have a critical mass of light and love. Our financial condition is strong. We continue to keep tuition increases at or around CPI; approximately 40% of our students receive financial aid and the diversity of our student body is the envy of our peers. Our kids are going to great colleges and universities. We are going to build a new Upper School which we expect to occupy Spring 2020.

Thank you for all of your support. We wouldn't be here without you.

Tom Gibian, Head of School

**WILLIAM PENN HOUSE**

No report received.



*Coffee House  
Annual Session 2019 photo by Skip Duncan*



*Catoctin Quaker Camp hikers  
photo by Jennifer Domenick*

# MEETING COMMUNITY STATISTICS

Meeting	2017			2018			Total (+/-)
	Full	Associate	Estimated Attender	Full	Associate	Estimated Attender	
Adelphi Friends Meeting*	222	140	0	222	140	0	362 0
Alexandria Friends Meeting	165	0	54	156	0	52	208 -11
Annapolis Friends Meeting	72	15	71	69	11	71	151 -7
Baltimore, Stony Run	439	0	160	426	0	160	586 -13
Bethesda Friends Meeting*	228	127	420	228	127	420	775 0
Blacksburg Friends Meeting	24	11	22	31	13	23	67 10
Carlisle Quaker Meeting*	27	5	34	27	5	34	66 0
Charlottesville Friends Meeting	136	5	34	125	3	34	162 -13
Deer Creek Meeting	43	9	36	42	9	38	89 1
Dunnings Creek Friends Meeting*	36	5	5	36	5	5	46 0
Floyd Friends Meeting*	16	9	20	16	9	20	45 0
Frederick Friends Meeting	60	16	66	61	16	42	119 -23
Friends Meeting of Washington**	282	59	405	282	5	531	818 72
Gettysburg Monthly Meeting	13	0	7	12	0	6	18 -2
Goose Creek Friends Meeting	170	14	51	170	14	64	248 13
Gunpowder Friends Meeting	108	0	30	107	0	41	148 10
Herdon Friends Meeting	77	28	57	79	26	61	166 4
Homewood Friends Meeting*	84	24	61	84	24	61	169 0
Hopewell Centre Monthly Meeting	59	3	21	63	0	24	87 4
Langley Hill Friends Meeting	139	32	50	143	36	51	230 9
Little Britain Monthly Meeting	68	0	0	68	0	0	68 0

Meeting	2017			2018			Total (+/-)
	Full	Associate	Estimated Attender	Full	Associate	Estimated Attender	
Little Falls Friends Meeting*	50	9	18	50	9	18	77 0
Mattaponi Friends Meeting*	10	0	6	10	0	6	16 0
Maury River Friends Meeting*	33	5	42	33	5	42	80 0
Menallen Monthly Meeting	45	4	7	45	5	18	68 12
Midlothian Friends Meeting*	79	0	36	79	0	36	115 0
Monongalia Friends Meeting**	12	0	14	12	0	15	27 1
Nottingham Friends Meeting	29	3	4	29	3	4	36 0
Patapsco Friends Meeting*	32	10	35	32	10	35	77 0
Patuxent Friends Meeting**	29	2	15	29	2	15	46 0
Pipe Creek Friends Meeting	25	2	26	25	2	25	55 2
Richmond Friends Meeting	177	24	63	165	24	67	256 -8
Roanoke Friends Meeting*	23	0	68	23	0	68	91 0
Sandy Spring Friends Meeting**	356	77	349	475	70	200	745 -37
Shepherdstown Friends Meeting*	15	7	13	15	0	13	28 0
State College Friends Meeting	90	9	0	89	8	0	97 -2
Valley Friends Meeting**	25	7	43	25	7	36	68 -7
Warrington Monthly Meeting	27	0	4	27	0	2	29 -2
West Branch Friends Meeting*	91	0	0	91	0	0	91 0
Williamsburg Friends Meeting	11	5	15	10	0	16	26 -5
York Friends Meeting*	36	3	39	36	3	39	78 0
<b>Totals</b>	<b>3,663</b>	<b>669</b>	<b>2,401</b>	<b>3,747</b>	<b>591</b>	<b>2,396</b>	<b>6,734 8</b>

\* No report this year

\*\*Revised last year's report

## 2020 APPORTIONMENTS

Meeting	2018	2019	2020
Adelphi Friends Meeting and Takoma Park Preparative Meeting	34,066	33,136	34,484
Alexandria Friends Meeting	10,207	11,114	8,149
Annapolis Friends Meeting	14,124	14,576	14,889
Baltimore Monthly Meeting, Stony Run	69,497	69,565	75,815
Bethesda Friends Meeting	27,025	34,519	29,967
Blacksburg Friends Meeting	4,369	9,268	2,900
Carlisle Quaker Meeting	5,953	5,499	5,553
Charlottesville Friends Meeting	13,518	16,493	17,227
Deer Creek Friends Meeting	5,670	5,279	5,374
Dunnings Creek Friends Meeting	2,746	2,267	3,140
Floyd Friends Meeting	1,082	1,442	1,091
Frederick Friends Meeting	8,472	7,011	7,791
Friends Meeting of Washington	65,877	66,685	67,000
Gettysburg Monthly Meeting	658	579	700
Goose Creek Friends Meeting	15,092	15,194	13,869
Gunpowder Friends Meeting	14,866	14,471	15,117
Herndon Friends Meeting and Fauquier County Worship Group	11,755	14,586	12,671
Homewood Friends Meeting	19,357	19,499	22,654
Hopewell Centre Monthly Meeting	7,243	5,959	6,472
Langley Hill Friends Meeting	34,772	32,504	33,207
Little Britain Monthly Meeting	448	520	300
Little Falls Friends Meeting	5,450	4,823	3,376
Mattaponi Friends Meeting	547	495	500
Maury River Friends Meeting	3,959	4,069	3,929
Menallen Friends Meeting	2,511	2,412	2,436
Midlothian Friends Meeting	2,600	4,135	1,680
Monongalia Monthly Meeting and Buckhannon Preparative Meeting	1,836	1,734	1,504
Nottingham Friends Meeting	2,684	3,121	3,106
Patapsco Friends Meeting	3,413	3,804	5,033
Patuxent Friends Meeting	4,818	5,004	4,842
Pipe Creek Friends Meeting	1,416	1,202	1,214
Richmond Friends Meeting	16,580	19,084	18,700

<b>Meeting</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Roanoke Friends Meeting and Lynchburg Indulged Meeting	6,656	6,861	6,927
Sandy Spring Friends Meeting	51,562	51,684	51,700
Shepherdstown Friends Meeting	3,125	3,139	2,743
State College Friends Meeting	5,109	4,941	2,239
Valley Friends Meeting and Augusta Worship Group	3,724	4,448	4,491
Warrington Monthly Meeting	1,592	1,634	1,493
West Branch Monthly Meeting	5,123	4,722	1,000
Williamsburg Friends Meeting and Norfolk Preparative Meeting	1,302	2,389	1,035
York Friends Meeting	4,191	4,489	5,611
<b>Total</b>	<b>495,000</b>	<b>514,353</b>	<b>501,926</b>

Note: Total amounts may not match sum of rows due to rounding.



*Teen Adventure Quaker Camp*

# 2019 BALTIMORE YEARLY MEETING

## FINANCIAL REPORT

### 2020 BUDGET NOTES

#### **Operating Budget Summary**

This section summarizes the income and expenses for the Operating Budget.

#### **Administration**

Apportionment is 25 percent of Monthly Meeting income subject to apportionment. Some Meetings indicated that, due to their particular circumstances, they intend to pay a different amount than 25 percent of their income; those adjusted amounts are included in the proposed 2020 apportionments. The budget also includes a small allowance for unpaid apportionment. The 2020 budget relies on Monthly Meetings paying their approved apportionment amounts.

“Released Funds - Other Gifts and Grants” are amounts transferred from restricted funds to be used for the fund’s purpose. The amount on line 8 under income is equal to the amount on line 23 under expenses. More detail is provided at the bottom of page page 242 under Administration Details.

Line 20 shows a \$2,000 transfer to a newly created PPRRSM Designated Fund. (PPRRSM stands for Provision for Plant Replacement, Renewal and Special. Maintenance.) Stewardship and Finance intends to increase the amount transferred to the PPRRSM Fund in future years.

To further build the PPRRSM Fund, Stewardship and Finance recommends that funds designated for upkeep on the office property (line 19) that are not spent in the budget year be added to the PPRRSM Fund. We suggest beginning this practice in 2019.

Administrative expenses do not include an anticipated \$25,000 to support a long-range planning process in 2020. Stewardship and Finance hopes this can be funded from undesignated reserves.

Total committee expenses are more than twice what committees spent in 2018. Although most committees are not receiving their full budget request as a dedicated line item, the amount for Committee Contingencies has been increased from \$1,000 to \$4,000. When committees need more than their dedicated line item, they can request additional funds from the Committee Contingency Fund through the General Secretary. Stewardship and Finance’s intent is that all committees have access to the funds they need to carry out their committee activities.

Contributions to FGC, FUM, and FWCC remain the same as in 2019, while contributions to other organizations have been reduced. Per Stewardship and Finance policy, the budget includes contributions to organizations that BYM sends a representative to or is affiliated with. Contributions to church councils and the Sandy Spring Volunteer Fire Department

are made on advice from the General Secretary. In years when there are sufficient funds, BYM will contribute to other organizations selected by Peace and Social Concerns. If BYM has an overall surplus in 2020, Stewardship and Finance may bring a recommendation to Spring 2021 Interim Meeting to increase contributions to other organizations.

### **Camp Program and Property**

Please see reports from the Camping Program Committee, Camp Property Management Committee, Camp Program Manager, and Camp Property Manager for information about the camping program and camp property.

The Capital Budget shows capital expenses associated with camp properties.

Interest payments for Catocin bathhouse Friendly Loans (line 31) are covered by increased camping fees. The increased fees were also intended to build reserves to repay loan principal, so the 2018 and 2019 budgets included transfers to a Designated Fund for Friendly Loan Repayment (line 32). A similar transfer is not in the 2020 budget because it would result in a deficit budget for Camp Program and Property. Should Camp Program and Property end 2020 with a surplus, Stewardship and Finance may bring a recommendation to Spring 2021 Interim Meeting to transfer the amount of the surplus, up to \$34,896, to the Friendly Loan Repayment Fund.

### **Other Programs**

For information about these programs, please see reports from their oversight committees and staff:

Annual Session	Program Committee
STRIDE	STRIDE Working Group (Growing Diverse Leadership)
Youth Programs	Youth Programs Committee, Youth Programs Manager
Women’s Retreat	Women’s Retreat Working Group (Ministry and Pastoral Care)
Spiritual Formation	Spiritual Formation Program Working Group (Ministry and Pastoral Care)

“Additional Programs” is a placeholder for occasional events such as a clerking workshop.

STRIDE income includes a one-time transfer of \$40,000 from an ad hoc Diversity Fund and the remaining \$4,950 from the Shoemaker grant (line 17). The Diversity Funds came from contributions to BYM for diversity work and from other STRIDE Working Group fundraisers to cover camp scholarships and other program expenses. STRIDE contributions and program expenses are included in BYM’s 2020 operating budget.

### **Capital Budget**

The Camp Property Capital Budget currently is funded solely through restricted contributions.

The Designated Fund for Friendly Loan repayment is being funded through increased

camper fees and set-asides from the Camp Property Capital budget. Budgeted transfers through 2021 will cover loan principal repayments through 2021 and 75 percent of the remaining principal repayment due in 2022. Refinancing the Friendly Loans over a longer repayment period could alleviate some of the pressure on the Camp Property Capital Budget.

### Summary of Contributions to Operating and Capital Budgets

The Development Committee sets the amount of total contributions for the operating and capital budgets.

## 2020 OPERATING BUDGET: SUMMARY

Description	2018 Actual	2018 Budget	2019 Budget	2020 Budget
Administration				
Apportionment	476,730	485,000	495,600	500,000
Other Income	304,400	192,212	202,944	331,650
Administrative Expenses	(643,612)	(746,143)	(749,104)	(747,530)
Net Administration	137,517	(68,931)	(50,560)	84,120
Camping Program & Property				
Program Fee Income	857,337	870,181	901,251	889,500
Other Income	149,720	279,900	263,900	182,300
Program and Property Expenses	(994,702)	(1,085,681)	(1,108,350)	(1,071,800)
Net Camping Income	12,355	64,400	56,801	0
All Other Programs				
Program Income	194,557	302,725	271,155	228,550
Program Expenses	(202,277)	(298,194)	(277,396)	(312,670)
Net All Other Programs	(7,720)	4,531	(6,241)	(84,120)
Totals for Operating Activities				
Income, All Sources	1,982,744	2,130,018	2,134,850	2,132,000
Expenses, All Programs	(1,840,592)	(2,130,018)	(2,134,850)	(2,132,000)
<b>Net Operating Income (Loss)</b>	<b>142,096</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 2020 OPERATING BUDGET: ADMINISTRATION DETAIL

Description	2018 Actual	2018 Budget	2019 Budget	2020 Budget
<b>Administration</b>				
Apportionment	476,730	495,000	515,000	501,926
Allowance For Unpaid Apportionment	0	(10,000)	(19,400)	(1,926)
Unrestricted Contributions	255,811	159,712	161,444	281,150
Released Funds - Other Gifts and Grants	32,427	25,000	30,000	35,000
Book Sales	638	1,500	1,500	1,500
Interest and Dividends	15,524	6,000	10,000	14,000
Total Admin Income	781,130	677,212	698,544	831,650
<b>Administrative Expenses</b>				
Administrative Wages	269,747	286,396	291,897	285,790
Payroll Taxes and Benefits	66,610	82,402	83,532	85,975
Other Administrative Expenses	106,816	122,261	118,082	118,600
Development Expenses	129,622	145,584	148,668	162,990
Transfer to Reserves	0	29,375	0	0
Transfer to Capital Budget - Office Property	0	3,000	20,500	13,000
Transfer to PPRRSM Designated Fund	0	0	0	2,000
Contributions to FGC, FUM, FWCC	27,000	27,000	27,000	27,000
Contributions to Other Organizations	4,600	4,725	4,725	1,825
Other Gifts and Grants	32,427	25,000	30,000	35,000
Committee Expenses	6,590	20,400	24,700	15,350
Total Administration Expenses	643,612	746,143	749,104	747,530
<b>Net Administration</b>				
Net Administration	137,517	(68,931)	(50,560)	84,120
<b>Administration Details</b>				
<i>Released Funds - Other Gifts and Grants</i>				
Educational Grant Funds	18,000	0	10,000	12,000
Sue Thomas Turner Education Fund	13,577	0	19,400	22,000
Indian Affairs Historical Fund	1,050	0	600	1,000
Total	32,627	25,000	30,000	35,000
<i>Expenditures - Other Gifts and Grants</i>				
Educational Grant Funds	18,000	0	10,000	12,000
Sue Thomas Turner Education Fund	13,577	0	19,400	22,000

<b>Description</b>	<b>2018 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Indian Affairs Historical Fund	1,050	0	600	1,000
Total	32,627	25,000	30,000	35,000
<b><i>Other Administrative Expenses</i></b>				
Employee Development	1,170	1,500	1,500	1,000
Staff Travel	3,144	6,000	6,000	4,000
Accounting and Audit	16,500	15,500	16,000	17,000
Legal	2,770	2,500	5,000	5,000
Bank & Credit Card Fees	4,223	3,200	3,200	4,000
Payroll Processing	2,107	2,000	2,000	1,500
Computer Equipment, Supplies, Maintenance	6,143	11,000	13,500	9,500
Web Access	7,436	5,000	8,500	8,500
Equipment Purchase and Maintenance	3,737	1,500	3,500	4,000
Insurance	9,415	11,000	12,000	9,500
Office Supplies, Postage, Printing	22,677	21,500	16,000	22,000
Building and Ground Maintenance	8,698	7,000	7,600	9,000
Telephone and Utilities	7,347	9,400	8,500	8,500
Clerks' Expenses	2,826	5,000	5,000	3,500
Representative Travel	2,084	3,000	3,000	4,000
Contingency Fund	0	2,500	2,500	2,500
Miscellaneous Administrative Expenses	6,537	4,550	4,250	5,100
Total Other Administrative Expenses	106,816	122,261	118,050	118,600
<b><i>Contributions to Major Organizations</i></b>				
Friends General Conference	10,260	10,260	10,260	10,260
Friends United Meeting	8,910	8,910	8,910	8,910
Friends World Committee for Consultation	7,830	7,830	7,830	7,830
Total	27,000	27,000	27,000	27,000

Description	2018 Actual	2018 Budget	2019 Budget	2020 Budget
<b>Contributions to Other Organizations</b>				
<b>BYM sends representatives or is affiliated</b>				
American Friends Service Committee	200	200	200	100
Friends Committee on National Legislation	200	200	200	100
Friends House (Sandy Spring)	200	200	200	100
Friends Meeting School	200	200	200	100
Friends Peace Teams	200	200	200	100
Interfaith Action for Human Rights	0	200	200	100
Nat. Religious Coalition Against Torture	275	0	0	0
Prison Visitation & Support	200	200	200	100
Quaker Earthcare Witness	0	200	200	100
Quaker House	200	200	200	100
Quaker Religious Education Collaborative	0	0	0	100
Sandy Spring Friends School	200	200	200	100
Washington Quaker Workcamps	200	200	200	0
William Penn House	200	200	200	100
<b>Church councils, SS Fire Department</b>				
Interfaith Center of Metro Washington	225	225	225	225
National Council of Churches	200	200	200	100
World Council of Churches	200	200	200	100
Virginia Council of Churches	200	200	200	100
Sandy Spring Volunteer Fire Department	100	100	100	100
<b>Other organizations</b>				
Center on Conscience and War	200	200	200	0
Earlham School of Religion	200	200	200	0
Friends Council on Education	200	200	200	0
Friends House, Moscow	200	200	200	0
Friends Journal	200	200	200	0
Pendle Hill	200	200	200	0
Right Sharing of World Resources	200	200	200	0
Total	4,600	4,725	4,725	1,825

<b>Description</b>	<b>2018 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b><i>Committee Expenses</i></b>				
Advancement & Outreach	0	300	300	100
Ministry & Pastoral Care	220	2,000	2,000	250
Peace & Social Concerns	72	200	200	200
Religious Education	0	1,200	500	250
Growing Diverse Leadership	351	2,500	8,000	2,500
Unity with Nature	301	1,500	1,500	500
Working Group on Racism	0	500	500	100
Indian Affairs	943	1,500	1,000	750
Intervisitation	4,369	5,000	5,000	4,000
Faith & Practice	0	500	500	250
Young Adult Friends	418	3,700	3,700	1,700
Trustees - Youth Safety	0	500	0	250
Committee Overage Contingency	0	1,000	1,000	4,000
Interim Meeting	216	0	500	500
Total	6,891	20,400	24,700	15,350

## 2020 OPERATING BUDGET: CAMP PROGRAM AND PROPERTY DETAIL

Description	2018 Actual	2018 Budget	2019 Budget	2020 Budget
<b><i>Camp Program &amp; Property Income</i></b>				
Camp Program Fee Income	857,337	870,181	901,251	889,500
Released Funds from Morley, Warren, Diversity	47,700	72,000	58,000	12,000
Contributions to Camperships (including STRIDE)	70,715	165,000	165,000	133,000
Other Camp Income	31,305	42,900	40,900	37,300
Total Camp Prog. & Prop. Income	1,007,057	1,150,081	1,165,151	1,071,800
<b><i>Camp Program &amp; Property Expenses</i></b>				
Camp Program Wages & Benefits	436,776	456,326	451,668	476,980
Camp Property Wages & Benefits	151,776	164,959	159,087	166,970
Other Employee Expenses	21,024	24,330	25,310	28,700
Consultants	9,707	9,400	9,745	13,150
Bank and Credit Card Fees	20,550	19,925	20,480	21,970
Computer Equip/Supplies/Repair/ Web Access	10,517	10,925	11,790	10,975
Equipment Purchase/Maintenance/ Rental	24,949	16,900	17,520	20,270
Office Supplies/Printing/Postage	7,162	10,010	10,135	9,580
Insurance	32,188	45,324	54,475	39,500
Telephone & Utilities	32,173	40,680	41,055	44,655
Food	79,796	95,250	91,975	90,700
Building and Grounds Maintenance	27,041	19,150	20,050	22,800
Vehicle Maintenance/Fuel/Permits	48,251	60,125	57,950	58,590
Vehicle Insurance	14,586	22,800	25,080	18,000
Purchases for Resale	8,151	8,200	6,450	7,400
Workshop and Program	6,185	6,800	6,000	7,265
Opequon Lease	6,500	6,500	6,500	6,500
Teen Adventure Space Rental	5,000	5,000	5,000	5,000
Taxes & Fees	3,801	5,300	5,760	5,170
Interest for Friendly Loans	4,583	7,700	7,595	5,104
Transfer for Friendly Loan Principal Repay	37,300	37,300	59,405	0
Other Expenses	6,686	12,777	15,320	12,520

<b>Description</b>	<b>2018 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Total Camp Prog. & Prop. Expenses	994,702	1,085,681	1,108,350	1,071,800
Net Camp Program and Property	12,355	64,400	56,801	0
<b><i>Other Income</i></b>				
Clothing Sales	9,152	10,400	17,900	10,000
Program Attendance	5,640	4,000	5,500	6,900
Vehicle and Property Rental	16,513	20,600	12,200	15,200
Gain on Sale of Fixed Assets	0	7,500	5,000	5,000
Other Sales & Releases	0	400	300	200
Total Other Income	31,305	42,900	40,900	37,300
<b><i>Other Expenses</i></b>				
Advertising	0	2,200	1,700	1,700
Travel/Parking/Meetings/Entertainment	409	2,600	4,035	350
Site Costs	0	1,600	950	1,400
Medical	2,585	2,800	2,275	3,000
Laundry	544	780	1,110	570
Work Weekend Expenses	2,883	2,100	3,500	3,500
Misc	265	697	1,750	2,000
Total Other Expenses	6,686	12,777	15,320	12,520

<b>Description</b>	<b>2018 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Income and Direct Costs by Camp</b>				
Catoctin Camp				
Total Income	269,390	297,054	290,708	282,700
Total Expenses	(209,302)	(237,666)	(243,024)	(244,459)
Net, Catoctin Camp	60,088	59,388	47,684	38,241
Shiloh Camp				
Total Income	221,084	211,579	237,700	227,500
Total Expenses	(174,544)	(190,503)	(183,319)	(193,832)
Net, Shiloh Camp	46,540	21,076	54,381	33,668
Opequon Camp				
Total Income	199,429	207,179	206,034	210,000
Total Expenses	(138,241)	(157,780)	(160,071)	(163,144)
Net, Opequon Camp	61,188	49,399	45,963	46,856
Teen Adventure				
Total Income	194,197	188,269	200,509	196,500
Total Expenses	(134,677)	(123,625)	(124,385)	(133,848)
Net, Teen Adventure	59,520	64,644	76,124	62,652
<b>All Camps</b>				
Total Income	884,100	904,081	926,943	916,700
Total Expenses	(656,764)	(709,574)	(710,799)	(735,284)
Net, All Camps	227,336	194,507	216,144	181,416

## 2020 OPERATING BUDGET: OTHER PROGRAMS DETAIL

Description	2018 Actual	2018 Budget	2019 Budget	2020 Budget
<b>Annual Session</b>				
Fee Income	75,771	98,000	105,000	97,000
Contributions (to Operating Budget)	2,365	5,000	5,000	2,000
Released Funds	525	525	0	0
Other Income (Book Sales)	3,229	8,000	4,000	0
Total Annual Session Income	81,890	111,525	114,000	99,000
Total Annual Session Expenses	(62,898)	(101,525)	(112,725)	(99,475)
Net Annual Session	18,992	10,000	1,275	(475)
<b>Strengthening Transformative Relationships in Diverse Environments (STRIDE)</b>				
Fee Income	0	9,000	0	0
Released Funds from Shoemaker, Diversity	32,603	65,900	37,055	44,950
Other Income	374	0	0	0
Total STRIDE Income	32,977	74,900	37,055	44,950
Total STRIDE Expenses	(32,977)	(82,734)	(37,055)	(86,450)
Net STRIDE	0	(7,834)	0	(41,500)
<b>Youth Programs</b>				
Fee Income	15,242	26,300	27,100	27,100
Contributions (to Operating Budget)	10,937	36,000	36,000	1,000
Total Youth Programs Income	26,179	62,300	63,100	28,100
Total Youth Programs Expenses	(57,642)	(62,085)	(70,716)	(70,745)
Net Youth Programs	(31,463)	215	(7,616)	(42,645)
<b>Women's Retreat</b>				
Fee Income	37,562	34,000	36,000	37,500
Contributions (to Operating Budget)	5,025	4,000	4,000	2,000
Total Women's Retreat Income	42,587	38,000	40,000	39,500
Total Women's Retreat Expenses	(40,335)	(35,850)	(40,000)	(40,000)
Net Women's Retreat	2,252	2,150	0	(500)

<b>Description</b>	<b>2018 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Spiritual Formation</b>				
Fee Income	8,407	13,000	14,000	14,000
Contributions (to Operating Budget)	2,518	2,000	2,000	2,000
Total Spiritual Formation Income	10,925	15,000	16,000	16,000
Total Spiritual Formation Expenses	(8,426)	(15,000)	(15,900)	(15,000)
Net Spiritual Formation	2,499	0	100	1,000
<b>Additional Programs</b>				
Fee Income	0	1,000	1,000	1,000
Expenses	0	(1,000)	(1,000)	(1,000)
Net Additional Programs	0	0	0	0
Total Other Programs Income	194,557	302,725	271,155	228,550
Total Other Programs Expenses	(202,277)	(298,194)	(277,396)	(312,670)
Net Other Programs	(7,720)	4,531	(6,241)	(84,120)

## 2020 OPERATING BUDGET: CAPITAL BUDGET

Description	2018 Actual	2019 Budget	2020 Budget	2021 Budget
<b>Camp Property</b>				
Opening balance in temporarily re- stricted funds	89,237	100,339	64,689	64,689
Restricted Contributions	66,551	250,000	158,850	200,000
Camp Property Capital Expenditures				
Catocin	8,445	62,300	40,007	25,600
Shiloh	25,511	31,700	60,919	107,700
Opequon	21,493	87,300	0	0
Vehicles	0	35,000	55,607	35,000
Other camp capital expenditures	0	19,350	0	22,300
Total Camp Property Capital Expenditures	55,449	235,650	156,533	190,600
Transfer to designated Fund for Friendly Loan repayment	0	50,000	2,317	50,000
<b>Ending balance in temporarily restricted funds</b>	<b>100,339</b>	<b>64,689</b>	<b>64,689</b>	<b>24,089</b>
<b>Designated Fund for Friendly Loan repayment</b>				
Opening balance in designated fund	0	25,253	126,983	81,313
Transfer from Camping Program	37,300	59,405	0	26,320
Transfer from Camp Property temporarily restricted fund	0	50,000	2,317	50,000
Total Additions	37,300	109,405	2,317	76,320
Repayment of Friendly Loans	12,047	7,675	47,987	58,312
<b>Ending balance in Designated Fund for Friendly Loan repayment</b>	<b>25,253</b>	<b>126,983</b>	<b>81,313</b>	<b>99,321</b>
*Balance owed on principal in 2022 is \$133,649				

Description	2018 Actual	2019 Budget	2020 Budget	2021 Budget
<b>Office Property</b>				
Transfer from Operating Budget	0	20,500	13,000	0
Expenditures				
Anticipated	0	17,500	10,000	0
Contingency fund	0	3,000	3,000	0
Total expenditures	0	20,500	13,000	0
Note: Transfer any unspent Office Property funds to PPRRSM Designated Fund				
<b>PPRRSM Designated Fund</b>				
Transfer from Operating Budget	0	0	2,000	0

## 2020 OPERATING BUDGET: SUMMARY OF CONTRIBUTIONS TO BUDGETS

Description	2018 Actual	2018 Budget	2019 Budget	2020 Budget
Contributions to Operating Budget				
Administration	256,553	159,712	160,000	281,150
Camperships (including STRIDE)	70,715	165,000	165,000	133,000
Annual Session	2,365	5,000	5,000	2,000
Youth Programs	10,937	36,000	36,000	1,000
Women's Retreat	5,025	4,000	4,000	2,000
Spiritual Formation	2,518	2,000	2,000	2,000
Total Operating Budget Contributions	348,114	371,712	372,000	421,150
Restricted Contributions				
Restricted for Camp Property	66,551	329,000	250,000	158,850
Diversity/STRIDE	55,743	0	0	0
Barry Morley Endowment	3,806	0	10,000	0
Other Restricted	250	0	0	0
Total Restricted Contributions	126,350	329,000	260,000	158,850
Total Contributions				
	474,463	700,712	632,000	580,000

## INVESTMENT PORTFOLIO AS OF 12/31/2018

Institution	Type of Investment	Earnings	Cost	Market Value
<b>Consolidated Fund</b>				
Friends Fiduciary	Consolidated Fund	22,643	414,749	587,665
<b>Total Consolidated Funds Investments</b>		<b>22,643</b>	<b>414,749</b>	<b>587,665</b>
<b>Stocks &amp; Bonds</b>				
Morgan Stanley	Stock	22,977	531,001	753,490
Sandy Spring Bancorp	30 Shares	34	Gift	939
<b>Total Stocks &amp; Bond</b>		<b>23,010</b>	<b>531,001</b>	<b>754,429</b>
<b>Grand Totals</b>				
		<b>45,653</b>	<b>945,750</b>	<b>1,342,095</b>

## 2018 FUNDS ACTIVITY

	Balance 1/1/2018	Gifts or Fees	Disbursed	Transfers	Investment Income/(Loss)	Balance 12/31/2018
<b>Permanently Restricted Funds/Endowment Funds [Note A]</b>						
Education Fund Endowment	86,512					86,512
Yearly Meeting Endowment	7,877					7,877
Barry Morley Camper Endowment	298,677	3,806				302,483
<b>Total of Endowed Funds</b>	<b>393,066</b>	<b>3,806</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>396,872</b>
<b>Temporarily Restricted Funds [Note B]</b>						
Education Fund Income	236,536	0	(18,000)		(8,304)	210,232
Fairhill/Griest Education Fund	74,443					74,443
Barry Morley Scholarship Income	65,317		(11,000)		(9,489)	44,828
Sue Thomas Turner QEF	101,856	250	(13,577)		(1,965)	86,564
Pre-College Fund	26,233					26,233
Indian Affairs Fund	10,106	0	(1,050)			9,056
Carey Memorial	537		(537)		0	0
BYM Meeting House Fund	12,440					12,440
Camp Diversity Fund	52,095	55,711	(36,000)		(1,188)	70,618
Warren CQC Scholarship Fund	34,677		(10,000)		(395)	24,282
Camp Capital Reserves	38,058	66,086	(67,495)	63,280	(375)	99,553
Camp Property Pledges	51,150			(25,980)		25,200
Shoemaker Grant	78,183		(39,020)			39,163
Unrestricted 5 yr. member pledge	0	25,000	(5,000)	0		20,000
Yearly Meeting Endowment Income	1,163					1,163
<b>Total Temporarily Restricted Funds</b>	<b>782,824</b>	<b>147,047</b>	<b>(201,680)</b>	<b>37,300</b>	<b>(21,716)</b>	<b>743,775</b>
<b>BYM Designated Funds [Note C]</b>						
Camp Property Designated Funds	0					0
Bush Creek Fund	500					500
<b>Total of Designated Funds</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>
<b>Custodial Funds [Note D]</b>						
Mathews Fund	653					653
<b>Total of Custodial Funds</b>	<b>653</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>653</b>
<b>TOTAL OF ALL FUNDS</b>	<b>1,177,043</b>	<b>150,853</b>	<b>(201,680)</b>	<b>37,300</b>	<b>(21,716)</b>	<b>1,141,800</b>

Note A: Permanently Restricted Funds are endowment funds. The income is spent as the donor specifies. It is often Temporarily Restricted.

Note B: Temporarily Restricted Funds are restricted by the donor for specific purposes.

Note C: BYM Designated Funds are funds designated by Yearly or Interim Meeting.

Note D: Custodial Funds are held in trust for another friendly organization and are not available to the Yearly Meeting.

Note E: Transfers into the Camp Capital Reserves come from pledge payments and a transfer from Camping Program.

# INDEPENDENT AUDITOR'S REPORT

**Baltimore Yearly Meeting of  
the Religious Society of  
Friends, Inc. and Affiliate**

Consolidated Financial Statements  
Years Ended December 31, 2018 and 2017



**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**CONTENTS**

---

<b>INDEPENDENT AUDITOR'S REPORT</b>	1
<b>FINANCIAL STATEMENTS</b>	
<i>Consolidated Statements of Financial Position</i>	3
<i>Consolidated Statements of Activities</i>	4
<i>Consolidated Statements of Functional Expenses</i>	6
<i>Consolidated Statements of Cash Flows</i>	8
<i>Notes to Consolidated Financial Statements</i>	9
<b>SUPPLEMENTARY INFORMATION</b>	
<i>Consolidating Statement of Financial Position</i>	18
<i>Consolidating Statement of Activities</i>	19
<i>Statement of Activities - Baltimore Yearly Meeting Only</i>	20



## INDEPENDENT AUDITOR'S REPORT

**Board of Trustees  
Baltimore Yearly Meeting of the  
Religious Society of Friends, Inc. and Affiliate  
Sandy Spring, MD**

We have audited the accompanying consolidated financial statements of Baltimore Yearly Meeting of the Religious Society of Friends, Inc. ("**Yearly Meeting**") and Miles White Beneficial Society of Baltimore City ("**Affiliate**") (nonprofit organizations), which comprise the consolidated statements of financial position as of December 31, 2018 and 2017, and the related consolidated statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the consolidated financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Opinion***

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Baltimore Yearly Meeting of the Religious Society of Friends, Inc. and Affiliate as of December 31, 2018 and 2017, and the changes in their net assets and their cash flows for the years then ended in accordance with U.S. generally accepted accounting principles.

**Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The supplementary information is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

*BBD, LLP.*

**Philadelphia, Pennsylvania  
August 12, 2019**

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**CONSOLIDATED STATEMENTS OF FINANCIAL POSITION**

**December 31, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
<b>ASSETS</b>		
Cash	\$ 283,458	\$ 139,065
Contributions and grants receivable, net	115,445	53,585
Prepaid expenses and other assets	57,194	58,629
Notes receivable, net	28,787	66,290
Investments	3,566,046	4,045,446
Property and equipment, net of accumulated depreciation	<u>2,683,066</u>	<u>2,702,852</u>
<b>Total assets</b>	<b><u>\$ 6,733,996</u></b>	<b><u>\$ 7,065,867</u></b>
<b>LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 109,160	\$ 107,850
Deferred revenue	28,285	21,555
Loans payable	<u>267,953</u>	<u>315,000</u>
<b>Total liabilities</b>	<b><u>405,398</u></b>	<b><u>444,405</u></b>
<b>NET ASSETS</b>		
Without donor restrictions		
Operating	547,734	528,077
Designated	2,254,407	2,562,954
Property and equipment	<u>2,415,113</u>	<u>2,387,852</u>
	5,217,254	5,478,883
With donor restrictions	<u>1,111,344</u>	<u>1,142,579</u>
<b>Total net assets</b>	<b><u>6,328,598</u></b>	<b><u>6,621,462</u></b>
<b>Total liabilities and net assets</b>	<b><u>\$ 6,733,996</u></b>	<b><u>\$ 7,065,867</u></b>

*See accompanying notes*

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC. AND AFFILIATE**

**CONSOLIDATED STATEMENT OF ACTIVITIES**

**Year ended December 31, 2018 with comparative totals for 2017**

	Without Donor Restrictions			Totals	
	Operating	Designated	Property and Equipment	2018	2017
<b>REVENUES AND SUPPORT</b>					
Summer camp revenue, net of financial aid of \$64,531	\$ 870,959	\$ -	\$ -	\$ 870,959	\$ 864,271
Contributions and grants	330,514	-	-	476,367	273,875
Appointments	479,143	-	-	479,143	454,117
Annual session revenue	75,771	-	-	75,771	76,925
Youth and other program revenue	61,369	-	-	61,369	66,176
Other revenue	20,525	-	-	20,525	37,434
Net assets released from restrictions	218,686	(128,007)	67,495	(158,174)	-
<b>Total revenues and support</b>	<b>2,056,967</b>	<b>(128,007)</b>	<b>67,495</b>	<b>1,984,134</b>	<b>1,772,798</b>
<b>EXPENSES</b>					
Program services	960,855	-	87,963	1,048,818	1,053,710
Summer camp	62,899	-	-	62,899	79,655
Annual session	346,754	-	-	346,754	386,076
Other programs	1,370,508	-	87,963	1,458,471	1,519,441
<b>Total program services</b>	<b>470,081</b>	<b>-</b>	<b>7,121</b>	<b>477,202</b>	<b>383,118</b>
Supporting services	128,589	-	-	128,589	122,788
Administration	598,670	-	7,121	605,791	505,906
Fundraising	1,989,178	-	95,084	2,084,262	2,025,347
<b>Total supporting services</b>	<b>87,789</b>	<b>(128,007)</b>	<b>(27,589)</b>	<b>(80,128)</b>	<b>(252,549)</b>
<b>CHANGE IN NET ASSETS BEFORE OTHER CHANGES</b>					
<b>OTHER CHANGES</b>					
Investment income (loss)	(13,282)	(180,540)	-	(18,914)	667,941
Loss on sale of property and equipment	(54,850)	-	54,850	-	(6,014)
Property and equipment additions, net	(68,132)	(180,540)	54,850	(18,914)	661,927
	19,657	(308,547)	27,261	(31,235)	409,378
<b>CHANGE IN NET ASSETS</b>					
<b>NET ASSETS</b>					
Beginning of year	528,077	2,562,954	2,387,852	1,142,579	6,212,084
End of year	\$ 547,734	\$ 2,254,407	\$ 2,415,113	\$ 1,111,344	\$ 6,621,462

See accompanying notes

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**CONSOLIDATED STATEMENT OF ACTIVITIES**

Year ended December 31, 2017

	Without Donor Restrictions		Property and Equipment	With Donor Restrictions	Total
	Operating	Designated			
<b>REVENUES AND SUPPORT</b>					
Summer camp revenue, net of financial aid of \$68,068	\$ 864,271	\$ -	\$ -	\$ -	\$ 864,271
Contributions and grants	146,640	-	-	127,235	273,875
Appointments	454,117	-	-	-	454,117
Annual session revenue	76,925	-	-	-	76,925
Youth and other program revenue	66,176	-	-	-	66,176
Other revenue	31,981	5,453	-	-	37,434
Net assets released from restrictions	285,646	(135,651)	240,559	(390,554)	-
<b>Total revenues and support</b>	<b>1,925,756</b>	<b>(130,198)</b>	<b>240,559</b>	<b>(263,319)</b>	<b>1,772,798</b>
<b>EXPENSES</b>					
Program services	976,145	-	77,565	-	1,053,710
Summer camp	79,655	-	-	-	79,655
Annual session	386,076	-	-	-	386,076
Other programs	-	-	-	-	-
<b>Total program services</b>	<b>1,441,876</b>	<b>-</b>	<b>77,565</b>	<b>-</b>	<b>1,519,441</b>
Supporting services	-	-	-	-	-
Administration	374,094	-	9,024	-	383,118
Fundraising	122,788	-	-	-	122,788
<b>Total supporting services</b>	<b>496,882</b>	<b>-</b>	<b>9,024</b>	<b>-</b>	<b>505,906</b>
<b>Total expenses</b>	<b>1,938,758</b>	<b>-</b>	<b>86,589</b>	<b>-</b>	<b>2,025,347</b>
<b>CHANGE IN NET ASSETS BEFORE OTHER CHANGES</b>	<b>(13,002)</b>	<b>(130,198)</b>	<b>153,970</b>	<b>(263,319)</b>	<b>(252,549)</b>
<b>OTHER CHANGES</b>					
Investment income	72,397	507,690	-	87,854	667,941
Loss on sale of property and equipment	-	-	(6,014)	-	(6,014)
Property and equipment additions, net	(28,520)	-	28,520	-	-
<b>CHANGE IN NET ASSETS</b>	<b>497,202</b>	<b>2,185,462</b>	<b>2,211,376</b>	<b>1,318,044</b>	<b>6,212,084</b>
<b>NET ASSETS</b>					
Beginning of year	\$ 528,077	\$ 2,562,954	\$ 2,387,852	\$ 1,142,579	\$ 6,621,462
End of year					

See accompanying notes

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES**

Year ended December 31, 2018 with comparative totals for 2017

EXPENSES	Supporting Services			Total Supporting Services	Totals	
	Program Services	Administration	Fundraising		2018	2017
Salaries	\$ 549,827	\$ 269,747	\$ 86,341	\$ 356,088	\$ 905,915	\$ 877,520
Payroll taxes	41,279	19,825	6,605	26,430	67,709	66,132
Employee benefits	84,243	47,109	6,331	53,440	137,683	140,659
	675,349	336,681	99,277	435,958	1,111,307	1,084,311
Bad debt expense	-	31,518	-	31,518	31,518	-
Contributions and grants	188,152	200	-	200	188,352	186,202
Depreciation	87,963	7,121	-	7,121	95,084	86,589
Equipment expense	38,510	17,377	2,544	19,921	58,431	43,802
Food	98,576	-	87	87	98,663	102,504
Insurance	32,932	9,415	-	9,415	42,347	63,091
Maintenance	24,419	8,698	-	8,698	33,117	25,622
Miscellaneous	10,588	2,779	-	2,779	13,367	10,683
Occupancy	140,203	7,347	99	7,446	147,649	147,642
Office expense	58,888	12,201	3,757	15,958	74,846	81,011
Printing and postage	6,898	18,308	18,937	37,245	44,143	42,573
Professional fees	15,100	22,314	-	22,314	37,414	38,783
Travel	10,432	3,165	3,888	7,053	17,485	29,416
Vehicle expense	63,102	59	-	59	63,161	76,992
Workshop expense	7,359	19	-	19	7,378	6,126
<b>Total expenses</b>	<b>\$ 1,458,471</b>	<b>\$ 477,202</b>	<b>\$ 128,589</b>	<b>\$ 605,791</b>	<b>\$ 2,064,262</b>	<b>\$ 2,025,347</b>

See accompanying notes

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES**

Year ended December 31, 2017

	<u>Supporting Services</u>			<u>Total Supporting Services</u>	<u>Total</u>
	<u>Program Services</u>	<u>Administration</u>	<u>Fundraising</u>		
<b>EXPENSES</b>					
Salaries	\$ 563,957	\$ 232,416	\$ 81,147	\$ 313,563	\$ 877,520
Payroll taxes	42,396	17,528	6,208	23,736	66,132
Employee benefits	<u>97,648</u>	<u>36,748</u>	<u>6,263</u>	<u>43,011</u>	<u>140,659</u>
	704,001	286,692	93,618	380,310	1,084,311
Contributions and grants	186,002	200	-	200	186,202
Depreciation	77,565	9,024	-	9,024	86,589
Equipment expense	27,095	13,857	2,850	16,707	43,802
Food	102,504	-	-	-	102,504
Insurance	52,293	10,798	-	10,798	63,091
Maintenance	19,976	5,646	-	5,646	25,622
Miscellaneous	7,688	1,382	1,613	2,995	10,683
Occupancy	139,794	7,848	-	7,848	147,642
Office expense	70,299	10,380	332	10,712	81,011
Printing and postage	13,376	11,621	17,576	29,197	42,573
Professional fees	15,678	21,610	1,495	23,105	38,783
Travel	20,211	3,901	5,304	9,205	29,416
Vehicle expense	76,833	159	-	159	76,992
Workshop expense	<u>6,126</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,126</u>
<b>Total expenses</b>	<u>\$ 1,519,441</u>	<u>\$ 383,118</u>	<u>\$ 122,788</u>	<u>\$ 505,906</u>	<u>\$ 2,025,347</u>

See accompanying notes

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**
**CONSOLIDATED STATEMENTS OF CASH FLOWS**
**Years ended December 31, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<b>Change in net assets</b>	\$(292,864)	\$ 409,378
<b>Adjustments to reconcile change in net assets to net cash provided by (used for) operating activities</b>		
Depreciation	95,084	86,589
Unrealized and realized (gain) loss on investments	300,271	(583,310)
Bad debt expense	31,518	-
Contributions restricted for long-term purposes	(3,806)	(6,580)
Forgiveness of loans payable	(35,000)	-
Loss on sale of property and equipment	-	6,014
(Increase) decrease in		
Contributions and grants receivable	(71,860)	162,993
Prepaid expenses and other assets	1,435	24,858
Increase (decrease) in		
Accounts payable and accrued expenses	1,310	(48,608)
Deferred revenue	<u>6,730</u>	<u>(278)</u>
<b>Net cash provided by operating activities</b>	<u>32,818</u>	<u>51,056</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of property and equipment	(75,298)	(596,333)
Proceeds from sale of property and equipment	-	12,254
Collection on notes receivable	15,985	14,190
Purchase of investments	(97,115)	(211,930)
Proceeds from sales of investments	<u>276,244</u>	<u>213,470</u>
<b>Net cash provided by (used for) investing activities</b>	<u>119,816</u>	<u>(568,349)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Proceeds from loans payable	-	315,000
Payments on loans payable	(12,047)	-
Contributions received for endowment purposes	<u>3,806</u>	<u>6,580</u>
<b>Net cash provided by (used for) financing activities</b>	<u>(8,241)</u>	<u>321,580</u>
<b>Net change in cash</b>	144,393	(195,713)
<b>CASH</b>		
Beginning of year	<u>139,065</u>	<u>334,778</u>
<b>End of year</b>	<u>\$ 283,458</u>	<u>\$ 139,065</u>
<b>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</b>		
Interest paid	<u>\$ 7,572</u>	<u>\$ 5,136</u>

---

 See accompanying notes

---

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE****NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**December 31, 2018 and 2017

---

**(1) NATURE OF OPERATIONS****Baltimore Yearly Meeting of the Religious Society of Friends, Inc.**

The Baltimore Yearly Meeting of the Religious Society of Friends, Inc. ("**Yearly Meeting**") is a non-profit organization incorporated on January 2, 1968, under the laws of the State of Maryland as the consolidation of two yearly meetings of the Society of Friends (commonly known as Quakers) incorporated in Maryland in 1867 and 1886, respectively. The Yearly Meeting is, and its immediate predecessors were, direct successors to the West River Yearly Meeting that opened in 1672 as the governing body for all Friends meetings on either side of the Chesapeake Bay. The Yearly Meeting now has constituent local meetings in Maryland, Virginia, Pennsylvania, the District of Columbia and West Virginia. The Yearly Meeting is organized exclusively to promote religious, charitable and educational interests of its members and its constituent Monthly Meetings, through the work of its boards, committees, institutions and instrumentalities affiliated with the Religious Society of Friends. The Yearly Meeting appoints all of the trustees of the Miles White Beneficial Society of Baltimore City.

**Miles White Beneficial Society of Baltimore City**

The Miles White Beneficial Society of Baltimore City ("**Miles White Beneficial Society**" or "**Affiliate**") was founded and incorporated in 1874 to administer the testamentary trust under the will of Miles White, a member until his death of the meeting in Baltimore Yearly Meeting of Friends (Orthodox) currently named Baltimore Monthly Meeting, Homewood. The Affiliate, through its Board of Trustees, awards scholarships to college students, awards grants to Quaker schools and other organizations with connections to the Quaker community, and awards grants to charitable organizations in the Greater Baltimore area. Upon the consolidation of the two "Baltimore Yearly Meetings" in 1968, oversight of the Affiliate passed to the Yearly Meeting. In 2010-2011, the Yearly Meeting agreed that the Affiliate could become a "supporting organization" for the Yearly Meeting, and the Yearly Meeting has since then appointed or renewed the Affiliate's trustees.

**(2) SIGNIFICANT ACCOUNTING POLICIES****Principles of Consolidation**

U.S. generally accepted accounting principles ("**GAAP**") require a nonprofit organization to consolidate the financial statements of affiliated nonprofit organizations when it has (a) certain kinds of control, or (b) other kinds of control coupled with an economic interest.

The consolidated financial statements include the accounts of the Yearly Meeting and Affiliate. All significant interorganization balances and transactions have been eliminated.

**Basis of Accounting**

The consolidated financial statements have been prepared on the accrual basis of accounting whereby revenues are recognized when earned and expenses when incurred.

**Basis of Presentation**

The Yearly Meeting and Affiliate report information regarding their financial position and activities according to the following classes of net assets:

***Without donor restrictions***

Net assets that are not subject to donor-imposed restrictions. The Yearly Meeting has three classifications of net assets without donor restrictions. Operating net assets are net assets that are available for the general operations of the Yearly Meeting. Property and equipment represents the net book value of those assets less the related loans payable. Designated net assets without donor restrictions have been restricted for a specific purpose by the Board of the organization holding them.

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**

**December 31, 2018 and 2017**

---

***With donor restrictions***

Net assets that are subject to donor-imposed restrictions that will be satisfied by actions of the Yearly Meeting and Affiliate and/or the passage of time. When a restriction is satisfied, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the consolidated statements of activities as net assets released from restrictions.

Also included in this category are net assets subject to donor-imposed restrictions that require the net assets be maintained indefinitely while permitting the Yearly Meeting and Affiliate to expend the income generated in accordance with the provisions of the contribution.

**Use of Estimates**

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

**Fair Value Measurements of Assets and Liabilities**

GAAP defines fair value as the price that would be received to sell an asset or paid to transfer a liability (i.e., the "exit price") in an orderly transaction between market participants at the measurement date. GAAP establishes a fair value hierarchy for inputs used in measuring fair value that maximizes the use of observable inputs and minimizes the use of unobservable inputs by requiring that the most observable inputs be used when available. Observable inputs are those that market participants would use in pricing the asset or liability based on market data obtained from sources independent of the Yearly Meeting and Affiliate. Unobservable inputs reflect the Yearly Meeting and Affiliate's assumptions about the inputs market participants would use in pricing the asset or liability developed based on the best information available in the circumstances. The fair value hierarchy is categorized into three levels based on the inputs as follows:

**Level 1** – Valuations based on quoted prices in active markets for identical assets or liabilities that the Yearly Meeting and Affiliate have the ability to access. Since valuations are based on quoted prices that are readily and regularly available in an active market, valuation of these assets and liabilities does not entail a significant degree of judgment.

**Level 2** – Valuations based on quoted prices in markets that are not active or for which all significant inputs are observable, either directly or indirectly.

**Level 3** – Valuations based on inputs that are unobservable, that is, inputs that reflect the Yearly Meeting and Affiliate's own assumptions.

**Investments**

Investments in equity securities with readily determinable fair values and all investments in debt securities are reported at fair value as determined by quoted market prices with gains and losses included in the consolidated statements of activities. Dividend and interest income is recorded as earned.

The Yearly Meeting and Affiliate invest in a professionally-managed portfolio that contains various types of securities (**See Note 4**). Such investments are exposed to market and credit risks. Due to the level of risk associated with such investments, and the level of uncertainty related to changes in the value of such investments, it is at least reasonably possible that changes in the near term would materially affect investment balances and the amounts reported in the consolidated financial statements.

---

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS****December 31, 2018 and 2017****Revenue and Support**

Summer camp revenue, annual session revenue and other program revenue is recorded as earned. Fees related to activities held after December 31 are deferred to the next year. Such revenues collected in advance are included in deferred revenue in the consolidated statements of financial position.

Contributions and grants are recorded as net assets without donor restrictions or with donor restrictions depending on the absence or existence and nature of any donor restrictions. Donor-restricted contributions and grants whose restrictions are satisfied in the same period are reported as net assets without donor restrictions.

Unconditional contributions and grants are recognized as revenue when the related promise to give is received. Conditional contributions and grants are recognized as revenue when the conditions are satisfied.

Apportionment payments received from monthly meetings are recorded as income when received as the apportionment payment is contingent on the level of giving by the monthly meeting's constituents.

**Property and Equipment**

Property and equipment additions of more than \$1,000 are recorded at cost or at estimated value at the date of gift, if donated. Depreciation of property and equipment is computed on a straight-line basis over the estimated useful lives of the respective assets as follows:

Buildings and improvements	25 years
Furniture and equipment	5 years
Vehicles	5 years

**Educational Loans Receivable**

In the past, the Yearly Meeting has made loans to qualified students for educational purposes. While student loans are no longer being made, the Yearly Meeting is still actively collecting these outstanding receivables. All loans were amended in 2012 to be non-interest bearing. The balance of educational loans receivable was \$28,787 and \$44,772 at December 31, 2018 and 2017, respectively, and is included in notes receivable on the consolidated statements of financial position.

**Functional Allocation of Expenses**

The costs of providing the various program and supporting services have been presented on a functional basis in the consolidated statements of activities and functional expenses. Accordingly, certain expenses have been allocated among the program and supporting services benefited.

The financial statements have certain categories of expenses that are attributed to more than one program or supporting function. Therefore, certain expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include certain salaries and wages (and related benefits and payroll taxes), insurance, professional fees, and office expenses, which are allocated on the basis of estimates of time and effort.

**Income Tax Status**

The Yearly Meeting and Affiliate are exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. However, income from certain activities not directly related to their tax-exempt purpose is subject to taxation as unrelated business income.

GAAP prescribes a minimum recognition threshold that a tax position is required to meet in order to be recognized in the consolidated financial statements. The Yearly Meeting and Affiliate believe that they had no uncertain tax positions as defined in GAAP.

---

## BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC. AND AFFILIATE

### NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2018 and 2017

#### Concentrations of Credit Risk

Financial instruments which potentially subject the Yearly Meeting and Affiliate to concentrations of credit risk are cash, contributions and grants receivable and notes receivable. The Yearly Meeting maintains its cash at various financial institutions. At times, such deposits may exceed federally-insured limits. Contributions and grants receivable is more fully described in Note 3 and the composition of notes receivable is more fully described in Note 6.

#### Accounting Pronouncements Adopted

On August 18, 2016, the Financial Accounting Standards Board ("**FASB**") issued ASU 2016-14, Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit Entities. The Yearly Meeting and Affiliate have adjusted the presentation of their consolidated financial statements accordingly, applying the changes retrospectively to the comparative period presented. The new standards change the following aspects of the Yearly Meeting and Affiliate's consolidated financial statements:

- The temporarily restricted and permanently restricted net asset classes have been combined into a single net asset class called net assets with donor restrictions.
- The unrestricted net asset class has been renamed net assets without donor restrictions.
- The financial statements include a new disclosure about liquidity and availability of resources (**Note 14**).
- Investment income is reported net of external and direct internal investment expenses. As a result of this, a reclassification was made to the 2017 financial statements that reduced miscellaneous expenses and investment income by \$13,183.

#### Reclassifications

Certain items in the 2017 consolidated financial statements have been reclassified to conform to the 2018 presentation.

### (3) CONTRIBUTIONS AND GRANTS RECEIVABLE

As of December 31, 2018 and 2017, contributions and grants receivable consisted of the following:

	<u>2018</u>	<u>2017</u>
Receivable in less than one year	\$103,540	\$27,445
Receivable in one to five years	<u>21,905</u>	<u>26,140</u>
	125,445	53,585
Less: Allowance for doubtful accounts	<u>(10,000)</u>	-
	<u>\$115,445</u>	<u>\$53,585</u>

### (4) INVESTMENTS

Investments at consisted of the following at December 31, 2018 and 2017:

<u>2018</u>	<u>Yearly Meeting</u>	<u>Affiliate</u>	<u>Total</u>
Money market funds	\$ 56,859	\$ 34,911	\$ 91,770
Units in the Quaker Growth and Income Fund of Friends Fiduciary Corporation	587,665	-	587,665
Corporate bonds	-	36,875	36,875
Common stock	<u>697,571</u>	<u>2,152,165</u>	<u>2,849,736</u>
Total investments	<u>\$1,342,095</u>	<u>\$2,223,951</u>	<u>\$3,566,046</u>

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**
**December 31, 2018 and 2017**

<u>2017</u>	<u>Yearly Meeting</u>	<u>Affiliate</u>	<u>Total</u>
Money market funds	\$ 140,736	\$ 18,600	\$ 159,336
Units in the Quaker Growth and Income Fund of Friends Fiduciary Corporation	625,351	-	625,351
Corporate bonds	-	43,813	43,813
Equity exchange traded fund	6,308	-	6,308
Common stock	<u>744,560</u>	<u>2,466,078</u>	<u>3,210,638</u>
Total investments	<u>\$1,516,955</u>	<u>\$2,528,491</u>	<u>\$4,045,446</u>

The Quaker Growth & Income Fund (the "**Fund**") is a co-mingled investment fund managed and administered by Friends Fiduciary Corporation ("**Fiduciary**"). Fiduciary is a Quaker nonprofit corporation which qualifies as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code. Fiduciary's mission is to provide institutional socially responsible investment, planned giving and trusteeship services for Friends meetings, churches, schools and other nonprofit, tax-exempt organizations. The Fund's investment objective is to provide long-term total return by investing its assets in a balanced and diversified portfolio of common stocks, fixed income investments, and other marketable securities, consistent with the Fund's socially responsible investment criteria.

Investment income was comprised of the following at December 31, 2018 and 2017:

<u>2018</u>	<u>Yearly Meeting</u>	<u>Affiliate</u>	<u>Total</u>
Interest and dividends	\$ 45,658	\$ 56,253	\$ 101,911
Net realized and unrealized loss on investment	(85,023)	(215,248)	(300,271)
Less investment management fees	<u>(175)</u>	<u>(14,201)</u>	<u>(14,376)</u>
	<u>\$ (39,540)</u>	<u>\$ (173,196)</u>	<u>\$ (212,736)</u>
<u>2017</u>	<u>Yearly Meeting</u>	<u>Affiliate</u>	<u>Total</u>
Interest and dividends	\$ 45,817	\$ 51,997	\$ 97,814
Net realized and unrealized gain on investment	148,571	434,739	583,310
Less investment management fees	<u>(175)</u>	<u>(13,008)</u>	<u>(13,183)</u>
	<u>\$194,213</u>	<u>\$ 473,728</u>	<u>\$ 667,941</u>

**(5) PROPERTY AND EQUIPMENT**

Property and equipment consisted of the following at December 31, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
Land and improvements	\$ 1,483,904	\$ 1,483,904
Buildings	1,757,992	1,725,657
Leasehold improvements	252,388	233,063
Furniture and equipment	195,174	190,185
Vehicles	165,137	165,137
Projects in process	<u>20,029</u>	<u>1,380</u>
	3,874,624	3,799,326
Less accumulated depreciation	<u>(1,191,558)</u>	<u>(1,096,474)</u>
	<u>\$ 2,683,066</u>	<u>\$ 2,702,852</u>

**(6) NOTES RECEIVABLE**

The Yearly Meeting had the following notes receivable at December 31, 2018 and 2017:

## BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC. AND AFFILIATE

### NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

#### December 31, 2018 and 2017

In 2010, the Yearly Meeting and another nonprofit organization entered into a \$40,000 note receivable agreement to reimburse the Yearly Meeting for legal expenses regarding an estate. The note was a five year note accruing interest at 3%. During 2015, an amendment to this note was issued. The amended note accrues interest at 3% beginning on January 1, 2016 and the principal is to be repaid as five transferable development rights to land located in Harford County, Maryland are sold by the other nonprofit organization with any remaining balance paid on September 30, 2025. This note had a balance of \$40,000 at December 31, 2018 and 2017.

In prior years, the Yearly Meeting also entered into non-interest bearing notes receivable with qualified students for educational purposes. While educational loans receivable are no longer being made, the Yearly Meeting is still actively collecting the outstanding loans receivable. These educational loans receivable had an outstanding balance of \$28,787 and \$44,772 at December 31, 2018 and 2017, respectively.

Notes receivable had an allowance of \$40,000 and \$18,482 at December 31, 2018 and 2017, respectively.

Notes receivable are expected to be collected as follows:

#### Year ending December 31,

2019	\$ 21,909
2020	13,700
2021	13,700
2022	13,849
2023	2,827
Thereafter	<u>2,802</u>
	68,787
Less: Allowance for doubtful accounts	<u>(40,000)</u>
	<u>\$ 28,787</u>

#### (7) LONG-TERM DEBT

In 2017, the Yearly Meeting entered into ten loans with individuals to finance costs associated with the construction of the new bathhouse at the Catoctin Quaker Camp. As of December 31, 2018, three loans have been either fully or partially forgiven. Each of the outstanding loans is unsecured and payable upon demand. If no request for repayment is made, the loans will mature between December 2019 and December 2022. The Yearly Meeting has the right to pre-pay any or all loans prior to maturity without penalty. The loans bear interest at rates between 0% and 4%, payable quarterly.

Long-term debt matures as follows:

#### Year ending December 31,

2019	\$ 12,753
2020	53,066
2021	63,391
2022	<u>138,743</u>
	<u>\$267,953</u>

#### (8) LINES OF CREDIT

The Yearly Meeting has a \$100,000 bank credit line and a \$25,000 overdraft credit line, both of which bear interest at prime rate plus .5% or 4.5% whichever is higher and expire October 31, 2019. Advances under the \$100,000 credit line are secured by a Deed of Trust and Assignment of Rents in the maximum amount of \$100,000. There were no advances outstanding as of December 31, 2018 and 2017.

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**
**December 31, 2018 and 2017**
**(9) NET ASSETS WITHOUT DONOR RESTRICTIONS – BOARD DESIGNATED**

Board designated net assets consisted of the following:

	<b>Balance</b> <b><u>12/31/2017</u></b>	<b>Additions</b> <b><u>(Reductions)</u></b>	<b><u>Releases</u></b>	<b>Balance</b> <b><u>12/31/2018</u></b>
Grants (Miles White Beneficial Society)	\$2,528,491	\$(173,196)	\$(131,344)	\$2,223,951
Other	<u>34,463</u>	<u>(7,344)</u>	<u>3,337</u>	<u>30,456</u>
	<u>\$2,562,954</u>	<u>\$(180,540)</u>	<u>\$(128,007)</u>	<u>\$2,254,407</u>
	<b>Balance</b> <b><u>12/31/2017</u></b>	<b>Additions</b>	<b><u>Releases</u></b>	<b>Balance</b> <b><u>12/31/2018</u></b>
Grants (Miles White Beneficial Society)	\$2,183,876	\$479,180	\$(134,565)	\$2,528,491
Other	<u>1,586</u>	<u>33,963</u>	<u>(1,086)</u>	<u>34,463</u>
	<u>\$2,185,462</u>	<u>\$513,143</u>	<u>\$(135,651)</u>	<u>\$2,562,954</u>

**(10) NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions at December 31, 2018 and 2017 consisted of the following:

	<b>December 31,</b> <b><u>2017</u></b>	<b>Additions</b> <b><u>(Reductions)</u></b>	<b><u>Releases</u></b>	<b>December 31,</b> <b><u>2018</u></b>
Subject to expenditure for specified purposes				
Educational student grants	\$ 100,677	\$ -	\$ -	\$ 100,677
Quaker and spiritual life	88,343	250	(64)	88,529
Camp projects and scholarships	233,838	121,797	(127,621)	228,014
Indian Affairs	10,106	-	(1,050)	9,056
Other	13,533	-	(439)	13,094
Available for future periods	<u>-</u>	<u>20,000</u>	<u>-</u>	<u>20,000</u>
Total subject to expenditure for specified purposes	<u>446,497</u>	<u>142,047</u>	<u>(129,174)</u>	<u>459,370</u>
Endowments to be maintained indefinitely				
Yearly meeting fund	9,040	(247)	-	8,793
Permanent education fund	323,048	(8,736)	(18,000)	296,312
Camp scholarship fund	<u>363,994</u>	<u>(6,125)</u>	<u>(11,000)</u>	<u>346,869</u>
Total endowments	<u>696,082</u>	<u>(15,108)</u>	<u>(29,000)</u>	<u>651,974</u>
Total assets with donor restrictions	<u>\$1,142,579</u>	<u>\$126,939</u>	<u>\$(158,174)</u>	<u>\$1,111,344</u>
	<b>December 31,</b> <b><u>2016</u></b>	<b>Additions</b>	<b><u>Releases</u></b>	<b>December 31,</b> <b><u>2017</u></b>
Subject to expenditure for specified purpose or period				
Educational student grants	\$ 100,677	\$ -	\$ -	\$ 100,677
Quaker and spiritual life	106,070	600	(18,327)	88,343
Camp projects and scholarships	458,789	118,301	(343,252)	233,838
Indian Affairs	10,456	100	(450)	10,106
Other	14,058	-	(525)	13,533
Available for future periods	<u>6,300</u>	<u>-</u>	<u>(6,300)</u>	<u>-</u>
Total subject to expenditure for specified purposes	<u>696,350</u>	<u>119,001</u>	<u>(368,854)</u>	<u>446,497</u>
Endowments to be maintained indefinitely				
Yearly meeting fund	7,877	1,163	-	9,040
Permanent education fund	290,430	42,618	(10,000)	323,048
Camp scholarship fund	<u>323,387</u>	<u>52,307</u>	<u>(11,700)</u>	<u>363,994</u>
Total endowments	<u>621,694</u>	<u>96,088</u>	<u>(21,700)</u>	<u>696,082</u>
Total assets with donor restrictions	<u>\$1,318,044</u>	<u>\$215,089</u>	<u>\$(390,554)</u>	<u>\$1,142,579</u>

## BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC. AND AFFILIATE

### NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2018 and 2017

The yearly meeting fund provides income without donor restrictions and has an historical dollar value of \$7,877 at December 31, 2018. The permanent education fund provides income for scholarships to individuals for higher education and has an historical dollar value of \$86,512 at December 31, 2018. The camp scholarship fund provides income for scholarships to camp and has an historical dollar value of \$346,569 at December 31, 2018.

#### (11) ENDOWMENT FUNDS

The Yearly Meeting is subject to the Uniform Prudent Management of Institutional Funds Act ("*UPMIFA*"). The Yearly Meeting has determined that some of its net assets with donor restrictions meet the definition of an endowment fund under UPMIFA.

The Yearly Meeting has adopted investment and spending policies for its endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of these endowment assets over the long-term. The Yearly Meeting's spending and investment policies work together to achieve this objective. The investment policy establishes an achievable return objective through diversification of asset classes.

Changes in the endowment assets for the years ended December 31, 2018 and 2017 are as follows:

	<b>Donor Restricted Endowment Assets</b>	
	<b>Year Ending 12/31/17</b>	<b>Year Ending 12/31/18</b>
Endowment net assets, beginning of year	\$621,694	\$696,082
Contributions	8,234	3,806
Investment income (loss)	87,854	(18,914)
Appropriation of endowment assets for expenditure	<u>(21,700)</u>	<u>(29,000)</u>
Endowment net assets, end of year	<u>\$696,082</u>	<u>\$651,974</u>

#### (12) ASSETS MEASURED AT FAIR VALUE ON A RECURRING BASIS

The following is a summary of assets measured at fair value on a recurring basis and the valuation inputs used to value them at December 31, 2018 and 2017:

<b>2018</b>	<b>Fair Value</b>	<b>Quoted Prices in Active Markets (Level 1)</b>	<b>Significant Other Observable Inputs (Level 2)</b>	<b>Significant Unobservable Inputs (Level 3)</b>
Investments				
Money market funds	\$ 91,770	\$ 91,770	\$ -	\$ -
Units in the Consolidated Fund of Friends				
Fiduciary Corporation	587,665	-	587,665	-
Corporate bonds	36,875	-	36,875	-
Common stocks	<u>2,849,736</u>	<u>2,849,736</u>	<u>-</u>	<u>-</u>
	<u>\$3,566,046</u>	<u>\$2,941,506</u>	<u>\$624,540</u>	<u>\$ -</u>

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**
**December 31, 2018 and 2017**

<u>2017</u>	<u>Fair Value</u>	<u>Quoted Prices in Active Markets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
Investments				
Money market funds	\$ 159,336	\$ 159,336	\$ -	\$ -
Units in the Consolidated Fund of Friends Fiduciary Corporation	625,351	-	625,351	-
Corporate bonds	43,813	-	43,813	-
Equity exchange traded fund	6,308	6,308	-	-
Common stocks	<u>3,210,638</u>	<u>3,210,638</u>	<u>-</u>	<u>-</u>
	<u>\$4,045,446</u>	<u>\$3,376,282</u>	<u>\$669,164</u>	<u>\$ -</u>

**(13) RETIREMENT PLAN**

The Yearly Meeting has a 403(b) retirement plan. The Yearly Meeting contributes a discretionary amount, based on each eligible employee's pro-rata salary amount, regardless of the amount deferred by employees from their salaries into the plan. Retirement contributions for this plan totaled \$32,890 and \$32,850 for the years ended December 31, 2018 and 2017, respectively.

**(14) LIQUIDITY AND AVAILABILITY OF RESOURCES**

The following reflects the Yearly Meeting and Affiliate's financial assets as of December 31, 2018, which has been reduced by financial assets not available within one year.

Cash	\$ 283,458
Contributions and grants receivable	115,445
Investments	<u>3,566,046</u>
Total financial assets	3,964,949
Less: financial assets not available for general operations within one year	
Restricted by donor for specific purposes or periods	(454,370)
Restricted by donor to be maintained indefinitely	(651,974)
Board designated funds	<u>(2,254,407)</u>
Total financial assets available within one year	<u>\$ 604,198</u>

**Liquidity Management**

The Yearly Meeting and Affiliate regularly monitor liquidity required to meet their operating needs and other commitments, while also striving to maximize the investment of its available funds. The Yearly Meeting and Affiliate have various sources of liquidity at their disposal, including cash, equity securities, and lines of credit. See note 8 for information about the Yearly Meeting's lines of credit.

**(15) SUBSEQUENT EVENTS**

Management has evaluated subsequent events through August 12, 2019, the date on which the financial statements were available to be issued. No material subsequent events have occurred since December 31, 2018 that required recognition or disclosure in the financial statements.

## SUPPLEMENTARY INFORMATION

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE

## CONSOLIDATING STATEMENT OF FINANCIAL POSITION

December 31, 2018

	Yearly Meeting	Miles White Beneficial Society	Consolidated
<b>ASSETS</b>			
Cash	\$ 283,458	\$ -	\$ 283,458
Contributions and grants receivable, net	115,445	-	115,445
Prepaid expenses and other assets	57,194	-	57,194
Notes receivable, net	28,787	-	28,787
Investments	1,342,095	2,223,951	3,566,046
Property and equipment, net of accumulated depreciation	<u>2,683,066</u>	<u>-</u>	<u>2,683,066</u>
<b>Total assets</b>	<b><u>\$ 4,510,045</u></b>	<b><u>\$ 2,223,951</u></b>	<b><u>\$ 6,733,996</u></b>
<b>LIABILITIES</b>			
Accounts payable and accrued expenses	\$ 109,160	\$ -	\$ 109,160
Deferred revenue	28,285	-	28,285
Loans payable	<u>267,953</u>	<u>-</u>	<u>267,953</u>
<b>Total liabilities</b>	<b><u>405,398</u></b>	<b><u>-</u></b>	<b><u>405,398</u></b>
<b>NET ASSETS</b>			
Without donor restrictions			
Operating	547,734	-	547,734
Designated	30,456	2,223,951	2,254,407
Property and equipment	<u>2,415,113</u>	<u>-</u>	<u>2,415,113</u>
	2,993,303	2,223,951	5,217,254
With donor restrictions	<u>1,111,344</u>	<u>-</u>	<u>1,111,344</u>
<b>Total net assets</b>	<b><u>4,104,647</u></b>	<b><u>2,223,951</u></b>	<b><u>6,328,598</u></b>
<b>Total liabilities and net assets</b>	<b><u>\$ 4,510,045</u></b>	<b><u>\$ 2,223,951</u></b>	<b><u>\$ 6,733,996</u></b>

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**CONSOLIDATING STATEMENT OF ACTIVITIES**

**Year ended December 31, 2018**

	Yearly Meeting	Miles White Beneficial Society	Eliminations	Consolidated
<b>REVENUES AND SUPPORT</b>				
Summer camp revenue, net of financial aid of \$64,531	\$ 870,959	\$ -	\$ -	\$ 870,959
Contributions and grants	482,367	-	(6,000)	476,367
Apportionments	479,143	-	-	479,143
Annual session revenue	75,771	-	-	75,771
Youth and other program revenue	61,369	-	-	61,369
Other revenue	20,525	-	-	20,525
<b>Total revenues and support</b>	<u>1,990,134</u>	<u>-</u>	<u>(6,000)</u>	<u>1,984,134</u>
<b>EXPENSES</b>				
Program services				
Summer camp	1,048,818	-	-	1,048,818
Annual session	62,899	-	-	62,899
Other programs	221,410	131,344	(6,000)	346,754
<b>Total program services</b>	<u>1,333,127</u>	<u>131,344</u>	<u>(6,000)</u>	<u>1,458,471</u>
Supporting services				
Administration	477,202	-	-	477,202
Fundraising	128,589	-	-	128,589
<b>Total supporting services</b>	<u>605,791</u>	<u>-</u>	<u>-</u>	<u>605,791</u>
<b>Total expenses</b>	<u>1,938,918</u>	<u>131,344</u>	<u>(6,000)</u>	<u>2,064,262</u>
<b>CHANGE IN NET ASSETS BEFORE OTHER CHANGES</b>	51,216	(131,344)	-	(80,128)
<b>OTHER CHANGES</b>				
Investment loss	(39,540)	(173,196)	-	(212,736)
<b>CHANGE IN NET ASSETS</b>	11,676	(304,540)	-	(292,864)
<b>NET ASSETS</b>				
Beginning of year	4,092,971	2,528,491	-	6,621,462
End of year	<u>\$ 4,104,647</u>	<u>\$ 2,223,951</u>	<u>\$ -</u>	<u>\$ 6,328,598</u>

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.  
AND AFFILIATE**

**STATEMENT OF ACTIVITIES - YEARLY MEETING ONLY**

Year ended December 31, 2018

	Without Donor Restrictions			With Donor Restrictions	Total
	Operating	Designated	Property and Equipment		
<b>REVENUES AND SUPPORT</b>					
Summer camp revenue, net of financial aid of \$64,531	\$ 870,959	\$ -	\$ -	\$ -	\$ 870,959
Contributions and grants	336,514	-	-	145,853	482,367
Appointments	479,143	-	-	-	479,143
Annual session revenue	75,771	-	-	-	75,771
Youth and other program revenue	61,369	-	-	-	61,369
Other revenue	20,525	-	-	-	20,525
Net assets released from restrictions	87,342	3,337	67,495	(158,174)	-
<b>Total revenues and support</b>	<u>1,931,623</u>	<u>3,337</u>	<u>67,495</u>	<u>(12,321)</u>	<u>1,990,134</u>
<b>EXPENSES</b>					
Program services	960,855	-	87,963	-	1,048,818
Summer camp	62,899	-	-	-	62,899
Annual session	221,410	-	-	-	221,410
Other programs	1,245,164	-	87,963	-	1,333,127
<b>Total program services</b>	<u>4,70,081</u>	<u>-</u>	<u>7,121</u>	<u>-</u>	<u>477,202</u>
Supporting services	128,589	-	-	-	128,589
Administration	598,670	-	7,121	-	605,791
Fundraising	1,843,834	-	95,084	-	1,938,918
<b>Total expenses</b>	<u>87,789</u>	<u>3,337</u>	<u>(27,589)</u>	<u>(12,321)</u>	<u>51,216</u>
<b>CHANGE IN NET ASSETS BEFORE OTHER CHANGES</b>					
OTHER CHANGES					
Investment loss	(13,282)	(7,344)	-	(18,914)	(39,540)
Property and equipment additions	(54,850)	-	54,850	-	-
	(68,132)	(7,344)	54,850	(18,914)	(39,540)
<b>CHANGE IN NET ASSETS</b>	<u>19,657</u>	<u>(4,007)</u>	<u>27,261</u>	<u>(31,235)</u>	<u>11,676</u>
<b>NET ASSETS</b>					
Beginning of year	528,077	34,463	2,987,852	1,142,579	4,092,971
End of year	<u>\$ 547,734</u>	<u>\$ 30,456</u>	<u>\$ 2,415,113</u>	<u>\$ 1,111,344</u>	<u>\$ 4,104,647</u>

# CALENDAR OF MEETINGS

## YEARLY MEETING

Presiding Clerk: Kenneth “Ken” Stockbridge

Annual Session 2020 is to be held at  
Hood College, Frederick, Maryland  
July 27 - August 2, 2020

## INTERIM MEETING

Clerk: Martha “Marcy” Baker Seitel

- November 2, 2019..... Baltimore Monthly Meeting, Stony Run
- March 21, 2020 ..... Hopewell Centre Monthly Meeting
- June 13, 2020 ..... Friends Community School  
Hosted by Adelphi Friends Meeting
- October 2020..... Location and date to be announced

## QUARTERLY MEETINGS

### CENTRE

Clerk: Walter Fry

No Meetings have been scheduled.

- .....Dunnings Creek Friends Meeting
- ..... State College Friends Meeting
- ..... West Branch Monthly Meeting

### CHESAPEAKE

Clerk: Sarah Bur and Janet Abrams

(Meetings held 2nd First Day of 3rd and 6th months,  
Last First Day of 9th month)

- ..... Annapolis Friends Meeting
- ..... Homewood Friends Meeting
- ..... Baltimore Monthly Meeting, Stony Run
- ..... Gunpowder Friends Meeting
- ..... Little Falls Friends Meeting
- ..... Patapsco Friends Meeting
- ..... Patuxent Friends Meeting
- ..... Sandy Spring Friends Meeting

### NOTTINGHAM

Clerk: Vacant

(Meetings held 1st First Day of 3rd, 6th, 9th, and 12th months)

- March 1, 2020 ..... Oxford Meeting House
- September 9, 2019 ..... The Brick Meeting House
- December 1, 2019 ..... Eastland Preparative Meeting
- June 7, 2020 ..... Penn Hill Preparative Meeting

### **WARRINGTON**

Clerk: Christopher “Chris” Fowler

(Meetings held 3rd First Day of 2nd, 5th, 8th, and 11th months)

August 18, 2019 .....	Carlisle Quaker Meeting
.....	Frederick Friends Meeting
.....	Gettysburg Monthly Meeting
.....	Menallen Monthly Meeting
.....	Pipe Creek Friends Meeting
.....	Shepherdstown Friends Meeting
.....	Warrington Monthly Meeting
.....	York Friends Meeting

### **INTERCHANGE DEADLINES**

**WINTER 2020 EDITION: DECEMBER 9, 2019**

**SPRING 2020 EDITION: APRIL 6, 2020**

**FALL 2020 EDITION: JULY 20, 2020**

**WINTER 2021 EDITION: DECEMBER 7, 2020**

### **FIRECIRCLE DEADLINE**

**SEPTEMBER 15, 2020**

### **2020 APPORTIONMENT MEETINGS**

**TO BE ANNOUNCED**

### **2020 WOMEN'S RETREAT**

**FEBRUARY 7 - 9, 2020**

### **JUNIOR YOUNG FRIENDS CONFERENCES**

NOVEMBER 9 - 10, 2019: LANGLEY HILL FRIENDS MEETING (MCLEAN, VA)

JANUARY 11 - 12, 2020: GUNPOWDER FRIENDS MEETING (SPARKS, MD)

MARCH 7 - 8, 2020: ADELPHI FRIENDS MEETING (ADELPHI, MD)

MAY 1 - 3, 2020: CATOCTIN QUAKER CAMP (THURMONT, MD)

### **YOUNG FRIENDS CONFERENCES**

SEPTEMBER 27 - 29, 2019: BALTIMORE MONTHLY MEETING, STONY RUN (BALTIMORE, MD)

NOVEMBER 29 - DECEMBER 1, 2019: FRIENDS MEETIG OF WASHINGTON (WASHINGTON, DC)

FEBRUARY 14 - 16, 2020: TO BE ANNOUNCED

MARCH/APRIL: DATES AND LOCATION TO BE ANNOUNCED

MAY 22 - 24, 2020: TO BE ANNOUNCED

### **FAMILY CAMP WEEKENDS**

CATOCTIN QUAKER CAMP: OCTOBER 11 - 13, 2019 (SPRING TO BE ANNOUNCED)

OPEQUON QUAKER CAMP: OCTOBER 4 - 6, 2019 (SPRING TO BE ANNOUNCED)

SHILOH QUAKER CAMP: SEPTEMBER 20 - 22, 2019 (SPRING TO BE ANNOUNCED)

### **YEARLY MEETING MONTHLY ANNOUNCEMENTS**

**SENT ON THE WEDNESDAY BEFORE THE LAST SUNDAY OF THE PRIOR MONTH**

## OFFICERS YEARLY MEETING

Presiding Clerk.....	Kenneth “Ken” Stockbridge, Patapsco .....	2014-2020
Recording Clerk .....	Margaret “Meg” Meyer, Baltimore, Stony Run .....	2019-2021
Treasurer .....	Thomas “Tom” Hill, Charlottesville....	01/01/2014-12/31/2019
Treasurer .....	James “Jim” Riley, Hopewell Centre ...	01/01/2020-12/31/2021
Assistant Treasurer.....	James “Jim” Riley, Hopewell Centre ...	01/01/2014-12/31/2019
Assistant Treasurer.....	Arthur Meyer Boyd, Baltimore, Stony Run	01/01/2020-12/31/2021

### INTERIM MEETING

Clerk.....	Martha “Marcy” Baker Seitel, Adelphi .....	2016-2020
Recording Clerk .....	Arthur David Olson, Takoma Park.....	2014-2020

### TRUSTEES

Co-Clerks: Thomas “Tom” Hill and Richard “Rich” Liversidge

Thomas “Tom” Farquhar, Sandy Spring .....	2019-2022
Thomas “Tom” Hill, Charlottesville.....	1/1/2020-2022
Susan Kaul, Bethesda.....	2018-2021
Carlotta Joyner, Frederick.....	2019-2022
Frederick “Fred” Leonard, Baltimore, Stony Run .....	2014-2020
Richard “Rich” Liversidge, Sandy Spring .....	2018-2021
Byron Sandford, Friends Meeting of Washington .....	2018-2021
Kathryn “Katy” Schutz, Charlottesville.....	2019-2020

#### Ex-officio

Kenneth “Ken” Stockbridge, Patapsco .....	Presiding Clerk
Thomas “Tom” Hill, Charlottesville.....	Treasurer (through 12/31/2019)
James “Jim” Riley, Hopewell Centre.....	Treasurer (starting 1/1/2020)

### YEARLY MEETING STAFF

General Secretary.....	Edward “Ned” Stowe
Associate General Secretary .....	Wayne Finegar
Administrative Assistant .....	Laura Butler
Bookkeeping Assistant.....	Harriet Dugan
Camp Program Manager .....	Jane Megginson
Camp Property Manager .....	David Hunter
Comptroller .....	Margo Lehman
Catoctin Quaker Camp Caretaker .....	Jesse Miller
Development Director.....	Mary Braun
Shiloh Quaker Camp Caretaker .....	Michael “Mike” Reed
STRIDE Coordinator .....	Khalila Lomax
Youth Programs Manager .....	Jocelyn “Jossie” Dowling
Archivist.....	(this is a volunteer position) .....Sheila Bach, Langley Hill



*Presiding Clerk Ken Stockbridge  
Annual Session 2019 photo by Skip Duncan*

# COMMITTEE MEMBERSHIP

## ADVANCEMENT AND OUTREACH COMMITTEE

[aando@bym-rsf.org](mailto:aando@bym-rsf.org)

Clerk:

### 2020

Aaron “Nony” Dutton Homewood (14)  
 Martin Melville State College (14)  
 John Yost Eastland (17)

### 2021

Michael Cronin Washington (15)  
 Steven “Steve” Tatum Blacksburg (18)

### 2022

Laura Goren Richmond (19)  
 Carl Johnson Homewood (19)  
 Mackenzie Morgan Adelphi (16)  
 Thomas “Tom” Wheeler Adelphi (19)

## CAMPING PROGRAM

### COMMITTEE

[cpc@bym-rsf.org](mailto:cpc@bym-rsf.org)

Co-Clerks: Stephanie “Steph” Bean and  
 Brooke Davis

### 2020

M. Christine “Chrissie” Devinney  
 Goose Creek (17)  
 Linda Garrettson Sandy Spring (14)  
 Corinne “Cory” Joseph Goose Creek (17)  
 Alexis “Sunshine” Klein Shiloh (17)  
 Jacalyn “Jackie” Kosbob Goose Creek (17)  
 Nora Swift Shiloh (17)  
 Sarah Williamson Annapolis (14)

### 2021

JoAnn Coates Hunter Frederick (15)  
 Elizabeth “Betsy” Krome  
 Williamsburg (18)  
 Elizabeth “Betsy” Roush Sandy Spring (18)

### 2022

Stephanie “Steph” Bean Adelphi (16)  
 Anna Best Richmond (19)  
 Jennifer Collins-Foley Annapolis (19)  
 Brooke Davis Richmond (19)  
 Robert Finegar Sandy Spring (19)  
 Elizabeth “Lizzie” Kellett Frederick (19)  
 Brian Massey Shiloh (19)

### Ex-officio

Jesse Austell Teen Adventure Director  
 Rosalie “Rosie” Eck  
 Teen Adventure Director  
 Dyresha Harris Catoctin Director  
 Sean Hickey Opequon Director  
 Jane Megginson Camp Program Manager  
 Jesse Miller Catoctin Director  
 Hope Swank Shiloh Director

## CAMP PROPERTY

### MANAGEMENT COMMITTEE

[cpmc@bym-rsf.org](mailto:cpmc@bym-rsf.org)

Clerk: Gloria Victor Dorr

### 2020

Gloria Victor Dorr Sandy Spring (14)  
 Nicholas “Nick” Funkhouser  
 Frederick (14)

### 2021

Gary Gillespie Homewood (18)  
 Katherine “Kate” Meaker  
 Sandy Spring (18)  
 Avery Rain Adelphi (15)

### 2022

Judith “Judy” Cahill Charlottesville (16)  
 Christine “Chris” DeWilde Catoctin (19)  
 Anne Honn Sandy Spring (19)  
 Richard “Rick” Honn Sandy Spring (19)  
 David Kosbob Goose Creek (19)  
 Lamar Matthew York (19)

### Ex-officio

Camping Program  
 David Hunter Camp Property Manager  
 Richard “Rick” Post  
 Stewardship and Finance  
 Kathryn “Katy” Schutz Trustees

Messages sent to listed e-mail addresses will be received by all members of the group.

## DEVELOPMENT COMMITTEE

[develop@bym-rsf.org](mailto:develop@bym-rsf.org)

Clerk: Elizabeth "Liz" Hofmeister

### 2020

Elizabeth "Liz" Hofmeister Bethesda (13)

Jon Nafziger Charlottesville (14)

Harry "Scotty" Scott York (19)

### 2021

Frances "Frannie" Taylor

Goose Creek (18)

### 2022

Marion Ballard Bethesda (16)

Andrei Isreal Adelphi (16)

Harry Tunis Herndon (19)

#### Ex-officio

Victor Thuronyi Stewardship & Finance

Byron Sandford Trustees

Mary Braun Development Director

## EDUCATIONAL GRANTS

### COMMITTEE

[edgrants@bym-rsf.org](mailto:edgrants@bym-rsf.org)

Clerks: Elizabeth "Betsy" Tobin

### 2020

Carole Brown Langley Hill (14)

David "Dave" Sydlik Homewood (19)

### 2021

Katherine "Katie" Caughlan

Sandy Spring (19)

Betty Smallwood Langley Hill (15)

### 2022

Genevieve Oei Richmond (19)

Elizabeth "Betsy" Tobin Frederick (16)

## FAITH AND PRACTICE

### COMMITTEE

[fandp@bym-rsf.org](mailto:fandp@bym-rsf.org)

Clerk:

### 2021

Davis Balderston Alexandria (18)

Diane Bowden Richmond (18)

Sarah Bur Homewood (18)

Arthur David Olson Takoma Park (18)

Helen Tasker Frederick (18)

### 2022

James "Jim" Fussell Langley Hill (19)

Ann Riggs Annapolis (19)

## GROWING DIVERSE

### LEADERSHIP COMMITTEE

[gdl@bym-rsf.org](mailto:gdl@bym-rsf.org)

Clerk:

### 2020

Peirce Hammond Bethesda (19)

### 2021

David Etheridge Washington (19)

### 2022

St. Clair Allmond Richmond (10)

Danille Green Washington (19)

#### Ex-officio

Nicole "Nikki" Richards STRIDE

Camping Program

Donna Kolaetis

Working Group on Racism

Young Adult Friends

Kenneth "Ken" Stockbridge

Presiding Clerk

Martha "Marcy" Baker Seitel

Clerk of Interim Meeting

## INDIAN AFFAIRS COMMITTEE

[indianaffairs@bym-rsf.org](mailto:indianaffairs@bym-rsf.org)

Clerk: Sara Horsfall

### 2020

Normalee "Norm" Fox Alexandria (17)

Frederick "Fred" Swan Sandy Spring (17)

### 2021

Daniel "Dan" Cole Frederick (18)

Sara Horsfall Patapsco (15)

Dellie James Baltimre, Stony Run (18)

Susan "Sue" Marcus Alexandria (18)

### 2022

Jimi Ayodele Patapsco (19)

Abbey Compton Herndon (19)

Jana McIntyre Sandy Spring (13)

---

Messages sent to listed e-mail addresses will be received by all members of the group.

---

**MANUAL OF PROCEDURE**

**COMMITTEE**

[mop@bym-rsf.org](mailto:mop@bym-rsf.org)

Clerk: Margaret “Peggy” Dyson-Cobb

**2020**

Peggy Dyson-Cobb Maury River (14)

Donna Kolaetis Menallen (17)

W. Clinton Pettus  
Baltimore, Stony Run (17)

**2022**

Catharine “Cathy” Tunis Herndon (10)

**MINISTRY AND**

**PASTORAL CARE COMMITTEE**

[mandpc@bym-rsf.org](mailto:mandpc@bym-rsf.org)

Clerks: Rebecca Richards and  
Gregory “Greg” Robb

**2020**

Melanie Gifford Adelphi (14)

Rebecca Richards Gunpowder (17)

**2021**

Windy Cooler Sandy Spring (18)

Timothy “Tim” Hunt Langley Hill (15)

Gregory “Greg” Robb Washington (18)

**2022**

Walter Brown Langley Hill (19)

Rebecca “Rep” Pickard Gunpowder (19)

Gary Sandman Roanoke (19)

Thomas “Tom” Webb Bethesda (19)

Rita Willett Richmond (19)

**NOMINATING COMMITTEE**

[nominating@bym-rsf.org](mailto:nominating@bym-rsf.org)

Clerk: Deborah Haines

**2020**

Alexandra “Alex” Bean Adelphi (17)

Deborah “Debbie” Legowski  
Sandy Spring (18)

Kathryn Munnell Homewood (17)

Herbert “Chip” Tucker Charlottesville (17)

**2021**

Kevin Caughlan Sandy Spring (18)

Rebecca Gardner Rhudy Deer Creek (15)

Jolee Robinson Adelphi (18)

Eugene “Gene” Throwe Washington (18)

Messages sent to listed e-mail addresses will be received by all members of the group.

**2022**

Karie Firrozmand  
Baltimore, Stony Run (19)

Deborah Haines Alexandria (16)

Ollie Moles Langley Hill (16)

Marilyn Rothstein Gunpowder (19)

**NUTS AND BOLTS COMMITTEE**

**OF YOUNG FRIENDS**

**Clerks**

Henry Krulak-Palmer  
Baltimore, Stony Run

Brigid Roush Sandy Spring

**Assistant Clerk**

Lukas “Sunshine” Austin  
Baltimore, Stony Run

Rose Rutkowski Homewood

**Recording Clerks**

Henry Kennison Homewood

Julian Taylor Sandy Spring

**Treasurer**

Katalina Kastrong Adelphi

**Assistant Treasurer**

Emma Miller Opequon

Lucas Vitullo Adelphi

**Youth Programs Committee**

Ruby Brayan

Molly Carroll Sandy Spring

Robert Finegar Sandy Spring

**Members-at-Large**

Ayiana Croft Adelphi

Matthew “Matt” Roome Catocin

Isaac Moles Langley Hill

Cordelia “CeCe” Collinson Langley Hill

**Annual Session Planners**

Caroline Hill Charlottesville

Miles Hudson Sandy Spring

**Web Master**

Yana Rogers Alexandria

**Assistant Web Master**

Avin Newswanger Gunpowder

## PEACE AND SOCIAL CONCERNS

### COMMITTEE

[peace@bym-rsf.org](mailto:peace@bym-rsf.org)

Clerk: Robert “Bob” Rhudy

#### 2020

Scott Cannady Midlothian (17)  
Samantha Magrath Adelphi (14)

#### 2021

Jean Athey Homewood (18)  
Lucretia Farago Midlothian (18)  
Peter Farago Midlothian (18)

Robert “Bob” Goren  
Baltimore, Stony Run (15)

#### 2022

Ann Benner Charlottesville (19)  
Andrew “Andy” Conlon Goose Creek (16)  
James “Jamie” DeMarco Homewood (19)  
Bette Hoover Sandy Spring (19)  
Darcy Lane Sandy Spring (16)  
Robert “Bob” Rhudy Patapsco (19)

### PROGRAM COMMITTEE

[program@bym-rsf.org](mailto:program@bym-rsf.org)

Clerk: Barbara “Barb” Platt

#### 2020

Jason Eaby Nottingham (17)  
Barbara “Barb” Platt Sandy Spring (14)  
Carol Seddon Baltimore, Stony Run (14)

#### 2021

Jennifer DeLorge-McKeown  
Annapolis (18)

Martha Gay Adelphi (15)  
Margaret Stambaugh Gettysburg (18)

#### 2022

Linda Coates Eastland (19)  
Devin Gillespie Homewood (19)  
Erik Hanson Sandy Spring (19)  
Barbara Thomas Annapolis (16)

#### Ex-officio

Alexandra “Alex” Bean  
Junior Yearly Meeting Clerk

Jocelyn “Jossie” Dowling  
Youth Programs Manager

Wayne Finegar

Associate General Secretary

Barbarie Hill Registrar

Caroline Hill Young Friends

Miles Hudon Young Friends

Steve Morse Bookstore Manager

Rebecca Richards

Ministry and Pastoral Care

Carol Seddon Junior Yearly Meeting Clerk

Kenneth “Ken” Stockbridge

Presiding Clerk

Thomas “Tom” Webb

Young Adult Friends

## RELIGIOUS EDUCATION

### COMMITTEE

[religious@bym-rsf.org](mailto:religious@bym-rsf.org)

Clerk: Vacant

#### 2020

Nancy Moore Baltimore, Stony Run (14)

#### 2021

Ellen Arginteanu Richmond (18)

#### 2022

Joanne Fitzick Homewood (19)

Margaret “Peg” Hansen State College (19)

Susanna Laird Frederick (19)

Susan Williams Dunnings Creek (19)

### SEARCH COMMITTEE

[search@bym-rsf.org](mailto:search@bym-rsf.org)

Clerk: Rebecca Rawls

#### 2020

William “Bill” Mims Langley Hill (17)

Catharine “Cathy” Tunis Herndon (16)

#### 2021

Anne Bacon Hopewell Centre (19)

Richard Broadbent Frederick (18)

Rebecca Rawls Langley Hill (16)

---

Messages sent to listed e-mail addresses will be received by all members of the group.

**STEWARDSHIP AND  
FINANCE COMMITTEE**

[sandf@bym-rsf.org](mailto:sandf@bym-rsf.org)

Clerks: Karen Cunyningham and  
Terence McCormally

**2020**

Paul Jacob	Alexandria (16)
Terence McCormally	Herndon (17)
Richard "Rick" Post	Langley Hill (14)
Victor Thuronyi	Adelphi (17)

**2021**

Susan Griffin	Washington (15)
Howard Zuses	Sandy Spring (18)

**2022**

Karen Cunyningham	Annapolis (16)
JE McNeil	Washington (19)
Linda Pardoe	Patapsco (19)
Nicolaus "Nic" Tideman	Blacksburg (16)

**Ex-officio**

Thomas "Tom" Hill	Treasurer (through 12/31/2019)
James "Jim" Riley	Treasurer (from 1/1/2020)
James "Jim" Riley	Assistant Treasurer (through 12/31/2019)
Arthur Boyd	Assistant Treasurer (from 1/1/2020)

**SUE THOMAS TURNER  
QUAKER EDUCATION FUND**

[sttqef@bym-rsf.org](mailto:sttqef@bym-rsf.org)

Clerk: Rosalind Zuses

**Ongoing**

Howard Zuses	Sandy Spring
Rosalind Zuses	Sandy Spring

**Ex-officio**

Michael Cronin	Advancement & Outreach
Nancy Moore	Religious Education

**SUPERVISORY COMMITTEE**

[supervisory@bym-rsf.org](mailto:supervisory@bym-rsf.org)

Clerks: Adrian Bishop and Ramona Buck

**2020**

Ramona Buck	Patapsco (18)
Peirce Hammond	Bethesda (16)

**2021**

Adrian Bishop	Baltimore, Stony Run (17)
Joshua "Josh" Riley	Hopewell Centre (17)

**Ex-officio**

Thomas "Tom" Hill	Treasurer (through 12/31/2019)
James "Jim" Riley	Treasurer (from 1/1/2020)
Kenneth "Ken" Stockbridge	Presiding Clerk
Martha "Marcy" Baker Seitel	Clerk of Interim Meeting

**UNITY WITH NATURE  
COMMITTEE**

[unitywithnature@bym-rsf.org](mailto:unitywithnature@bym-rsf.org)

Clerk:

**2020**

Ralph Hutton	Mattaponi (17)
Munro Meyersburg	Sandy Spring (14)
Deborah "Debbi" Sudduth	Goose Creek (14)

**2021**

B. Eli Fishpaw	Maury River (18)
Frances Racette	Charlottesville (18)

**2022**

Susan "Sue" Hunter	Deer Creek (16)
Selena Leary	Herdon (19)
Timothy "Tim" McDermott	Herndon (19)
Alan Swanson	Langley Hill (19)

## YOUTH PROGRAMS

### COMMITTEE

[ypc@bym-rsf.org](mailto:ypc@bym-rsf.org)

Clerk: Annalee Flower Horne and  
Rebecca “Becka” Haines Rosenberg

#### 2020

Thomas “Tom” Horne Takoma Park (17)  
Julie Odland Frederick (17)  
Miles “Chip” Trail Maury River (14)

#### 2021

Shawn Bishop Adelphi (18)  
Annalee Flower Horne Takoma Park (15)  
James Key Adelphi (18)  
Caroline “Amrit” Moore Maury River (18)

#### 2022

Katherine “Kat” Darnell Frederick (16)  
Megan Donohue Adelphi (19)  
Susan Gonder Adelphi (19)  
Rebecca “Becka” Haines Rosenberg

Alexandria (15)  
Peter Lauten Goose Creek (19)  
Mark Roush Sandy Spring (16)  
Andrew “Drew” Sommers Adelphi (19)

#### Ex-officio

Jocelyn “Jossie” Dowling  
Youth Programs Manager  
Molly Carroll Young Friends  
Isaac Moles Young Friends  
Jackson Prescott Young Friends

## END OF LIFE

### WORKING GROUP

[endoflife@bym-rsf.org](mailto:endoflife@bym-rsf.org)

(Peace and Social Concerns)  
(established 2019)

Clerk: Robert “Bob” Rhudy

Robert “Bob” Rhudy Patapsco  
Martha “Marcy” Baker Seitel Adelphi  
Eileen Stanzione Patapsco  
John Surr Charlottesville

## GROWING OUR MEETINGS

### WORKING GROUP

[growing@bym-rsf.org](mailto:growing@bym-rsf.org)

(Advancement and Outreach)  
(established 2019)

Clerk: Victor Thuronyi

Michael Beer Washington  
Eileen Stanzione Patapsco  
Victor Thuronyi Adelphi  
John Yost Eastland

## INTERNET COMMUNICATIONS

### WORKING GROUP

[netcomm@bym-rsf.org](mailto:netcomm@bym-rsf.org)

(Advancement and Outreach)  
(established 2015)

Clerk:

## INTERVISITATION WORKING GROUP

[intervisitation@bym-rsf.org](mailto:intervisitation@bym-rsf.org)

(Ministry and Pastoral Care)  
(established 2013)

Clerk: Patricia “Patti” Nesbitt

Adrian Bishop Baltimore, Stony Run  
Windy Cooler Sandy Spring  
Jason Eaby Nottingham  
Jade Eaton Adelphi  
Georgia Fuller Langley Hill  
James “Jim” Fussell Langley Hill  
Elizabeth “Beth” Gorton New England YM  
Erik Hanson Sandy Spring  
Joan Liversidge Sandy Spring  
Patricia “Patti” Nesbitt Sandy Spring  
M. Joleee Robinson Adelphi

## PASTORAL CARE WORKING GROUP

[pastoralcare@bym-rsf.org](mailto:pastoralcare@bym-rsf.org)

(Ministry and Pastoral Care)  
(established 2018)

Clerk:

---

Messages sent to listed e-mail addresses will be received by all members of the group.

**SPIRITUAL FORMATION  
PROGRAM WORKING GROUP**

[spiritform@bym-rsf.org](mailto:spiritform@bym-rsf.org)

(Ministry & Pastoral Care)

(established 2009)

Clerk:

Alan Evans	Gunpowder
David “Dave” Fitz	York
Ruth Fitz	York
Marilyn Rothstein	Gunpowder
Alan Schmaljohn	Gunpowder
Amy Schmaljohn	Gunpowder

**STRENGTHENING  
TRANSFORMATIVE  
RELATIONSHIPS IN DIVERSE  
ENVIRONMENTS (STRIDE)  
WORKING GROUP**

[stride@bym-rsf.org](mailto:stride@bym-rsf.org)

(Growing Diverse Leadership)

(established 2014)

**Ex-officio**

STRIDE Coordinator

**Baltimore STRIDE**

Clerk: Hannah Brown and

Rosalie “Rosie” Eck

Hannah Brown	Shiloh
Kevin Eberhardt	
Rosalie “Rosie” Eck	Homewood
Laura Grothaus	Teen Adventure
Isabel “Izzy” Lott	Catoctin
Nicole “Nikki” Richards	Adelphi

**Charlottesville STRIDE**

Clerk:

**District of Columbia STRIDE**

Clerk: James “Jamie” DMarco and Alexis

“Sunshine” Klein

Sara Dean	Adelphi
James “Jamie” DeMarco	Homewood
Katalina Kastrong	Adelphi
Alexis “Sunshine” Klein	Shiloh

**Philadelphia STRIDE**

Clerk: Allegra Churchill

Maria Adamson	Opequon
Allegra Churchill	Charlottesville
Peter Herrick	Catoctin
Sara Hunsberger	Catoctin
Genevieve Legowski	Sandy Spring

**WOMEN’S RETREAT  
WORKING GROUP**

[womensretreat@bym-rsf.org](mailto:womensretreat@bym-rsf.org)

(Ministry & Pastoral Care)

(established 2010)

Clerk:

Deborah “Debby” Churchman	Washington
Bette Hoover	Sandy Spring
Inga Erickson	Herndon
Martha Solt	Washington
Elizabeth “Betsy” Tobin	Frederick

**WORKING GROUP ON CIVIL  
AND HUMAN RIGHTS OF  
TRANSGENDER AND  
NON-BINARY PEOPLE**

[transgender@bym-rsf.org](mailto:transgender@bym-rsf.org)

(Peace and Social Concerns)

(established 2018)

Clerk:

Darcy Lane	Sandy Spring
Chloe Schwenke	Adelphi
Julie Taylor	Sandy Spring
Matthew Taylor	Sandy Spring

---

Messages sent to listed e-mail addresses will be received by all members of the group.

## **WORKING GROUP ON RACISM**

[wgr@bym-rsf.org](mailto:wgr@bym-rsf.org)

(Ministry & Pastoral Care)

(established 2001)

Clerk: David Etheridge

Jane Meloney Coe	Bethesda
Ellen Cronin	Sandy Spring
Paul Didisheim	Washington
Elizabeth DuVerlie	Baltimore, Stony Run
David Etheridge	Washington
Peirce Hammond	Bethesda
Donna Kolaetis	Menallen
Patience "Pat" Schenck	Annapolis

## **WORKING GROUP ON REFUGEES, IMMIGRANTS, AND SANCTUARY**

[refugees@bym-rsf.org](mailto:refugees@bym-rsf.org)

(Peace & Social Concerns)

(established 2017)

Clerk: James "Jim" Bell and  
Bette Hoover

James "Jim" Bell	Washington
Annette Breiling	Frederick
Roselle Clark	Midlothian
Bette Hoover	Sandy Spring

## **WORKING GROUP ON RIGHT RELATIONSHIP WITH ANIMALS**

[rightanimals@bym-rsf.org](mailto:rightanimals@bym-rsf.org)

(Unity with Nature)

(established 2015)

Clerks: Dayna Baily and Margaret Fisher

Dayna Baily	Penn Hill
Alexandra "Alex" Bell	Bethesda
Mary Campbell	Washington
Margaret Fisher	Herndon
Margaret Greene	Washington
Stuart Greene	Patapsco
Samantha Magrath	Adelphi
Edith "Edie" Silvestri	Langley Hill
Nicolaus "Nic" Tideman	Blacksburg
Danielle "Ellie" Ziegler	Hopewell Centre

## **YOUTH SAFETY POLICY**

### **WORKING GROUP**

[youthsafety@bym-rsf.org](mailto:youthsafety@bym-rsf.org)

(Trustees)

(established 2013)

Convener: Carlotta Joyner

Alexandra "Alex" Bean	Junior Yearly Meeting Co-Clerk
Stephanie "Steph" Bean	Co-Clerk of Camping Program
Adrian Bishop	Co-Clerk of Supervisory
Ramona Buck	Co-Clerk of Supervisory
Brooke Davis	Co-Clerk of Camping Program

Jocelyn "Jossie" Dowling	Youth Programs Manager
Annalee Flower Horne	Co-Clerk of Youth Programs
Rebecca "Becca" Haines Rosenberg	Co-Clerk of Youth Programs
Carlotta Joyner	Trustees Representative

Jane Megginson	Camp Program Manager
Carol Seddon	Junior Yearly Meeting Co-Clerk
Kenneth "Ken" Stockbridge	Presiding Clerk
Ned Stowe	General Secretary

## **YOUNG ADULT FRIENDS**

[yafs@bym-rsf.org](mailto:yafs@bym-rsf.org)

**Co-Clerks**

Caroline "Amrit" Moorer	Maury River (19)
Thomas "Tom" Webb	Bethesda (19)

**Treasurer**

Alexandra "Alex" Bean	Adelphi (19)
-----------------------	--------------

**Recording Clerk**

Savraj Moore	Maury River (19)
--------------	------------------

**Annual Session Planner**

Thomas "Tom" Webb	Bethesda (19)
-------------------	---------------

**Communications Coordinator**

Alexandra "Alex" Bean	Adelphi (17)
-----------------------	--------------

**Community Coordinator**

Maggie Willow	Sandy Spring (19)
---------------	-------------------

Messages sent to listed e-mail addresses will be received by all members of the group.

---



**FRIENDS WORLD COMMITTEE  
FOR CONSULTATION  
SECTION OF THE AMERICAS**

**2021**

Michael Doo      Baltimore, Stony Run (15)  
Jason Eaby              Nottingham (15)

**2022**

Adrian Bishop      Baltimore, Stony Run (19)  
Rosalie Dance      Baltimore, Stony Run (19)

**INTERFAITH ACTION  
FOR HUMAN RIGHTS**

(Appointed on advice of  
Peace and Social Concerns)

**2020**

Jack Lahr                      Annapolis (17)  
Suzanne O'Hatnick  
   Baltimore, Stony Run (17)

**MILES WHITE BENEFICIAL  
SOCIETY OF BALTIMORE CITY**

President: Kathryn Pettus

**2020**

Herbert "Herb" Clark      Homewood (07)  
John McKusick              Homewood (11)  
William "Bill" Miles  
   Baltimore, Stony Run (11)

**2021**

Gulielma "Guli" Fager  
   Baltimore, Stony Run (19)

Phillip "Phil" Fratesi

Baltimore, Stony Run (15)

Elizabeth "Beth" Harlan      Little Falls (15)

Deepti Scharf      Baltimore, Stony Run (18)

**2022**

Kathryn Munnell              Homewood (19)  
Kathryn Pettus      Baltimore, Stony Run (13)  
Amy Schmaljohn              Gunpowder (16)

**PRISONER VISITATION  
AND SUPPORT**

(Appointed on advice of  
Peace and Social Concerns)

**2021**

Susan "Susannah" Rose      Patapsco (15)

**QUAKER EARTHCARE  
WITNESS**

(Appointed on advice of  
Unity with Nature)

**2021**

Barbara Adams              Richmond (18)

**QUAKER HOUSE**

Fayetteville, NC

(Appointed on advice of  
Peace and Social Concerns)

**2021**

Denna Joy                      Richmond (15)

**QUAKER RELIGIOUS  
EDUCATION COALITION**

**2022**

**RIGHT SHARING OF WORLD  
RESOURCES**

**2021**

Adrian Bishop      Baltimore, Stony Run (18)

**SANDY SPRING  
FRIENDS SCHOOL**

**2020**

Marion Ballard              Bethesda (17)

**2021**

Kathrin Gilbert              Catocin (18)

Lauren Brownlee              Bethesda (14)

**2022**

Barbara Andrews              Sandy Spring (16)

Sara Dean                      Adelphi (19)

**WILLIAM PENN HOUSE  
CONSULTATIVE COMMITTEE**

Representative

**2020**

Deborah Haines              Alexandria (17)

## LOCAL MEETINGS

### ADELPHI FRIENDS MEETING

- Mailing address: 2303 Metzertott Road, Adelphi, Maryland 20783  
Meeting place: 2301 Metzertott Road, Adelphi, Maryland 20783  
Wheelchair accessible  
Hearing assistance system available
- Telephone: 301-445-1114 – Meeting House telephone
- Web site: [adelphifriends.org](http://adelphifriends.org)
- First Day schedule: Worship: 10:00am  
First Day School: 10:20am except Junior Meeting fourth First Day at 10:00am
- Business Meeting: Second First Day of the month, following Meeting for Worship, except for May, July, and August when it is the third First Day.
- Travel directions: Located a few miles north of Washington, DC, the Meeting House is between Riggs and Adelphi Roads, near the University of Maryland. From Maryland Route 650 (New Hampshire Avenue), go east on Metzertott Road; the Meeting House is on the right, one block past the (first) traffic signal at Riggs.  
Metro's route R-8 (Calverton) bus stops one block from the Meeting House (at the corner of Riggs and Metzertott). The Montgomery County Ride-On route 20 (Hillandale) bus stops about 1/2 mile from the Meeting House (near the corner of New Hampshire and Southampton).
- Contacts: Clerk: Carole Hoage; Assistant Clerk: Martha "Marcy" Seitel; Treasurer: Reuben Snipper; Assistant Treasurer: John Stith; Recording Clerk: Amy Greene and Ann Marie Moriarty; Recorder: Carol Beigel; Finance: Debra Bassert; First Day School: Vacant; Ministry & Worship: Cheryl Morden and Karen O'Brien; Nominating: Nicole Cintas; Pastoral Care: Wendy Eck; Peace & Social Concerns: Margaret Vitullo; Yearly Meeting Representative: Ann Marie Moriarty.

### ALEXANDRIA FRIENDS MEETING

- Mailing address: 8990 Woodlawn Road, Fort Belvoir, Virginia 22060  
Meeting place: 8990 Woodlawn Road, Fort Belvoir, Virginia 22060  
Wheelchair accessible  
Hearing assistance system is available
- Telephone: 571-409-1761 – Meeting House voice mail
- Web site: [woodlawnfriends.org](http://woodlawnfriends.org)
- First Day schedule: Worship: 11:00am  
First Day School: 11:00am  
Adult RE: 10:00am
- Business Meeting: First First Day: 1:00pm (Second First Day in September; none in July and August)
- Travel directions: From I-495 (Capital Beltway): take Route 1 going south. Go about eight miles; turn right at the light onto Woodlawn Road, follow

Woodlawn to proceed straight through a traffic circle, then turn left from Woodlawn to the Meeting House.

From I-95 coming north: take Fort Belvoir exit and go north on Route 1 about ten miles. Pass the second gate to Fort Belvoir; take the next left at the traffic light onto Woodlawn Road, follow Woodlawn to proceed straight through a traffic circle, then turn left from Woodlawn to the Meeting House.

Contacts: Clerk: Judith “Judy” Riggins and Carie Rothenbacher; Assistant Clerk: William “Tad” Jose; Treasurer: Richard Ewell; Recording Clerk: Deborah Haines and Jerry Allen; Recorder: Rachel Pharr; Adult Religious Education: Judy Elvington; Children’s Religious Education: Deborah Haines; Communications: Katherine Spivey; Ministry & Nurture: Karen Hansen-Kuhn; Nominating: Debroarh Haines; Peace & Social Concerns: Davis Balderston; Trustees: James “Jim” Nations; Newsletter Editor: Deborah Haines and Sophia Allender-Stephens; Yearly Meeting Representative: Davis Balderston.

### **ANNAPOLIS FRIENDS MEETING (CHESAPEAKE QUARTER)**

Mailing address: 351 Dubois Road, Annapolis, Maryland 21401

Meeting place: 351 Dubois Road, Annapolis, Maryland 21401

Wheelchair accessible

Hearing assistance system – 72.9 MHz

Telephone: 410-573-0364 – Meeting House

Web site: [annapolisfriends.org/](http://annapolisfriends.org/)

E-mail: [info@annapolisfriends.org](mailto:info@annapolisfriends.org)

First Day schedule: Worship: 11:00am and 8:00am on 2<sup>nd</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> First Days

First Day School: 11:00am

Adult Religious Education: 9:30am on 2<sup>nd</sup> and 4<sup>th</sup> First Days

Business Meeting: First First Day of the month, 9:00am

Travel directions: From Route 50 toward Annapolis take Exit 24 toward Bestgate Road. Go 0.5 miles to first right onto North Bestgate Road. Take first left onto Dubois Road. Go to the end. Meeting House is on the left.

Contacts: Clerk: Martha Baer; Assistant Clerk: Karen Cunnyngnam; Treasurer: Susan “Sue” Podolin and Julie Rouhi; Recording Clerk: Philip “Phil” Caroom; Recorder: Karen Cunnyngnam; Ministry & Worship: Thomas “Tom” Wolfe; Nominating: Weston “Wes” Jordan; Outreach: Diane Evartt and Margaret Holmes; Pastoral Care: Patricia “Patty” Robinson and Kathryn “Kit” Hanley Morey; Peace & Social Concerns: Mary Dadone; Religious Education: Jennifer “Jenn” DeLorge McKeown and Timothy “Tim” Mullady; Stewardship & Finance: Philip “Phil” Caroom; Trustees: Jack Lahr; Newsletter Editor: Susan Trial Wolfe; Yearly Meeting Representative: Jennifer “Jenn” DeLorge McKeown.

## **AUGUSTA WORSHIP GROUP (VALLEY)**

Mailing address: 606 Fraser Lane, Staunton, Virginia 24401-2335  
Meeting place: 606 Fraser Lane, Staunton, Virginia 24401-2335  
Wheelchair accessible  
No hearing assistance system  
Telephone: 540-885-7973  
Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/va\\_meetings/augusta/  
tabstevejean@gmail.com](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/augusta/tabstevejean@gmail.com)  
E-mail: [tabstevejean@gmail.com](mailto:tabstevejean@gmail.com)  
First Day schedule: Worship: 10:00am  
Travel directions: Call for directions.  
Contacts: Clerk: Jeanne Tabscott; Yearly Meeting Representative: Vacant.

## **BALTIMORE MONTHLY MEETING, STONY RUN (CHESAPEAKE QUARTER)**

Mailing address: 5116 North Charles Street, Baltimore, Maryland 21210  
Meeting place: 5116 North Charles Street, Baltimore, Maryland 21210  
Wheelchair accessible  
Hearing assistance system available  
Telephone: 443-703-2590 – Meeting House  
443-703-2589 – fax  
Web site: [www.stonyrunfriends.org](http://www.stonyrunfriends.org)  
E-mail: [info@stonyrunfriends.org](mailto:info@stonyrunfriends.org)  
First Day schedule: Worship: 9:30am (scent-free) and 11:00am (in July and August at 8:30am & 10:00am)  
First Day School: 11:20am (in July and August 10:20am)  
Childcare available for all Meetings  
Business Meeting: First First Day: 1:00pm  
Travel directions: From Baltimore Beltway (I-695): Exit 25 South for Charles Street. The Meeting House is located 4.3 miles south of I-695 Charles Street exit, on the right side of Charles Street, immediately after Cathedral of Mary Our Queen (south of Northern Parkway)  
From Jones Falls Expressway (I-83 North): Exit onto Northern Parkway East, then turn right (south) onto Charles Street.  
Contacts: Clerk: Blaine Keener; Assistant Clerk: Elizabeth DuVerlie; Treasurer: Carole Schreck; Recording Clerk: Robert “Bob” Breyer; Recorder: Karie Firoozmand; Giving: Janet Daley; Community, Care & Clearness: Karie Firoozmand; Finance: Eugene “Gene” Baron; Indian Affairs: Vacant; Ministry & Counsel: Deborah “Debbie” Ramsey and Suzanne O’Hatnick; Nominating: Laura Kinsey and Maria Brown; Baltimore Quaker Peace & Justice (joint with Homewood): Marc Oliver; Religious Education: Annemiek Wilms Floet; Trustees: Winfield “Win” Cain; Yearly Meeting Representative: Margaret “Meg” Boyd Meyer and Karie Firoozmand.

## BETHESDA FRIENDS MEETING

Mailing address: PO Box 30152, Bethesda, Maryland 20824

Meeting place: Edgemoor Lane and Beverly Road, Bethesda, Maryland (on the campus of Sidwell Friends Lower School)

Wheelchair accessible

Hearing assistance system available

Telephone: 301-986-8681

Web site: [www.bethesdafriends.org](http://www.bethesdafriends.org)

E-mail: [info@bethesdafriends.org](mailto:info@bethesdafriends.org)

First Day schedule: Worship: 11:00am

First Day School: 11:20am

Business Meeting: First First Day of the month, 9:15am (except July and August)

Travel directions: Bethesda Meeting is located on the campus of Sidwell Friends Lower School at Beverly Road and Edgemoor Lane. Parking is ample.

**From the Red Line Metro Bethesda Station:** At the top of the long escalator, at the bus depot level go to the side where buses enter (at the corner of Edgemoor and Commerce Lanes). Go straight ahead (west) one short block on Edgemoor to cross Woodmont Avenue (with a traffic light). Continue two more blocks, crossing Arlington Avenue (with a traffic light) to the Sidwell Friends Lower School gate. Turn left and the Meeting house is a half block on the right.

**From the North:** Use Beltway Exit 36 south to Old Georgetown Road (Route 187) for 2.2 miles. Move into the right lane at the Auburn Avenue traffic light and then move to the new right lane at Cordell Avenue. At the next light, a five-way intersection, take the soft right onto Arlington Road. Turn right at the second light onto Edgemoor Lane, then left onto Beverly Road. The Meeting House is mid-block on the right. **Alternatively,** from Rockville, come south on the Rockville Pike/Wisconsin Avenue (Route 355), turn right on Commerce Lane, cross Old Georgetown Road, and then turn right onto Edgemoor Lane. From East-West Highway (Route 410), cross Wisconsin Avenue (Route 355), onto Old Georgetown Road (Route 187) take the first left onto Edgemoor Lane. Follow it around to the right. Cross Woodmont and Arlington Avenues (with traffic lights), turn left onto Beverly Road. The Meeting House is mid-block on the right.

**From Washington, DC:** Go north on Wisconsin Avenue (Route 355) and turn left Old Georgetown Road (Route 187). Turn left at first traffic light, Edgemoor Lane (bearing right at the Metrobus center to stay on Edgemoor). Cross Arlington Road. At the first intersection, turn left onto Beverly Road. The Meeting House is mid-block on the right.

Contacts: Co-clerks: Ralph Steinhardt and Elizabeth “Lee” Ingram; Treasurer: Gregory “Greg” Ingram; Assistant Treasurer: Marion Ballard; Recording Clerk: Ronald “Ron” Akins; Recorder: Margaret Plank;

Adult Religious Education: Stephanie Koenig and Ronald “Ron” Wetteroth; Advancement & Outreach: Travis Gallagher and Gale Thompson; Ministry & Worship: Ronald “Ron” Akins; Nominating: Douglas “Doug” Smith; Pastoral Care: Jane Meloney Coe and David Whitford; Peace & Social Justice: Deborah Friese; Religious Education: Vacant; Stewardship & Finance: Arlene Rodenbeck and Barbara Fichman; Newsletter Editor: Jane Meloney Coe; Yearly Meeting Representatives: Elizabeth “Liz” Hofmeister and Alexandra “Alex” Bell.

## **BLACKSBURG FRIENDS MEETING**

Mailing address: PO Box 327, Blacksburg, Virginia 24063-0327  
Meeting place: 404 Mt. Tabor Road, Blacksburg, Virginia 24060  
Wheelchair accessible  
No hearing assistance system  
Telephone: 540-552-6713  
Web site: [blacksburgfriends.org](http://blacksburgfriends.org)  
First Day schedule: Worship: 10:00am  
First Day School: 10:15am  
Business Meeting: Second First Day of the month at the rise of Meeting (except July and August)  
Travel directions: From I-81: Take Exit 118B toward Blacksburg, travel 12.8 miles and turn RIGHT onto US-460 business/N. Main St. (no exit ramp, after it seems you might have passed Blacksburg). Follow N. Main St. (southbound) 1 mile and turn LEFT on Mt. Tabor Road. Look for our driveway on the RIGHT in about 0.3 miles (between two houses).  
Contacts: Clerk: Nicolaus “Nic” Tideman; Treasurer: Elizabeth Briggs; Recording Clerk: Marian “Polly” Archer; Recorder: Jesse “Jay” Wilkins; Adult Education: Therese “Terri” Lundberg; Hospitality & Outreach: Vacant; Ministry & Oversight: Andrea Kavanaugh; Nominating: Michelle Wilkins; Peace and Social Concerns: Steven “Steve” Tatum; Religious Education: Michelle Wilkins; Stewardship & Finance: Jesse “Jay” Wilkins; Yearly Meeting Representative: Vacant.

## **BUCKHANNON PREPARATIVE MEETING (MONONGALIA)**

Mailing address: 1316 South Davis Avenue, Elkins, West Virginia 26241  
Meeting place: West Virginia Wesleyan College Meditation Chapel  
Wheelchair accessible  
No hearing assistance available  
Telephone: 304-472-3097  
Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/wva\\_meetings/buckhannon/](http://www.bym-rsf.org/who_we_are/meetings/wva_meetings/buckhannon/)  
E-mail: [jseaman1@frontier.com](mailto:jseaman1@frontier.com)  
First Day schedule: Worship: 10:00am - second and fourth First Days  
First Day School: 10:00am - second and fourth First Days  
Business Meeting: Fourth First Days: 11:15am  
Travel directions: Go to Buckhannon and follow signs to West Virginia Wesleyan Col-

lege. Find the tallest steeple, go to the rear of the building, and follow signs to Meditation Chapel.

Contacts: Clerk: Judith “Judy” Seaman and Grace Harris; Treasurer: Judith “Judy” Seaman; Ministry & Counsel: Committee of the Whole; Peace & Social Concerns: Committee of the Whole; Religious Education: Judith “Judy” Seaman and Grace Harris; Stewardship & Finance: Committee of the Whole; Yearly Meeting Representative: Vacant.

### **CARLISLE QUAKER MEETING (WARRINGTON QUARTER)**

Mailing address: 252 A Street, Carlisle, Pennsylvania 17013

Meeting place: 252 A Street, Carlisle, Pennsylvania 17013

Wheelchair accessible

No hearing assistance system

Telephone: 717-249-8899 – Meeting House

Web site: [carlislequakers.org](http://carlislequakers.org)

E-mail: [carlislequakers@gmail.com](mailto:carlislequakers@gmail.com)

First Day schedule: Worship: 10:00am

First Day School: 10:15am (Children present first 15 minutes of worship)

Business Meeting: Second First Day of the month, 11:30am

Travel directions: From center of downtown (intersection of High and Hanover Streets), go west on High to College Street (3rd traffic light). Turn right on College Street, then right at A Street (Meeting House at next alley).

Contacts: Clerk: Fred Baldwin; Assistant Clerk: Sherry Harper-McCombs; Treasurer: Christy Hoover; Assistant Treasurer: Fred Baldwin; Recording Clerks: Christine “Chris” Jefferson, Sherry Harper-McCombs, and Morgan Evans; Recorder: Christy Hoover; Budget and Finance: Donald “Don” Kovacs; Ministry & Counsel: Ruth Kovacs; Nominating: Donald “Don” Kovacs; Peace and Social Concerns: Donald “Don” Kovacs; Yearly Meeting Representative: Joan Anderson.

### **CHARLOTTESVILLE FRIENDS MEETING**

Mailing address: 1104 Forest Street, Charlottesville, Virginia 22903

Meeting place: 1104 Forest Street, Charlottesville, Virginia 22903

Wheelchair accessible

Hearing assistance system available

Telephone: 434-971-8859 – Meeting House telephone

Web site: [www.charlottesvillefriends.org](http://www.charlottesvillefriends.org)

E-mail: [charlottesvillefriends@gmail.com](mailto:charlottesvillefriends@gmail.com)

First Day schedule: Worship: 8:30am and 11:00am (Fall, Winter and Spring); 8:30am and 10:15am (Summer)

First Day School: 11:00am - 11:45am (September to June)

Adult discussion: 9:45am (September to June)

Business Meeting: First First Day at 12:20pm

Travel directions: From US 29 in Charlottesville, turn east onto Barracks Road. Follow on Barracks, which becomes Preston, for about one mile uphill and

down, to the intersection with Forest (one short block after the light at Rose Hill). Go left onto Forest about four blocks. The Meeting House is at the end of the street on the right. Park in the adjoining Murray School lot.

Contacts: Clerk: Barbarie Hill; Treasurer: Steve Ganong; Recording Clerk: Susan Beers and Frances Racette; Recorder: Richard Balnave; Care and Clearness: Carol Clark; Communications: Jennifer “Robin” Albertson-Wren; Finance: Allison Sleeman; Ministry & Worship: Laura Lockledge; Nominating: JoAnn Dalley; Peace & Social Concerns: Aida Barnes-May and Kathryn “Katy” Schutz; Religious Education: Vacant; Newsletter Editor: Linda Goldstin; Yearly Meeting Meeting Representative: Thomas “Tom” Hill.

## **DEER CREEK MEETING**

Mailing address: PO Box 415, Darlington, Maryland 21034

Meeting place: 1212 Main Street, Darlington, Maryland 21034

Wheelchair accessible

No hearing assistance system

Telephone: 410-457-9188 – Meeting House telephone

Web site: [www.fgcquaker.org/cloud/deer-creek-friends-meeting-quaker](http://www.fgcquaker.org/cloud/deer-creek-friends-meeting-quaker)

E-mail: [cewalter10@gmail.com](mailto:cewalter10@gmail.com)

First Day schedule: Worship: 10:00am Friends gather, 10:50 to 11:30am Meeting for Worship

First Day School (Children): 10:15 to 11:30am

First Day School (Adults): 10:15am

Business Meeting: Third First Day of the month, 11:30am

Travel directions: Deer Creek Friends Meeting is in northern Harford County, about forty miles northeast of Baltimore, about one-fifth mile east of US 1, on MD 161. Take 95 to the Churchville/Havre de Grace exit, head toward Churchville on Route 155. Make a right onto 161; follow this through Darlington about five miles. The meetinghouse is on the left shortly after you pass the Darlington Pharmacy.

Contacts: Clerk: Mara Walter; Treasurer: Henry Holloway; Recording Clerk: Vacant; Recorder: Margaret Scarborough; Advancement & Outreach: Mary McLean; Ministry & Oversight: James “Jim” Pickard & Margaret Scarborough; Peace & Social Justice: Christopher “Chris” Neumann; Religious Education: Mara Walter; Trustees: Stuart Cohen and Henry Smith Holloway; Unity with Nature: Susan “Sue” Hunter and Mary Corddy; Newsletter Editor: Margaret Scarborough; Yearly Meeting Representative: Mara Walter.

## **DUNNINGS CREEK FRIENDS MEETING (CENTRE QUARTER)**

- Mailing address: c/o Susan Williams, 2049 Valley Road, Schellsburg, Pennsylvania 15559
- Meeting place: Dunnings Creek Meeting House, 285 Old Quaker Church Road, Fishertown, Pennsylvania 15539  
Wheelchair accessibility with help  
No hearing assistance system
- Telephone: 814-839-2952
- Web site: [www.dunningscreekfriends.org](http://www.dunningscreekfriends.org)
- First Day schedule: Worship: 11:00am  
First Day School: 10:00am
- Business Meeting: Second First Day, 10:00am
- Travel directions: The Meeting is about nine miles northwest of Bedford, Pennsylvania. From Bedford, PA take 199 north to the Rt. 56 exit; exit west PA Rt. 56. Go 3.1 miles to Old Quaker Church Road; bear left. Go 0.3 miles to the Meeting House on the left.
- Contacts: Clerks: Susan Williams and David "Dave" Bohnert; Treasurer: Marcia Rogish; Newsletter Editor: Karin Sedewar; Yearly Meeting Representative: Susan Williams.

## **EASTLAND PREPARATIVE MEETING (LITTLE BRITAIN)**

- Mailing address: c/o Linda Coates, 126 South Fulton Street, Strasburg, Pennsylvania 17579
- Meeting places: 10 Friends Road, Little Britain, Pennsylvania  
Wheelchair accessible  
No hearing assistance system
- Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/pa\\_meetings/eastland.html](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/eastland.html)
- First Day schedule: Worship: 11:00am  
First Day School: 10:00am
- Business Meeting: See listing for Little Britain Monthly Meeting.
- Travel directions: **From points south:** Route I-95 North from Baltimore. Exit onto Route 152 (Fallston) West; to US Route 1 North. Cross the Conowingo Hydroelectric Dam and turn north onto Route 222 at the top of the hill. After crossing Pennsylvania state line, turn right on Little Britain Road (at a Y in the road). Drive about three miles, turn right onto Friends Road. Meeting House is at the top of the hill on the left, near the end of Friends Road.  
**From points north/west:** take 272 south after 283 merges with 30. At Wakefield, just after one passes Penn Hill Meeting and the Fulton Fire Company, turn left or east on 272. Just after you cross the Creek turn south or right on the first road you come to. Continue on this road which eventually is named Friends Road. You will see the stone Meeting House on the left as you get to the end of the road.
- Contacts: Clerk: John Yost; Treasurer: Linda Coates; Yearly Meeting Representative: Vacant.

## **FAUQUIER FRIENDS WORSHIP GROUP (HERNDON)**

- Mailing address: PO Box 224, Bealeton, Virginia 22712-0224  
Meeting place: usually Library Depot, 10877 Willow Drive North, Bealeton, Virginia  
Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/va\\_meetings/fauquier](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/fauquier)  
Facebook: [Fauquier Friends Worship Group-Quaker](https://www.facebook.com/FauquierFriendsWorshipGroup-Quaker)  
E-mail: [fauquierfriends@gmail.com](mailto:fauquierfriends@gmail.com)  
First Day schedule: Usually on Third First Day, check Meeting website for specific dates  
Singing: 10:30am; Worship and First Day School: 11:00am  
Business Meeting: Once a year in spring with the Worship Group Care Committee of Herndon Friends Meeting  
Travel directions: From the intersection of VA17 and VA 28, go south on VA17 to Station Drive. Turn left on Station Dive and proceed to Willow Drive. Turn left on Willow Drive, then immediately turn right into the Bealeton Library parking lot.  
Contacts: Convener: Bonnie Stockslager; Interim Meeting Representative: Vacant.

## **FLOYD FRIENDS MEETING**

- Mailing address: 1199 Christiansburg Pike, Floyd, Virginia 24091  
Meeting place: 1199 Christiansburg Pike, Floyd, Virginia 24091  
Wheelchair accessible  
No hearing assistance system  
Telephone: 540-929-4142 or 540-381-4147  
Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/va\\_meetings/floyd](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/floyd)  
First Day schedule: Worship: 10:00am  
First Day School: 10:00am  
Business Meeting: First First Day, 12:00pm, preceded by potluck.  
Travel directions: From places other than Roanoke: from the Floyd traffic light go 8/10 of a mile on 221 in the direction of Roanoke; take a left onto Christiansburg Pike (Rt. 615) for two miles; Meeting House is on the right-hand side.  
From Roanoke: take 221 in the direction of Floyd; just before the village, turn right at Harris & Baker Furniture Co. onto Christiansburg Pike (Rt. 615) for 2 miles; Meeting House is on the right-hand side.  
Contacts: Clerk: Kimberly “Kim” O’Donnell; Treasurer: Sharon Custer-Bog-gess; Recording Clerk: Nancy Jo “Jo” Parr; Adult Religious Education: Marcia Winters; First Day School: Marcia Winters; Ministry & Worship: Lee Henkel; Outreach: Vacant; Peace & Social Concerns: Edna Whittier; Yearly Meeting Representative: Sharon Custer-Bog-gess.

## **FREDERICK FRIENDS MEETING (WARRINGTON QUARTER)**

- Mailing address: 723 North Market Street, Frederick, Maryland 21701  
Meeting place: 723 North Market Street, Frederick, Maryland 21701  
Wheelchair accessible  
No hearing assistance system
- Telephone: 301-631-1257 – Meeting House  
Web site: [www.frederickfriends.org](http://www.frederickfriends.org)  
E-mail: [clerk@frederickfriends.org](mailto:clerk@frederickfriends.org)
- First Day schedule: Worship: 10:30am  
First Day School: 10:45am – 11:30am (mid-September to mid-June)  
(supervised play mid-June to mid-September)
- Business Meeting: Second First Day of the month. 9:00am April to October; 12:00pm  
November to March.
- Travel directions: From US Route 15 (North or South) exit onto 7th Street heading east.  
North Market is 4th traffic light, turn left onto one-way street-1/2  
block to Meeting House which is the first freestanding house on the  
left.
- Contacts: Clerk: Kathy Funkhouser and Elizabeth “Betsy” Tobin; Treasurer:  
Gregory “Greg” Tobin; Recording Clerk: Carlotta Joyner; Recorder:  
Vacant; First Day School: Susanna Laird; Ministry & Counsel: Va-  
cant; Nominating: Vacant; Peace & Social Concerns: Ann Payne and  
Annette Brieling; Stewardship & Finance: Vacant; Trustees: Vacant;  
Yearly Meeting Representative: Elizabeth “Betsy” Tobin.

## **FRIENDS MEETING OF WASHINGTON**

- Mailing address: 2111 Florida Avenue NW, Washington, DC 20008  
Meeting place: 2111 Florida Avenue NW, Washington, DC 20008  
Wheelchair accessible - Meeting Room and Parlor Level  
Hearing assisted equipment available in Meeting Room
- Telephone: 202-483-3310 – Meeting office  
Web site: [quakersdc.org](http://quakersdc.org)  
E-mail: [admin@quakersdc.org](mailto:admin@quakersdc.org)
- First Day schedule: Worship: 9:00am (Meeting House parlor); 10:30am (Quaker House  
Living Room with special welcome to gays, lesbians, bisexuals,  
and transgenders); 10:30am (Meeting House Meeting Room); and  
6:00pm (Meeting House Decatur Place Room)  
First Day School: 10:30am
- Daily Worship: 7:30am (William Penn House)  
Weekly Worship: Wednesday, 6:00pm (Meeting House Parlor)
- Business Meeting: Second First Day: 12:00pm (except July - third First Day and August  
- no business)
- Travel directions: The Meeting House is in Northwest Washington near Dupont Circle.  
It is on Florida Avenue between R and S Streets and between 21st  
and 22nd Streets. The office entrance is on the Decatur Place side  
of the building. For detailed instructions, call the Meeting office be-  
tween 8:00am and 4:30pm weekdays or see the Meeting website.

Public Transportation-Metro: Go to the Dupont Circle station on the Red line. Exit at Q Street. Walk north (uphill) on nearby Connecticut Avenue to the second traffic light at Florida Avenue. Turn left on Florida and go one half block to the Meeting House on the right.

Contacts: Clerk: Eugene “Gene” Throwe and Betsy Bramon; Assistant Clerk: Vacant; Treasurer: Robert “Bob” Meehan; Assistant Treasurer: David Miller; Recorder: Barbara Briggs; Recording Clerk: Deborah “Debby” Churchman; Finance & Stewardship: William “Bill” Fosskett; Marriage & Family Relations: Gray Handley; Membership: Robert “Rob” Farr; Ministry & Worship: Gregory “Greg” Robb; Nominating: Todd Harvey; Peace & Social Concerns: Elaine Wilson; Religious Education: Shannon Hughes; Trustees: Daniel ‘Dan’ Dozier; Yearly Meeting Representative: Vacant.

### **GETTYSBURG MONTHLY MEETING (WARRINGTON QUARTER)**

Mailing address: PO Box 4155, Gettysburg, Pennsylvania 17325-4155  
Meeting place: Glatfelter Lodge, Gettysburg College, Gettysburg, Pennsylvania 17325  
Wheelchair accessible  
No hearing assistance system  
Telephone: 717-420-5900  
Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/pa\\_meetings/gettysburg](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/gettysburg)  
First Day schedule: Worship: 10:30am  
First Day School: 10:30am  
Business Meeting: First First Day of the month, after rise of Meeting  
Travel directions: From the square in Gettysburg (intersection of US 30 and business 15) go west on Route 30. Turn right on Washington (1st block out of the square). Cross railroad tracks & turn left on Constitution Ave. Come around to the second parking lot (Master’s Lot) on right (1st one is large, second is smaller). Take walkway to the right of the building immediately in front of you and you’ll see Glatfelter Lodge, the stone cottage with the stained glass windows.  
Contacts: Clerk: Sandy Moyer; Treasurer: Arthur Henne; Recording Clerk: Jerry Johnson; Yearly Meeting Representative: Margaret Stambaugh.

### **GOOSE CREEK FRIENDS MEETING**

Mailing address: PO Box 105, Lincoln, Virginia 20160-0105  
Meeting place: 18204 Lincoln Road, Lincoln, Virginia 20160  
Wheelchair accessible  
No hearing assistance system  
Telephone: 540-751-0323 – Meeting House  
Web site: [www.goosecreekfriends.org](http://www.goosecreekfriends.org)  
First Day schedule: Worship: 9:45am  
First Day School: 10:00am (following worship with adults)  
Business Meeting: First First Day: 11:00am  
Travel directions: The Meeting House is in Loudoun County, south of Purcellville. From VA Route 7 (Business) turn south on VA Route 722, Maple

Avenue (traffic light at this intersection), which crosses Route 7 (Business) near shopping centers and a 7-Eleven convenience store. The Meeting House is two miles south, on the left side of the road, in the village of Lincoln. Parking is in the lot across from the Meeting House

Contacts: Clerk: Richard “Rich” Weidner; Assistant Clerk: Vacant; Treasurer: Brian Burgher; Recording Clerk: Catherine Cox; Recorder: Nancy Uram; Finance: John “Jed” Shilling; Ministry & Oversight: Catherine Cox and Sheila Kryston; Nominating: Edward “Ed” Devinney; Outreach: Vacant; Peace & Social Concerns: Sheila Kryston and Will McCabe; Religious Education: Maria Nicklin; Unity with Nature: Deborah “Debby” Sudduth and Martha Mason Semmes; Newsletter Editor: Catherine Cox; Yearly Meeting Representative: Vacant.

### **GUNPOWDER FRIENDS MEETING (CHESAPEAKE QUARTER)**

Mailing address: PO Box 737, Sparks, Maryland 21152-0737

Meeting place: 14934 Priceville Road, Sparks, Maryland 21152

Wheelchair accessible

Hearing assistance available

Telephone: 410-472-4583 – Meeting House

Web site: [www.gunpowderfriends.org](http://www.gunpowderfriends.org)

E-mail: [gunpowderclerk@gmail.com](mailto:gunpowderclerk@gmail.com)

First Day schedule: Worship: 10:00am

First Day School: 10:00am

Adult Forum: first First Days, 9:00am

Quakerism Discussion Group: second First Day, 9:00am

Bible Study: fourth First Day, 9:00am

Business Meeting: Third First Day: 11:15am

Silent Retreat: 2nd Seventh Day 9:00am - 3:00pm

Travel directions: Sparks is about 21 miles north of Baltimore on the Harrisburg Expressway (I-83). Gunpowder Meeting is west of Sparks and west of I-83. Exit I-83 at Belfast Road (Exit 24), turn west toward Butler. Go one-third mile to Priceville Road; left on Priceville Road for one mile. Where Priceville Road turns right and Quaker Bottom Road continues ahead at the crest of a steep grade, make a sharp right turn into the Meeting House drive.

Contacts: Clerk: Jennifer Robinson; Assistant Clerk: Vacant; Treasurer: Alan Evans; Recording Clerk: Alan Schmaljohn and Claire Twose; Recorder: Meredith van den Beemt; Care and Oversight: Cecilia Meisner; Finance: Adair Clarke; First Day School: Wendy Snyder; Ministry & Counsel: Anita Langford; Nominating: Sharon Daily; Trustees: Stephen “Steve” Rives; Newsletter Editor: Claire Hartman; Yearly Meeting Representative: Rebecca “Rep” Pickard.

## **HERNDON FRIENDS MEETING**

Mailing address: 660 Spring Street, Herndon, Virginia 20170  
Meeting place: 660 Spring Street, Herndon, Virginia 20170  
Wheelchair accessible  
Hearing assistance available  
Telephone: 703-736-0592 – Meeting House  
Web site: [www.fgcquaker.org/cloud/herndon-friends-meeting](http://www.fgcquaker.org/cloud/herndon-friends-meeting)  
E-mail: [clerk@herndonfriends.org](mailto:clerk@herndonfriends.org)  
First Day schedule: Worship: 10:30am, singing at 10:15am  
First Day School: 10:45am  
Business Meeting: Second First Day: 9:00am (except May, July & September)  
Travel directions: From Dulles Toll Road, go north on Centreville Road which becomes Elden Street. At about 1.2 miles, turn right onto Spring Street, then left on Locust to the parking lot on right  
Contacts: Clerk: Elizabeth “Liz” Willson; Assistant Clerk: Stacey LaRoy; Treasurer: Terence McCormally; Recording Clerk: Katherine Cole; Recorder: Catharine “Cathy” Tunis; Communications and Outreach: Jay McClendon; Finance: Terence McCormally; Greening: Margaret Fisher; Ministry & Oversight: Stacey LaRoy; Nominating: Paul Murphy; Peace & Social Concerns: Melanie Stanley and Timothy “Tim” Stanley; Religious Education: Abbey Compton and Jolene Smith; Trustees: Vacant; Newsletter Editor: Jay McClendon; Yearly Meeting Representative: Harry Tunis.

## **HOMEWOOD FRIENDS MEETING (CHESAPEAKE QUARTER)**

Mailing address: 3107 North Charles Street, Baltimore, Maryland 21218  
Meeting place: 3107 North Charles Street, Baltimore, Maryland 21218  
Wheelchair accessible  
Hearing assistance system available  
Telephone: 410-235-4438 – Meeting Office  
Web site: [www.homewoodfriends.org](http://www.homewoodfriends.org)  
E-mail: [homewoodfriends@verizon.net](mailto:homewoodfriends@verizon.net)  
First Day schedule: Worship: 10:30am  
First Day School: 10:50am  
Business Meeting: Third First Day: 12:15pm  
Travel directions: On North Charles Street directly across from Baltimore Museum of Art Drive, and John Hopkins University, Homewood Campus  
Contacts: Clerk: George Amoss; Assistant Clerk: Susan Russell Walters; Treasurer: Megan Shook; Assistant Treasurer: Edward “Ned” Worth; Recording Clerk: Molly Mitchell and Kathryn Munnell; Recorder: Susan Russell Walters; Green Organizing and Action Team (GOAT): Vacant; Indian Affairs: joint with Stony Run; Ministry & Counsel: Donna McKusick; Nominating: Mina Brunyate; Baltimore Quaker Peace & Justice: joint with Stony Run; Religious Education: John McKusick; Trustees: Bess Keller and Susan Russell Walters (finance matters); Newsletter Editor: Mina Brunyate; Yearly Meeting Representative: Vacant.

## HOPEWELL CENTRE MONTHLY MEETING

- Mailing address: 604 Hopewell Road, Clearbrook, Virginia 22624  
Meeting place: Hopewell Meeting House—604 Hopewell Road, Clearbrook, Virginia 22624  
Centre Meeting House—203 North Washington Street, Winchester, VA  
Wheelchair accessible  
No hearing assistance system
- Telephone: 540-667-9114 – Hopewell Meeting House  
Web site: [hopecentre.quaker.org](http://hopecentre.quaker.org)  
First Day schedule: Worship: 10:00am  
First Day School: 11:30am  
Fourth First Day meeting is at Centre Meeting House
- Business Meeting: Second First Day: 11:30am  
Travel directions: Hopewell Meeting House: Clearbrook is seven miles north of Winchester. From I-81, take Clearbrook exit #321, turn west on Hopewell Road. The Meeting House is about one mile on the left.  
Centre Meeting House: Downtown Winchester at 203 North Washington Street at the corner of Washington and Piccadilly Streets.
- Contacts: Clerk: Betty McCormick; Assistant Clerk: Richard “Dick” Bell; Treasurer: James “Jim” Riley; Assistant Treasurer: Anne Bacon; Recording Clerk: Daniel “Dan” Riley; Assistant Recording Clerk: Richard “Dick” Bell; Advancement & Outreach: Margaret “Margie” Riley; Ministry & Counsel: Richard “Dick” Bell; Pastoral Care: Pamela “Pam” Hambach; Peace and Social Concerns: Julia Storberg-Walker; Religious Education: Vacant; Stewardship & Finance: James “Jim” Riley; Newsletter Editor: Michele Christopher; Yearly Meeting Representative: James “Jim” Riley.

## LANGLEY HILL FRIENDS MEETING

- Mailing address: 6410 Georgetown Pike, McLean, Virginia 22101  
Meeting place: 6410 Georgetown Pike, McLean, Virginia 22101  
Wheelchair accessible meeting room  
Hearing assistance system available 72 to 76 MHz
- Telephone: 703-442-8394 – Meeting House  
Web site: [www.langleyhillquakers.org](http://www.langleyhillquakers.org)  
E-mail: [langleyhill@freelists.org](mailto:langleyhill@freelists.org)  
First Day schedule: Worship: 10:00am, 9:30am on second First Day  
First Day School: 10:30am (nursery at 10:00am)
- Business Meeting: Second First Day: 10:30am at the rise of Meeting  
Travel directions: From Washington: cross Chain Bridge and turn right onto Route 123; continue two miles to the well-marked right turn onto Route 193 (Georgetown Pike); follow Georgetown Pike six-tenths of a mile to the Meeting House on the right.  
From the Beltway: leave the Beltway, turning east (toward Langley and Washington) onto Route 193 (Georgetown Pike); follow Georgetown Pike almost two miles to Meeting House on left.

Contacts: Clerk: Timothy “Tim” Hunt; Treasurer: Jessica Mott; Recording Clerk: Rebecca Rawls; Recorder: Ann Delorey; Care and Clearness: Walter Brown; Directors of the Corporation: Sean Beeny; Finance: Jessica Mott; Ministry & Worship: Sheila Bach; Nominating: Ann Delorey; Outreach: Oliver “Ollie” Moles and Richard “Rick” Post; Peace & International Outreach: Donna Williams; Religious Education: Alan Swanson; Social Concerns: Elaine Williams; Newsletter Editor: Eleanor “Lane” Post; Yearly Meeting Representative: Jeanette Smith.

### **LITTLE BRITAIN MONTHLY MEETING (NOTTINGHAM QUARTER)**

Mailing address: c/o Linda Coates, Clerk, 126 South Fulton Street, Strasburg, PA 17579

Meeting places: See listings for Eastland and Penn Hill Preparative Meetings  
Hearing assistance available-microphone and speaker

Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/pa\\_meetings/littlebritain](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/littlebritain)

First Day schedule: See listings for Eastland and Penn Hill Preparative Meetings

Business Meeting: Third First Day, at rise of Meeting, (February, April, June, October and November at Eastland) (January, March, May, July, September and December at Penn Hill) (August at Drumore)

Travel directions: See listings for Eastland and Penn Hill Preparative Meetings

Contacts: Clerk: Linda Coates; Treasurer: Edward “Ed” Kelley; Membership Clerk: Mary Kirk; Ministry & Pastoral Care: Mark Brabson; Yearly Meeting Representative: Linda Coates.

### **LITTLE FALLS MEETING OF FRIENDS (CHESAPEAKE QUARTER)**

Mailing address: PO Box 240, Fallston, Maryland 21047

Meeting place: 719 Old Fallston Road, Fallston, Maryland 21047

Wheelchair accessible

No hearing assistance system

Telephone: 410-941-9796 – Meeting House

Web site: [littlesfallsfriends.org](http://littlesfallsfriends.org)

E-mail: [littlesfalls.clerk@gmail.com](mailto:littlesfalls.clerk@gmail.com)

First Day schedule: Worship: 10:30am

First Day School: 10:45am

Adult First Day: 11:15am

Business Meeting: First First Day: 11:15am

Travel directions: At intersection of either Interstate 95 or US 1 and Route 152, go west on Maryland 152. Cross MD 147 (Harford Road) and turn left at second light. This will be Old Fallston Road after passing school complex. Little Falls Meeting is about 3/4 mile on the left.

Contacts: Clerk: Elizabeth “Beth” Harlan and Christen Sullivan; Treasurer: Janet Zimmerman; Recording Clerk: Christen Sullivan; Care and Concerns: Beth Babikow; Peace & Social Concerns: Vacant; Religious Education: Alice Remsberg (adult) & Elizabeth “Beth” Harlan (children); Board of Trustees: Edwin Remsberg and John Sullivan; Communications: Alice Remsberg; Yearly Meeting Representative: Vacant.

## **LYNCHBURG INDULGED MEETING (ROANOKE)**

Mailing address: c/o Heidi Koring, 108 Warren Avenue, Lynchburg, Virginia 24501  
Meeting place: Lynchburg College Spiritual Life Center, 500 Westwood Avenue, Lynchburg, Virginia  
Not wheelchair accessible  
No hearing assistance system  
Telephone: 804-847-4301 - Convener  
Web site: [www.roanokequakers.org](http://www.roanokequakers.org)  
First Day schedule: Worship: 10:30am  
Travel directions: Call convener.  
Contact: Convener: Heidi Koring; Yearly Meeting Representative: Jacquelyn "Jackie" O'Neill.

## **MATTAPONI FRIENDS MEETING**

Mailing address: c/o Miriam Maloney, Dayspring Farm, 942 Buena Vista Rd, Cologne, Virginia 23156  
Meeting place: Dayspring Farm, 942 Buena Vista Road, Cologne, Virginia 23156  
Building is wheelchair accessible; bathroom is not  
No hearing assistance system  
Telephone: 804-785-9401  
Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/va\\_meetings/mattaponi/](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/mattaponi/)  
E-mail: [dayspringfarm@aol.com](mailto:dayspringfarm@aol.com)  
First Day schedule: Worship: 10:00am  
Business Meeting: First First Day, after the rise of Meeting.  
Travel directions: From Charlottesville, take Route 64 East to Richmond. Just before Richmond, take 295 North and East around Richmond.  
\*Stay on 295 until exit for Route 64. Take 64 East towards Williamsburg and Norfolk. Stay on 64 East until the first West Point exit. That will put you on Route 33. Go through the town of West Point after approximately eight to nine miles. After another five to six miles, at the intersection of Route 33 and Route 14 E, turn right. You will be turning right towards Gloucester. After 1/2 mile, the farm is on the right. It is a big white farm house and you will see a sign for Dayspring Farm.  
From Baltimore or D.C., take Interstate 95 South, through Fredericksburg, all the way to Route 295. Take 295 East towards Williamsburg and Norfolk. Follow directions from \*.  
Contacts: Clerk: Steven "Steve" Griswold; Treasurer: Charles "Charlie" Maloney; Recording Clerk: Sarah Lavicka; Yearly Meeting Representative: Vacant.

## **MAURY RIVER FRIENDS MEETING**

- Mailing address: PO Box 582, Lexington, Virginia 24450  
Meeting place: 34 Waterloo Road, Lexington, Virginia 24450  
Wheelchair accessible  
No hearing assistance system
- Web site: [www.quakercloud.org/cloud/maury-river-friends-meeting](http://www.quakercloud.org/cloud/maury-river-friends-meeting)  
E-mail: [news@mauryriverfriends.us](mailto:news@mauryriverfriends.us)
- First Day schedule: Worship: 10:00am; adult discussion 11:30am  
First Day School: 10:00am with children joining Meeting at 10:40am
- Business Meeting: Fourth First Day: 11:30am; potluck follows
- Travel directions: From I-81, take I-64 West to exit #50 (Kerrs Creek). At the top of the exit ramp, turn left, crossing over I-64. At the next intersection, turn right onto State Route 850 (W. Midland Trail). Travel west four miles through farmland to State Route 629 (Waterloo Drive). Turn left. The Meeting House is on the right just across the bridge.
- Contacts: Clerk: Margaret “Peggy” Dyson-Cobb; Treasurer: Philip Hyre; Recording Clerk: Daphne Raz; Records Clerk: Philip Hyre; Advancement & Outreach: John White; Finance & Facilities: Eli Fishpaw; Ministry and Counsel: Margaret “Peggy” Dyson-Cobb; Nominating: Daphne Raz; Peace & Justice: Kathleen “Kathy” Fox; Religious Education: Mary Barnes; Yearly Meeting Representative: Vacant.

## **MENALLEN MONTHLY MEETING (WARRINGTON QUARTER)**

- Mailing address: PO Box 29, Biglerville, Pennsylvania 17307  
Meeting place: 1107 Carlisle Road (PA Rt. 34), Biglerville, Pennsylvania  
Wheelchair accessible  
No hearing assistance system
- Telephone: 717-677-6078 - Meeting House  
Web site: [www.menallenfriends.org](http://www.menallenfriends.org)
- First Day schedule: Worship: 10:30am  
First Day School: 10:30am
- Business Meeting: Second First Day of the month, following Meeting for Worship
- Travel directions: The Meeting is about ten miles north of Gettysburg, Pennsylvania, on PA Rt. 34. Passing through Biglerville, go two and a half miles past two traffic lights. The Meeting House is on the right.
- Contacts: Clerk: Christopher “Chris” Fee; Treasurer: Vacant; Ministry & Pastoral Care: Barclay Brooks; Religious Education: Allison Singley-Fee; Stewardship & Finance: Vacant; Yearly Meeting Representative: Dave French.

## **MIDLOTHIAN FRIENDS MEETING**

- Mailing address: PO Box 1003, Midlothian, Virginia 23113  
Meeting place: 900 Preservation Road, Midlothian, Virginia 23113  
Wheelchair accessible  
No hearing assistance system
- Telephone: 804-744-2657  
Web site: [www.midlothianfriends.org](http://www.midlothianfriends.org)  
E-mail address: [quaker\\_town\\_crier@msn.com](mailto:quaker_town_crier@msn.com)
- First Day schedule: Worship: 11:00am; Circle of Friends: 10:15am  
First Day School: 11:15 am on second and fourth First Days
- Business Meeting: Second First Day: 11:00am
- Travel directions: From North and West: From Virginia Route 288, take the Huguenot Trail/Robious Road (Route 711) Exit. Turn right at end of ramp onto Huguenot Trail Road. Go about 1 mile west to the turnoff for Huguenot Springs Road. Go south on Huguenot Springs Road. Go about 1.6 miles on Huguenot Springs Road and turn right onto gravel road across from “School Bus Stop” sign. Meeting House is first on left. (Gray Cape Cod)  
From South and Southwest: From Virginia Route 288, go west on Route 60/Midlothian Turnpike for 2 miles. Take turnoff for Huguenot Springs Road (Route 607) on right. Go north on Huguenot Springs Road for 2 miles. 1 mile after entering Powhatan County, turn left onto gravel road across from “School Bus Stop” sign. Meeting House is first on left. (Gray Cape Cod)
- Contacts: Clerk: Brian McCutcheon; Assistant Clerk: David Stocker; Treasurer: Ann Duncan; Recording Clerk: Stephen Long; Care and Community: Jane Roberson; Financial Stewardship/Trustees: Ann Duncan; Nominating: Thomas “Tom” DeWeerd; Peace and Social Action: Roselle Clark; Religious Education: Laura Clark and Olivia Duncan; Spiritual Nurture: David Clark; Email notifications: Howard Brod; Yearly Meeting Representative: Thomas “Tom” DeWeerd.

## **MONONGALIA FRIENDS MEETING**

- Mailing address: PO Box 441, Morgantown, West Virginia 25607-0441  
Meeting place: 648 East Brockway, Morgantown, West Virginia 26501  
Wheelchair accessible  
No hearing assistance system
- Telephone: 304-599-8233  
Web site: [monquakers.wordpress.com](http://monquakers.wordpress.com)  
E-mail address: [monquakers@gmail.com](mailto:monquakers@gmail.com)
- First Day schedule: Worship: 11:00am  
First Day School: 11:00am
- Business Meeting: Third First Day: 9:30am
- Contacts: Clerk: Catherine Tall and Geoffrey Hilsabeck; Assistant Clerk: James “Jim” Syphers; Treasurer: James “Jim” Siekmeier; Recording Clerk: Geoffrey “Geoff” Hilsabeck; Recorder: James “Jim” Syphers; Ad-

vancement & Outreach: Committee of the whole; Ministry & Oversight: Vacant; Nominating: Vacant; Peace & Social Concerns: Vacant; Religious Education: Vacant; Stewardship & Finance: Vacant; Newsletter Editor: Vacant; Interim Meeting Representative: Vacant.

### **NORFOLK PREPARATIVE MEETING (WILLIAMSBURG)**

Mailing address: 518 New Jersey Avenue, Norfolk, Virginia 23508  
Meeting place: location varies: call 757-627-6317 or 757-624-1841  
Not wheelchair accessible  
No hearing assistance system  
Telephone: 757-627-6317 or 757-624-1841  
Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/va\\_meetings/norfolk/](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/norfolk/)  
E-mail address: [joanvmoore@mac.com](mailto:joanvmoore@mac.com)  
First Day schedule: Worship: 10:00am  
Business Meeting: First First Day, following Meeting for Worship  
Travel directions: Call 757-627-6317 or 757-624-1841 for directions  
Contacts: Clerk: Grace P. Tazewell; Treasurer: Andrew “Andy” Conlon; Recording Clerk: Nancy Milner; Yearly Meeting Representative: Vacant.

### **NOTTINGHAM MONTHLY MEETING (NOTTINGHAM QUARTER)**

Mailing address: 260 South Third Street, Oxford, Pennsylvania 19363  
Meeting place: Oxford Friends Meeting House, 260 South Third Street, Oxford, Pennsylvania 19363  
Wheelchair accessible  
No hearing assistance system  
Telephone: 484-758-0750  
Web site: [www.oxfordfriends.org](http://www.oxfordfriends.org)  
E-mail: [info@oxfordfriends.org](mailto:info@oxfordfriends.org)  
First Day schedule: Worship: 10:30am (both Oxford and The Brick Meeting Houses)  
First Day School: 9:30am  
Business Meeting: Second First Day: 9:30am, when scheduled  
Travel directions: Take PA Route 472 exit from US Route 1. Turn onto Route 472, also known as Lancaster Avenue (from north a left turn and from south a right turn). Continue about one mile, bear right at a church to a stop light. Turn right at that light onto Third Street and continue through the next light. The Meeting House is on the right about midway in the block  
Contacts: Clerk: Gail Pietrzyk; Treasurers: Anna Stanton & David Ross; Recording Clerk: Janet Eaby; Recorder: Anna Stanton; Communications and Outreach: Vacant; Ministry & Counsel: Vacant; Nominating: Committee of the whole; Religious Education: Committee of the whole; Stewardship & Finance: Vacant; Newsletter Editor: Vacant; Yearly Meeting Representative: Douglas “Doug” Eaby.

## **PATAPSCO FRIENDS MEETING (CHESAPEAKE QUARTER)**

Mailing address: 2331 Calvin Circle, Ellicott City Maryland 21042

Meeting place: 2331 Calvin Circle, Ellicott City, Maryland 21042

Wheelchair accessible

No hearing assistance system

Telephone: 410-465-6554

Web site: [www.patapscofriends.com](http://www.patapscofriends.com)

E-mail: [patapsco.friends.meeting@gmail.com](mailto:patapsco.friends.meeting@gmail.com)

First Day schedule: Worship: 10:30am

First Day School: 10:30am

Business Meeting: First First Day: 12:00pm

Travel directions: Take Route 29 North to the end. Turn left onto Old Frederick Road (also known as Route 99). Take first right onto Mt. Hebron Drive. Take second left onto Calvin Circle. Please park on the street, not in the church parking lot. Mt. Hebron House is across the parking lot from the church.

Contacts: Clerk: Eileen Stanzione; Assistant Clerk: Susan "Susannah" Rose; Treasurer: William "Bill" Wilson; Recorder: Kenneth "Ken" Stockbridge; Recording Clerk: Bethanne Kashkett; Advancement & Outreach: Phillip Capon; Ministry & Care: Karen Moore and Bethanne Kashkett; Nominating: William "Bill" Mitchell; Peace & Social Concerns: Linda Pardoe and Leslie Bechis; Religious Education: Jennifer Winters; Unity with Nature: Jeffrey "Jeff" Soulen and Jean Pfefferkron; Newsletter Editor: Ramona Buck; Yearly Meeting Representative: Karen Moore.

## **PATUXENT FRIENDS MEETING (CHESAPEAKE QUARTER)**

Mailing address: PO Box 536, Lusby, Maryland 20657

Meeting place: 12175 Southern Connector Boulevard, Lusby, Maryland 20657

Wheelchair accessible

No hearing assistance system

Telephone: 410-394-1233

Web site: [www.patuxentfriends.org](http://www.patuxentfriends.org)

First Day schedule: Worship: 10:00am

First Day School: 10:00am

Business Meeting: First First Day: 11:30am

Travel directions: From the North on MD Route 4: Passing Rousby Hall Road to Lusby Town Center, continue 0.7 miles South and turn left on the Southern Connector Boulevard. Proceed to the traffic circle and go half-way around, exiting to the east and continuing a very short distance on the Southern Connector Boulevard. The first driveway on the right will take you past our annex to the meeting house parking area.

Contacts: Clerk: Karen Horton; Treasurer: Timothy "Tim" Keck; Recording Clerk: Richard "Dusty" Rhoades and Timothy "Tim" Keck; Recorder: Bruce Perrygo; Budget & Finance: Vacant; Ministry & Counsel: Kimberly "Kim" Keck; Nominating: Karen Horton; Peace & Social Action: Vacant; Religious Education: Vacant; Trustees: Vacant; Yearly Meeting Representative: James Cusick.

## **PENN HILL PREPARATIVE MEETING (LITTLE BRITAIN)**

- Mailing address: c/o Sarah Brabson, 443 Little Britain Road South, Peach Bottom, Pennsylvania 17563.
- Meeting places: 2239 Robert Fulton Highway, Peach Bottom, Pennsylvania.  
Wheelchair accessible  
Hearing assistance available-microphone and speaker
- Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/pa\\_meetings/pennhill](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/pennhill)
- First Day schedule: Worship: 11:00am  
First Day School: 10:00am
- Business Meeting: See listing for Little Britain Monthly Meeting.
- Travel directions: Nine miles north of US Route 1 on US Route 222 at Wakefield, Pennsylvania; 200 feet south of the split of US Route 222 and PA Route 272. Look for red brick Meeting House on east side of roadway behind iron fence.
- Contacts: Clerk: Sarah Brabson; Yearly Meeting Representative: Vacant.

## **PIPE CREEK FRIENDS MEETING (WARRINGTON QUARTER)**

- Mailing address: PO Box 487, Union Bridge, Maryland 21791-0487
- Meeting place: 455 Quaker Hill Road, Union Bridge, Maryland  
Wheelchair accessible  
No hearing assistance system
- Telephone: 410-374-1933
- E-mail: [frankandei1913@gmail.com](mailto:frankandei1913@gmail.com)
- First Day schedule: Worship: 10:00am
- Business Meeting: First First Day: 11:30am
- Travel directions: From Main Street (MD75) in Union Bridge turn east on East Locust Street, cross the railroad tracks, and go up the hill. Bear right at the fork; the Meeting House is 0.2 mile on the right.
- Contacts: Clerk: Frank Reitemeyer and Anita Virkus; Treasurer: Theodore "TR" Wailes; Recording Clerk: Lisa Mowers; Assistant Recording Clerk: Wilbur Wright; Recorder: William "Bill" Powel; Peace & Social Concerns: Frank Reitemeyer; Yearly Meeting Representative: Vacant.

## **RICHMOND FRIENDS MEETING**

- Mailing address: 4500 Kensington Avenue, Richmond, Virginia 23221
- Meeting place: 4500 Kensington Avenue, Richmond, Virginia 23221  
Wheelchair accessible  
Hearing assistance system
- Telephone: 804-358-6185 – Meeting House
- Web site: [www.richmondfriendsmeeting.org](http://www.richmondfriendsmeeting.org)
- E-mail: [clerkofmeeting@richmondfriends.org](mailto:clerkofmeeting@richmondfriends.org)
- First Day schedule: Worship: 9:30am and 11:00am  
First Day School: 11:20am
- Business Meeting: Third First Day: 11:00am - 12:30pm
- Travel directions: From the north, take I-95 to Exit 79. Take I-195 South for one and one-half miles and exit at Broad Street/US Route 250. Go right/west

on Broad/250 one-half mile to Commonwealth (second traffic light). Go left/south on Commonwealth 12 blocks to Kensington. The Meeting House is on the corner of Kensington and Commonwealth Avenues.

Contacts: Clerk: Tracey Cain; Assistant Clerk: Rita Willett; Treasurer: Scott Morrison; Assistant Treasurer: James “Ted” Heck; Recorder: Clarisse Harton; Recording Clerks: Catherine Roseberry and Diane Bowden; Adult Spiritual Education: Lynda Perry; Care & Counsel: Katherine “Kelly” Kennedy-DiPasquale; Financial Stewardship: Laura Goren; Ministry & Worship: Denna Joy; Nominating: Clarisse Harton; Peace & Social Concerns: Roni Kingsley; Religious Education: Barbara “Barb” Adams; Newsletter Editor: Diane Bowden and Don Miller; Yearly Meeting Representative: Denna Joy.

## **ROANOKE FRIENDS MEETING**

Mailing address: 505 Day Avenue SW, Roanoke, Virginia 24016

Meeting place: 505 Day Avenue SW, Roanoke, Virginia 24016

Wheelchair accessible

No hearing assistance system

Telephone: 540-723-1131 – Meeting House

Web site: [www.roanokequakers.org](http://www.roanokequakers.org)

First Day schedule: Worship: 10:30am

First Day School: 10:30am

Business Meeting: Third First Day, at rise of Meeting for Worship

Contacts: Clerk: Anthony “Tony” Martin; Treasurer: Letty Collins; Recording Clerk: Michael “Mike” Heller; Recorder: Edmund “Mac” Broussard; Advancement & Outreach: Kimberly “Kim” Millirones; Ministry & Counsel: Rotates among members; Nominating: Patricia “Patsy” Martin and Judith “Judy” Marlow; Peace & Social Concerns: Herbert “Herb” Beskar; Religious Education: Edmund “Mac” Broussard; Stewardship & Finance: Letty Collins; Newsletter Editor: Virginia “Jenny” Chapman; Yearly Meeting Representative: Jacquelyn “Jackie” O’Neill.

## **SANDY SPRING FRIENDS MEETING (CHESAPEAKE QUARTER)**

Mailing address: 17715 Meeting House Road, Sandy Spring, Maryland 20860

Meeting place: 17715 Meeting House Road, Sandy Spring, Maryland 20860

Wheelchair accessible

Hearing assistance system available

Telephone: 301-774-9792 – Community House

Web site: [www.sandyspring.org](http://www.sandyspring.org)

E-mail: [office@sandyspring.org](mailto:office@sandyspring.org)

First Day schedule: Worship: 9:00am and 11:00am (except first First Day), Fifth Day 7:30pm

First Day School: 11:20am (except first First Day)

Business Meeting: First First Day: 10:15am

Travel directions: Sandy Spring is in Montgomery County on Route 108, between Ash-

ton and Olney. Turn south from Route 108 across from the Post Office onto Meeting House Road. The Meeting House is the last building on the parking circle.

Contacts: Clerk: Samuel “Sam” Garman; Assistant Clerk: Eleanor “Nora” Fisher; Treasurer: Howard Zuses; Recording Clerk: Anna Marsh; Recorder: Susan Brown; Advancement & Outreach: David Blaufarb; Finance: Gerald “Gerry” Hurley; Friends in Unity with Nature: Munro Meyersburg; Marriage & Family Relations: Vacant; Membership & Spiritual Care: Kevin Caughlan; Ministry & Counsel: Linda Garrettson and Susan Brown; Nominating: Brooke Carroll and Leah Niepold; Peace: Bette Hoover; Religious Education: Catherine Stratton-Treadway; Social Concerns: Catherine “Cathy” Schairer; Trustees: Jonathan Glass; Newsletter Editor: Rosalind Zuses; Yearly Meeting Representatives: Deborah “Debbie” Legowski, and Wayne Finegar.

### **SHEPHERDSTOWN FRIENDS MEETING (WARRINGTON QUARTER)**

Mailing address: PO Box 1364, Shepherdstown, West Virginia 25443  
 Meeting place: Shepherdstown Train Station, corner of German Street and Audrey Egel Drive, Shepherdstown, West Virginia  
 Telephone: 304-584-3126  
 Web site: [shepherdstownfriends.org](http://shepherdstownfriends.org)  
 E-mail: [shepherdstownquakers@gmail.com](mailto:shepherdstownquakers@gmail.com)  
 First Day schedule: Worship: 10:30am  
 Business Meeting: Second First Day, following Meeting for Worship.  
 Contact: Clerk: Vacant; Treasurer: William “Bill” Telfair; Recording Clerk: Susan “Sue” Silver; First Day School: Janet Harrison; Ministry & Oversight: Caroline McLeod and William “Zakee” McGill; Peace and Social Concerns: Garrett Moran and William “Zakee” McGill; Stewardship and Finance: Kristin Loken; Yearly Meeting Representative: Vacant.

### **STATE COLLEGE FRIENDS MEETING (CENTRE QUARTER)**

Mailing address: 611 East Prospect Avenue, State College, Pennsylvania 16801  
 Meeting place: 611 East Prospect Avenue, State College, Pennsylvania 16801  
 Wheelchair accessible  
 Hearing assistance system available  
 Telephone: 814-237-7051 – Meeting House  
 Web site: [www.statecollegefriends.org](http://www.statecollegefriends.org)  
 E-mail: [office@statecollegefriends.org](mailto:office@statecollegefriends.org)  
 First Day Schedule: Worship: 11:00am  
 First Day School: 10:45am  
 Business Meeting: First First Day: 9:00am  
 Travel directions: From Harrisburg use 322W. Use Business Route 322 into State College. Turn right (north) on University Drive; go 1.2 miles. Turn left (west) on East Prospect Avenue. Go one block to the Meeting House. From Huntingdon, Pennsylvania, use Route 26 to University Drive and turn south.

Contacts: Clerk: Gary Fosmire; Assistant Clerk: Polly Dunn; Treasurer: Constance “Connie” Wheeler; Recording Clerk: Margaret “Margy” Frysinger; Recorder: Margaret “Margy” Frysinger; Advancement & Outreach: Vacant; Care & Concern: Martin Melville and Lynne Grutzeck; Finance: Kerry Wiessmann; Nominating: Gary Fosmire and Lynne Grutzeck; Peace & Social Action: Rotates among committee members; Religious Education: Rebecca “Becky” Misangyi; Newsletter Editor: Marianne Stevens, Deryn Verity, and Renee Crauder; Yearly Meeting Representative: Vacant.

## **TAKOMA PARK PREPARATIVE MEETING (ADELPHI)**

Mailing address: PO Box 11365, Takoma Park, Maryland 20913  
Meeting place: Dance Exchange, 7117 Maple Avenue, Takoma Park, Maryland  
Wheelchair accessible  
No hearing assistance system  
Telephone: 301-588-2724 – messages only  
Web site: [www.takomaparkfriends.org](http://www.takomaparkfriends.org)  
First Day schedule: Worship: 11:00am (second hours occasionally follow Meeting)  
Business Meeting: Fourth First Day, following meeting for worship.  
Contacts: Clerk: Arthur David Olson; Treasurer: Anna Patricia “Tricia” Crocker; Recording Clerk: Victor Thuronyi; Religious Education: John Knight; Yearly Meeting Representative: Vacant.

## **VALLEY FRIENDS MEETING**

Mailing address: PO Box 781, Dayton, VA 22821  
Meeting place: 363 High Street, Dayton, Virginia 22821  
Wheelchair accessible  
No hearing assistance system  
Telephone: 540-350-2765 – Clerk  
Web site: [valleyfriends.org](http://valleyfriends.org)  
First Day schedule: Worship: 10:00am, followed by potluck meal on first First Day  
First Day School: 10:00am  
Adult Religious Education: third and fourth First Day  
Business Meeting: Second First Day, at the rise of Meeting.  
Travel directions: Call 540-433-7291 or see website  
Contacts: Clerk: Jo Walter “JW” Spear; Assistant Clerk: Rose Longworth; Treasurer: Samuel “Sam” Moore; Assistant Treasurer: Martha Merz; Recording Clerk: Doris Martin; Assistant Recording Clerk: Pamela “Pam” Cook; Recorder: Beverly “Bev” Moore; Carbon Footprint: Charles “Dave” Pruet; Communications, Hospitality, & Outreach: Faith Spear; Finance & Property: Sam Moore and Martha Merz; Ministry, Worship and Care: Doris Martin; Nominating: Vacant; Peace and Social Concerns: Elizabeth “Eliza” Hoover and Donna Detrich; Newsletter Editor: Lois Crawford; Yearly Meeting Representatives: Donald “Don” Crawford and Lois Crawford.

## **WARRINGTON MONTHLY MEETING (WARRINGTON QUARTER)**

Mailing address: c/o Stan Jones, Clerk, 1040 Old Mountain Road, Dillsburg, Pennsylvania 17019

Meeting place: 7790 Quaker Meeting Road, Wellsville, Pennsylvania  
Wheelchair accessible (portable ramp)  
No hearing assistance system

Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/pa\\_meetings/warrington](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/warrington)

First Day schedule: Worship: 11:00am

Business Meeting: First First Day of the month: 11:45am

Travel directions: Near Wellsville, Pennsylvania, about 14 miles northwest of York, on Carlisle Road (PA 74). The Meeting House is at the intersection of Carlisle Road and Quaker Meeting Road.

Contacts: Clerk: Stanley "Stan" Jones; Treasurer: Joan Clippinger; Recording Clerk: Elizabeth "Betsy" Staz; Ministry & Counsel: Joan Clippinger; Religious Education: Deanna "Dee" Swope; Yearly Meeting Representative: Vacant.

## **WEST BRANCH MONTHLY MEETING (CENTRE QUARTER)**

Mailing address: c/o William Thorp, Clerk, 178 Nellie's Road, Grampian, Pennsylvania 16838

Meeting place: 415 First Street, Grampian, Pennsylvania 16838  
Wheelchair accessible for Meeting Room. Bathrooms downstairs are not.  
No hearing assistance system

Telephone: 814-236-9776

Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/pa\\_meetings/westbranch](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/westbranch)

First Day schedule: Worship: 11:00am  
First Day School: 10:00am

Business Meeting: At the call of the Clerk.

Travel directions: On US 219, 12 miles southwest of Clearfield, Pennsylvania.

Contacts: Clerk: William Thorp; Treasurer: Adam McGary; Recording Clerk: Donna McGary; Recorder: Susan "Sue" Johnson; Ministry & Counsel: Dorothy McCracken; Outreach: Nancy Wriglesworth; Peace & Social Concerns: Mike Rancik; Religious Education: Lori Rancik; Yearly Meeting Representative: Walter "Walt" Fry.

## **WILLIAMSBURG FRIENDS MEETING**

Mailing address: PO Box 1034, Williamsburg, Virginia 23187-1034

Meeting place: Fahs House, 3051 Ironbound Road, Williamsburg, Virginia 23188  
Wheelchair accessible  
No hearing assistance system

Voice Mail: 757-887-3108

Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/va\\_meetings/williamsburg/](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/williamsburg/)  
[clerk@williamsburgfriends.org](mailto:clerk@williamsburgfriends.org)

E-mail: [clerk@williamsburgfriends.org](mailto:clerk@williamsburgfriends.org)

First Day schedule: Worship, 10:00am; Second Hour Forum, 11:30am; First Day School, 10:15am

- Business Meeting: Second First Day: 11:30am, with potluck following.  
Travel directions: The Montessori School can be reached from the Longhill Road exit off Route 199. Once on Longhill Road going away from Williamsburg, the school is two miles on the right.
- Contacts: Clerk: Thayer Cory; Treasurer: Elizabeth Miller; Recording Clerk: Margaret “Maggie” DeTar-Lavellee; Recorder: Pamela “Pam” Tyng; Finance: Vacant; Ministry & Worship: Elizabeth “Betsy” Krome; Nominating: Thayer Cory; Outreach: Vacant; Peace & Social Concerns: Keith Robinson; Religious Education: Deanna Rote; Trustees: Pamela “Pam” Tyng; Newsletter Editor: Elizabeth “Betsy” Krome and Susan van Dyke; Yearly Meeting Representative: Vacant.

## **YORK FRIENDS MEETING (WARRINGTON QUARTER)**

- Mailing address: 135 West Philadelphia Street, York, Pennsylvania 17401  
Meeting place: 135 West Philadelphia Street, York, Pennsylvania 17401  
Wheelchair accessible  
No hearing assistance system
- Telephone: 717-814-8437  
Web site: [www.yorkquakermeeting.org](http://www.yorkquakermeeting.org)  
E-mail: [yorkfriendsmeeting1@gmail.com](mailto:yorkfriendsmeeting1@gmail.com)
- First Day schedule: Worship: 11:00am;  
9:30am Worship Sharing/Discussion
- Business Meeting: First First Day: 9:00am
- Travel directions: **From the North:** I-83 to Exit 22, N. George Street (I-83 Business); Follow George Street into town; Turn right on Philadelphia Street; Go 2 blocks, Meeting House will be on your right.  
**From the South:** I-83 to Exit 15, South George Street (I-83 Business); Follow George Street into town; Turn left onto West Princess Street; Take first right onto South Beaver Street; Turn left onto West Philadelphia Street; Go 1/2 block, Meeting House will be on your right.  
**From the East or West:** US. 30 to N. George Street(I-83 Business); Follow George Street into town; Turn right on Philadelphia Street; Go 2 blocks, Meeting House will be on your right.
- Contacts: Clerk: Susan “Sue” Hunter; Assistant Clerk: David “Dave” Fitz; Treasurer: Harry “Scotty” Scott; Assistant Treasurer: Matthew “Matt” Schultheis; Recorder: Patricia “Pat” Long; Recording Clerk: Shannon Grimm; Adult Religious Education: Colleen Shields; First Day School: Dorothy Shumway; Ministry & Counsel/Community Life: David “Dave” Fitz; Nominating: Lamar Matthew; Peace & Social Concerns: David Dietz; Stewardship & Finance: Patricia “Pat” Long; Yearly Meeting Representative: Vacant.

## IMPORTANT MINUTES OF BALTIMORE YEARLY MEETING

The following minutes are the major minutes of Baltimore Yearly Meeting of the Religious Society of Friends (BYM) approved since the consolidation of Baltimore Yearly Meeting of Friends, Homewood (Orthodox) and Baltimore Yearly Meeting of Friends, Stony Run (Hicksite) in 1967. For the sake of brevity, only the subject is given. They are referenced by year, Representative Meeting (RM), Interim Meeting (IM) or Yearly Meeting (YM), page in Yearbook, and, number of minute (#).

**1967** “Thereupon Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) each separately approved the Articles of Consolidation. This action, to become effective January 1, 1968, draws together in one body our members torn asunder one hundred and forty years ago” (YM, p3).

**1968** Report of the Yearly Meeting Trustees recommending that the Executive Committee proceed with the construction of the Yearly Meeting office and residence of the Executive Secretary in Sandy Spring (YM, p7, #40).

**1968** General Epistle of the Baltimore Yearly Meeting. “In our 297th annual session, when we are once again a united Yearly Meeting after a separation of 140 years, we experience joyous feeling of unity and fellowship” (YM, #21).

**1968** Statement Regarding the Selective Service System (YM, #22).

**1969** The Executive Committee and Trustees to proceed with the signing of the building contract and the borrowing of the necessary funds to complete the office-residence with all reasonable speed (YM, p10, #26).

**1969** A concern that there is need for a better dissemination of information about Yearly Meeting business and concerns (YM, p14, #37).

**1970** “With the moving of the Yearly Meeting office to the new building in Sandy Spring on May 12, the pattern of work for the executive secretary and office secretary has already begun to change” (YM, p43).

**1971** 300th Annual session of Baltimore Yearly Meeting. A history of Baltimore Yearly Meeting, 1672 - 1972, is being written by Bliss Forbush (YM, p2).

**1971** Bethesda was welcomed as a new Monthly Meeting (YM, p3, #5).

**1971** Executive Secretary suggested it was time to consider writing new Faith & Practice (YM, p4, #18).

**1972** Minute on the People’s Blockade was approved to support members and others who

attempt non-violently to prevent shipment of weapons of war (YM, p15, #66).

**1972** Young Friends minute supporting non-payment of taxes that go for war related purposes (YM, p15, #67).

**1972** Minute on Racism approved (YM, p17, #72).

**1973** Welcome to our new Meeting, Gettysburg Monthly Meeting, Pipe Creek and Gunpowder Meetings are part of both FUM and FGC (YM, p1).

**1973** Minute on Amnesty was approved (YM, p6).

**1973** Minute on disposition of real property was approved (YM, p12).

**1973** Minute on membership on Yearly Meeting committees was approved (YM, p14).

**1973** Minute of concern on espionage was approved to be sent to our Congresspersons (YM, p15).

**1973** The Meeting approved a minute from Young Friends on Sexuality (YM, pp16-17).

**1973** Minute on Implications of "Watergate" (YM, pp17-18).

**1974** Black Creek Meeting House and Parsonage in Sedley, VA, was sold. The proceeds are to be used in the Virginia Quarter area (YM, p3, #9).

**1974** Non-Friends may serve on a Yearly Meeting Committee if recommended by their Monthly Meeting (YM, p7, #26).

**1974** Homewood Friends Meeting accepted the Meeting at Columbia, MD, as a preparative Meeting (Executive Committee, p37, #73-46).

**1975** The deed transferring West Nottingham Meeting House and burial ground to the Cecil County Historical Society has been signed (YM, p2, #9).

**1975** Centre Monthly Meeting asked to be laid down. They have no property or burial ground. This was approved (YM, p3, #15).

**1975** Friends approved a minute concerning the long-standing and extensive problem of secret imprisonment and the torture, rape, and severe maltreatment of political prisoners throughout the world (YM, p13, #83).

**1975** Friends approved a minute deploring the abuse of working men and women, particularly migrant workers (YM, 16, #95).

**1975** Friends approved a minute opposing the sale of military arms (YM, p17, #100).

- 1976** Executive Committee recommended changing its name to Representative Meeting. This was approved (YM, 4, #13).
- 1976** New worship groups were reported in Washington, VA, Lynchburg, VA, and Reston, VA, and Westminster, MD. A Meeting is held once a month at Brick Meeting House, Calvert, MD (YM, p5, #18).
- 1976** Friends approved changing the Manual of Procedure to use “Clerk” and “Assistant Clerk” instead of “Chairman” and “Vice-Chairman” where appropriate (YM, p12, #77).
- 1976** Friends approved the recommendation of the Ad Hoc Committee on FUM/FGC Sections that they meet only on call as needed (YM, p3, #80).
- 1976** Four minutes brought by the Peace Committee were approved: 1) war and disarmament; 2) Continental Walk; 3) simplicity; and 4) conflict (YM, pp16-17, #92-95).
- 1976** Minute concerning torture brought by the Socio-Economic Coordinating Committee was approved (YM, p19, #98).
- 1976** A minute proposed by the Advancement & Outreach Committee pertaining to Meetings for Worship within penal institutions was approved (YM, p20, #105).
- 1977** Bethel Friends Meeting requested that their membership in Baltimore Yearly Meeting be transferred to North Carolina Yearly Meeting (FUM). They are closer physically to North Carolina Eastern Quarter. Friends approved this request with love and affection (YM, p2, #4).
- 1977** The Peace Committee brought forth a letter to President Carter warmly commending his decision to halt the B-1 bomber and urged him to do the same for the neutron bomb and cruise missile. The letter was approved (YM, p11, #53).
- 1977** A letter from the Peace Committee on the Genocide Treaty was approved. This will be sent to Senators (YM, p11, #54).
- 1978** The Socio-Economic Committee asked Baltimore Yearly Meeting to endorse and support a program entitled “Friends for Creative Conflict Resolution. This was approved and an appeal for funds was sent (YM, p6, #24).
- 1978** The Social Order Committee presented a minute concerning the Olympic Prison to be at the site of the 1980 Olympic games. The Committee opposes not only this prison but the whole prison system in this country. Friends approved the minute (YM, pp10-11, #50).
- 1978** Friends approved a minute brought by the Peace Committee on compulsory national

service (YM, 11, #51).

**1978** Friends approved a minute by the Peace Committee on the United Nations Special Session on disarmament (YM, p11, #53).

**1978** Minute from Langley Hill Meeting concerning the AFSC affirmative action program was approved (YM, p17, #87).

**1979** The Peace Committee presented a minute opposing the arms bazaar to be held in Washington. This was approved. (YM, pp7-8, #31).

**1979** The Meeting approved a minute opposing a Constitutional Amendment that would outlaw abortion (YM, p8, #34) (see p13, #65).

**1979** A minute on Affirmative Action in Employment was approved (YM, p10, #46).

**1979** Three minutes from the Peace Committee were approved: 1) against reinstating the draft registration; 2) to defeat part of the SALT II Treaty and ratify other parts; 3) against nuclear fission power plants (YM, pp11-12, #56).

**1979** Ministry & Counsel Committee set up a Yearly Meeting Counseling Service, allowing Friends to seek counseling at a minimum cost and subsidized by the Yearly Meeting (Report, 31).

**1979** Supervisory Committee approved a minute stating that a sojourning Friend would be accepted for membership on a committee (RM, p51, #79-7b).

**1980** Three new worship groups were mentioned: Reston, VA; Patuxent, MD; and Frostburg, MD (YM, p11, #48).

**1980** There is a new worship group in Frederick MD (YM, p15, #61).

**1980** A report on Meeting records was given. All records have been sent to the Maryland Hall of Records to be microfilmed and then deposited in the Friends Historical Library at Swarthmore College or the Quaker Collection in the Haverford College Library. They are to be open to all (YM, p16, #64).

**1981** The Meeting approved a minute on the Law of the Seas Treaty (YM, p12, #42).

**1981** The Clerk recognized several new Meeting groups: Williamsburg Worship Group, Reston Preparative, Patuxent Allowed, Frederick Worship Group, and Frostburg (YM, p20, #59).

**1981** A letter to President Ronald Reagan asking him to demonstrate a higher priority for peace and human need in his actions was approved (YM, p24, #70).

- 1981** The Circuit Court in Montgomery County overturned the Maryland Tax Court decision and restored full tax-exempt status for Yearly Meeting property (RM, p44, #81-2).
- 1981** Representatives Meeting approved a minute on our standards of appropriate behavior among Young Friends (RM, p40 in 1982 Yearbook, #82-4).
- 1982** A letter to President Reagan, U.S. and President Brezhnev, U.S.S.R. was sent along with 1000 paper cranes that had been folded at Yearly Meeting, 500 to each (YM, p16, #54).
- 1982** Friends approved a minute on military taxes (YM, p16, #55).
- 1982** Friends approved a minute on draft resistance (YM, p16, #57).
- 1983** There is a new Preparative Meeting in Harrisonburg, VA (YM, p2, #7).
- 1983** The Meeting approved a minute on asylum and refuge for illegal immigrants (YM, pp20-21, #68).
- 1984** The Meeting approved a minute welcoming contributions from Monthly Meetings and individuals for counselor scholarships (YM, p10, #35).
- 1984** One hundred and seventy-five years ago Baltimore Yearly Meeting helped start some Quarterly Meetings in Ohio (RM, p46, #84-27).
- 1985** A minute brought forth by the Stewardship Committee was approved stating the use of the Yearly Meeting mailing list to be used by Monthly Meetings, Quaker organizations, and BYM Committees (YM, pp15-16).
- 1985** The Meeting approved a minute brought forth by the Social Order Committee concerning Apartheid (YM, p18, #52).
- 1985** A revised minute from the Peace Committee was approved (YM, p18, #54).
- 1985** The Spiritual Formation program was set up under the Nurture and Recognition of Ministry (YM, p21, #68).
- 1985** Minute concerning remaining part of Friends United Meeting was read and approved (YM, p22, #73).
- 1986** A minute recommended by Representatives Meeting concerning BYM Young Adults was approved (YM, p2, #6).
- 1986** Friends approved a minute presented by the Peace Committee as the "Draft Registration Minute", otherwise known as the Solomon Amendment Minute (YM, pp15-16,

#59).

**1986** There was hearty approval of Harrisonburg Preparative Meeting be set off as an independent constituent Monthly Meeting (YM, p20, #74).

**1986** A Spiritual Friendship oversight committee was formed under the care of the Ministry and Counsel Committee (RM, p44, #85-45).

**1986** A proposal for establishing a BYM Young Adult “Committee” was presented, consisting of several parts. Representatives Meeting endorsed sections 3 and 4 and asked that travel money be put in the budget (RM, pp48-49, #86-11).

**1987** The Peace Committee proposed a minute to make the Baltimore Yearly Meeting’s properties a nuclear-free zone. This was approved (YM, p17, #60).

**1987** The Social Concerns Committee presented a minute on the death penalty. This was approved (YM, p17, #62).

**1987** Patuxent worship group was approved to be an Allowed Meeting under the care of Annapolis Meeting (YM, p22, #85).

**1987** Richmond Meeting recommended that Williamsburg become a Monthly Meeting. This was approved (YM, p22, #86).

**1987** There was approval that Reston become a full Monthly Meeting (YM, p22, #87).

**1987** Friends approved a minute on Central American refugees brought forth from the Social Concerns Committee (YM, p22, #91).

**1987** There was approval of a Peace Minute brought forth by the Peace Committee that recorded “profound acceptance of the Peace Testimony of the Religious Society of Friends (RM, p51, # 86-49).

**1987** Allegheny Preparative Meeting has been formed under the care of Dunnings Creek Meeting (RM, p58, #87-7).

**1988** The Staff Search Committee recommended Frank Massey to be the new General Secretary of Baltimore Yearly Meeting. This was approved (RM, p23, #88-45).

**1988** A minute on gun-control was presented by the Social Concerns Committee and approved (YM, p16, #6).

**1988** The Faith & Practice of Baltimore Yearly Meeting of the Religious Society of Friends was approved (YM, pp20-21, # 8).

**1988** The Social Concerns Committee presented a minute concerning the appointment of

homosexuals by Friends United Meeting. This was approved (YM, pp21-22, #9).

**1988** Little Falls Meeting celebrated their 250th Anniversary in September (YM, p23, #19).

**1988** The Meeting approved a letter from the Indian Affairs Committee to FCNL concerning issues relating to Native Americans (YM, p31, # 11).

**1988** Warrington Quarter recommended that Carlisle Preparative Meeting become a Monthly Meeting. This was approved (YM, p31, # 13).

**1989** The Yearly Meeting agreed to support Philadelphia Yearly Meeting in a suit against the Internal Revenue Service concerning not withholding of war tax from employees (RM, pp12-13, #89\*16).

**1989** Representatives Meeting agreed to support the American Friends Service Committee in their challenge to the Immigration Control and Reform Act of 1986 (RM, p13, #89-17).

**1989** Representatives Meeting approved a minute concerning the Immigration Control and Reform Act (RM, pp14-17, #89- 25).

**1989** Representatives Meeting approved a minute concerning the war-tax resistance issue (RM, pp17-20, #89-26).

**1989** The Modesty Skirt for the clerk's table was introduced as a plain piece of material waiting for a square from each Monthly Meeting to be stitched onto it (YM, p45, #10).

**1989** Approval was given for a minute on the American flag and its meaning and purpose (YM, p48, #5).

**1990** Maury River, formerly Lexington Preparative Meeting under the care of Charlottesville Meeting, became a Monthly Meeting. There is a worship group in Farmville, VA, that is considering becoming an Indulged Meeting under the care of Richmond Meeting (YM, p35, #29).

**1990** Friends approved a minute asking Monthly, Quarterly, and Half-Yearly Meetings within Baltimore Yearly Meeting to examine the relationship between the American Friends Service Committee and the wider Religious Society of Friends (YM, p51, #68).

**1990** A minute on Human Rights in Kenya was approved (YM, p52, #72).

**1990** Queries, and responses, for Consideration during a Threshing Session on Quarterly Meetings (YM, pp59-62).

**1991** Friends approved a minute to be sent to Friends Church Southwest Yearly Meeting

---

- concerning our inability to unite with their minute on the realignment of Friends (YM, pp60-62, #65).
- 1991** A Peace Committee minute concerning military personnel who want to claim conscientious objector status was approved (YM, p63, #72).
- 1992** The purchase of “The Quaker Camp at Shiloh” was approved (RM, pp6-7, #46).
- 1992** New Meetings in Virginia: Roanoke/Blacksburg became two Monthly Meetings. Floyd Meeting was recognized as a Monthly Meeting. Norfolk Preparative Meeting came under the care of Williamsburg Monthly Meeting (YM, p52, #56).
- 1993** Friends approved a minute brought forth by Baltimore Monthly Meeting, Homewood on concerns of overpopulation. The Yearly Meeting approved this concern along with four queries relating to the minute (RM, pp16-17, #5).
- 1993** A request to set up an Ad-Hoc Committee on Lesbian, Gay, and Bisexual Concerns was approved (YM, 49, #58).
- 1993** The G.O.O.D. (Get Out Of Debt) Committee raised \$17,000 in pledges to reduce the debt of Shiloh during this Annual Session and promises of early payment of \$35,000 have been received (YM, p50, #65).
- 1994** Friends approved a minute against state sponsored gambling (RM, p22, #25).
- 1994** Approval was given for a minute on Family Planning (RM, p22, #25).
- 1994** Friends approved a minute protesting the U.S. Army School of the Americas that trains soldiers from Latin America (YM, p49, #47).
- 1994** The transfer of ownership of Catoctin Quaker Camp to Baltimore Yearly Meeting was approved (YM, pp54-55, #54).
- 1995** The Friends Peace Team Project asked to be taken under the care of Baltimore Yearly Meeting until a permanent home was found. Friends approved (RM, p22, #24).
- 1995** Three new Monthly Meetings were announced: Patuxent with thanks to Annapolis Meeting for their patient support; Quaker Lake Monthly Meeting expressed appreciation for Charlottesville; Midlothian Monthly Meeting thanked Richmond. Frederick is now a Preparative Meeting. Midlothian has under its care Colonial Heights Worship Group.
- 1996** An announcement was made that there is a new Worship Group in Montgomery County, MD. The name has not been finalized, but will probably be Seneca Valley (RM, p18, #30).

- 1996** Friends approved laying down the G.O.O.D. Committee, with many thanks for their hard work (YM, p29, #7).
- 1996** Final approval to have Catoctin Quaker Camp transferred to Baltimore Yearly Meeting (YM, p33, #18 and YM, p44, #4).
- 1996** A F.U.T.U.R.E. (Friends Uniting To Use Resources Effectively) Committee to raise money for many projects was approved (YM, p65,#71).
- 1996** Friends approved a minute opposing the death penalty (YM, p66, #74).
- 1997** Friends had a lengthy discussion concerning not paying the portion of income tax withholding from war tax resisters and the consequences of the officers (RM, pp10-17, #5).
- 1997** It was announced that there is a new Worship Group in Willis Wharf, VA, on the Eastern Shore that is under the care of Williamsburg Meeting (RM, p22,#22).
- 1998** The Program Committee brought forth a minute disallowing use of alcohol or any illegal drugs at Baltimore Yearly Meeting functions and discouraging the use of tobacco (RM, p18, #28).
- 1998** We learned of the revival of Fawn Grove Preparative Meeting under the care of Deer Creek Meeting. Fawn Grove had been dormant for a century.
- 1998** A minute from the Criminal and Restorative Justice Committee urging the elimination of the death penalty was sent to governors and legislatures of the states of Maryland, Virginia, Pennsylvania, and the Mayor and Council of the District of Columbia (YM, p65, #66).
- 1999** It was announced that Deer Creek Meeting has withdrawn from Nottingham Quarterly Meeting (RM, p9, #7).
- 1999** Virginia Half-Year's Meeting presented a minute concerning Equality of Marriage Rights (YM, p28, #23).
- 1999** It was reported that Hopewell and Winchester Center Meetings have merged. They will meet at Hopewell Meeting and will be called Hopewell Centre Meeting (YM, p36, #34).
- 2000** It was reported that there is now a Worship Group in Shepherdstown, West Virginia (RM, p19, #12).
- 2000** The Criminal and Restorative Justice Committee brought forth a minute on the Moratorium 2000 Campaign to be endorsed by Baltimore Yearly Meeting. This was approved (YM, p37, #39).

- 2000** The Peace and Social Concerns Committee presented a minute opposing the Missile Defense System. This was approved (YM, pp47-48, #71).
- 2000** A minute initiated by the American Friends Service Committee and the Fellowship for Reconciliation regarding the U.S. sanctions against Iraq was approved (YM, p48, #71).
- 2001** The Peace and Social Concerns Committee presented a minute concerning the conditions on the West Bank and Gaza. This minute was approved and will be sent to Ramallah Monthly Meeting and to Friends United Meeting (RM, pp17-18, #8).
- 2001** Trustees recommended that the money from the Conservation Easement on the Cactoin property be put into a temporary restricted fund to be used for capital projects (YM, p67, #38).
- 2001** It was announced that as of 2nd day of Seventh Month Patuxent Meeting now owns their own building (YM, p71, #53).
- 2002** Friends accepted a minute from Friends United Meeting (YM, pp42-43, #27).
- 2002** Young Friends presented a minute that they had approved that the Yearly Meeting should embrace same-sex marriages (YM, p44, #29).
- 2002** There was approval that Patapsco Friends Meeting become a full Monthly Meeting (YM, p48, #40).
- 2002** Friends approved a minute brought forth by the Peace and Social Concerns Committee concerning the “Religious Freedom Peace Tax Fund” (YM, pp53-54, #42).
- 2002** A Minute on House Concurrent Resolution #368 that states “that it is the sense of Congress that reinstating the military draft, or any other form of compulsory military service in the U.S. would be detrimental to the long term military interest of the US, violative of individual liberties protected by the Constitution, and inconsistent with the values underlying a free society as expressed in the Declaration of Independence.” This was approved (YM, p54, #42).
- 2002** Friends approved a minute brought forth by the delegates to the Friends United Meeting Triennial held in Kenya in 2002 (YM, pp55-56, #43).
- 2002** A minute on Restorative Justice was approved by Friends (YM, pp58-59, #51).
- 2003** Friends approved a Minute on Reaffirming the Peace Testimony (IM, pp5-6, #38).
- 2003** Peace and Social Concerns Committee brought forth a minute on the current situation in Iraq. This was approved (IM, p6, #39).

- 2004** Friends approved a minute on the Israeli-Palestinian Conflict (YM, pp78-80, #61).
- 2005** Friends heard a report concerning Friendly Adult Presence (FAP) and the safety of our young people (IM, pp13-18, #26).
- 2005** A mission statement for the Intervisitation Program was presented and approved (IM, p35, #3).
- 2005** A Minute against the Federal Marriage Amendment was approved (IM, pp50-51, #14).
- 2005** Friends approved a Minute on Torture and Abuse of Prisoners (YM, pp79-80, #12).
- 2006** Friends approved a Minute for the Religious Freedom Peace Tax Bill (IM, p41, # 12).
- 2006** A Minute to Honor and Continue Tom Fox's Work on Iraqi Detainees was approved (IM, pp42-43, # 13).
- 2006** The Peace and Social Concerns brought forth a "Letter to the President on the Humanitarian Crisis facing the Palestinian People." This was approved (IM, p74, #52).
- 2006** The Criminal and Restorative Justice Committee presented a minute to Friends concerning the "Enemy Combatant Military Commission" (YM, p125, #68).
- 2007** Friends approved listing the Friends Wilderness Center as an organization to which one or more representatives would be named (IM, pp13-14, #62).
- 2007** The Peace and Social Concerns Committee brought forth a minute on Supporting Peace in Sudan. This was approved (IM, p25, #69).
- 2007** BYM representatives to Friends United Meeting reported serious concerns about the current direction of the FUM Board (YM, pp68-73, #21).
- 2007** It was announced that Maury River Meeting has established a new Preparative Meeting, Greenbrier Valley Friends, in Beckley, West Virginia. Also South Mountain Friends Fellowship, under the care of Patapsco Friends Meeting, has been formed in the prison near Hagerstown, MD (YM, p82, #40).
- 2008** A letter from the Peace and Social Concerns Committee concerning the violence in the Middle East. Friends approved this letter (YM, pp104-105, #71).
- 2009** Abingdon Friends Meeting, Abingdon, Virginia, was welcomed into the Baltimore Yearly Meeting community (YM, p84, 13).
- 2009** The Advancement and Outreach Committee proposed that Baltimore Yearly Meeting

- take the Friends Meeting School under its spiritual care. Friends approved the recommendation (YM, p129, #61).
- 2010** Friends were presented with a Youth Safety Policy document. This has been worked on for quite some time. Friends approved (IM, pp15-16, #47).
- 2010** Dunnings Creek Meeting and Fishertown Meeting are reunited after many decades of separation (IM, p44, #04).
- 2010** A letter from the Peace and Social Concerns Committee protesting the sale of arms to Israel to be sent to President Barrack Obama was approved (YM, pp111-112, #58).
- 2011** Friends approved laying down Quaker Lake Meeting (IM, p13, #43).
- 2011** The Indian Affairs Committee brought forth a minute for the United States to endorse the United Nations Declaration of the Rights of Indigenous Peoples. This was approved (IM, p14, #46).
- 2011** Monongalia Monthly Meeting, Morgantown, West Virginia, and Buckhannon Preparative Meeting, Elkins, West Virginia, transferred their memberships from Lake Erie Yearly Meeting to Baltimore Yearly Meeting, Friends welcomed those present with great joy (YM, p91, #31).
- 2011** Friends have been working on a Visioning Statement for Baltimore Yearly Meeting for some time. The statement was presented and approved. It was also approved to lay down the ad hoc committee (YM, p91, #50).
- 2011** The Miles White Beneficial Society was accepted as a supporting organization of Baltimore Yearly Meeting (YM, p96, #72).
- 2012** The Indian Affairs Committee brought forth a minute repudiating the Doctrine of Discovery. This was approved. (YM, p91, #43).
- 2012** There was approval for replacing the Educational Loan Program with an Educational Grants Program. The Educational Loan Committee was renamed the Educational Grants Committee. (IM, p46, #30).
- 2012** There was approval that Mattaponi Preparative Meeting become a full Monthly Meeting (YM, p74, #10).
- 2012** There was approval that Shepherdstown Preparative Meeting become a full Monthly Meeting (YM, p74, #11).
- 2013** There was approval for creating the Working Group on Israel-Palestine under the care of the Peace and Social Concerns Committee. (IM, p88, #34).

- 
- 2013** There was approval for creating the Intervisitation Working Group under the care of the Ministry and Pastoral Care Committee. (IM, p89, #38).
- 2013** There was approval for creating a Youth Safety Policy Working Group under the care of the Trustees of Baltimore Yearly Meeting. (IM, p89, #39).
- 2013** After deep discernment, proposed changes to *Faith and Practice* were not accepted. (YM, p137, #56).
- 2014** The Ministry and Pastoral Care Committee brought forth a minute on inclusion. This was approved. (YM, p98, #42).
- 2014** The Working Group on Racism brought forth a minute on punishment of offenders. This was approved. (YM, p99, #46).
- 2015** There was approval for creating the Camp Diversity Working Group under the care of the Camping Program Committee. (IM, p16, #56).
- 2015** There was approval for creating the Internet Communications Working Group under the care of the Advancement and Outreach Committee. (IM, p55, #3).
- 2015** There was approval for affiliating the Yearly Meeting with the Maryland Alliance for Justice Reform. (IM, p56, #10).
- 2015** There was approval for creating the Working Group on Right Relationship with Animals under the care of the Unity with Nature Committee. (IM, p83, #23).
- 2015** The resignation of Robert “Riley” Robinson as the General Secretary of Baltimore Yearly Meeting was announced. (IM, p85, #30).
- 2015** There was approval for creating the ad hoc Healthy Organization and Purposeful Evolution Committee. (IM, p86, #32).
- 2015** There was approval for creating the ad hoc Growing Diverse Leadership Evolution Committee. (YM, p150, #78).
- 2015** Robert J. “Bob” Rhudy was introduced as the Interim General Secretary. (YM, p125, #21).
- 2016** The Camp Diversity Working Group was renamed the Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group. (IM, p47, #10).
- 2016** There was approval for a Minute in Support of Freedom of Religion in a time of growing violence and intolerance. (IM, p49, #20).
- 2016** The ad hoc General Secretary Search Committee recommended Edward “Ned”
-

- Stowe to be the new General Secretary of Baltimore Yearly Meeting. This was approved (IM, p69, #28).
- 2016** The ad hoc Healthy Organization and Purposeful Evolution Committee presented it report. (YM, p101, #23).
- 2016** There was approval for a request from the Unity with Nature Committee that Friends and Meetings make efforts to determine their carbon footprints. (YM, p109, #42)
- 2016** There was approval of changes to the by-laws of Friends House. (YM, p113, #88).
- 2016** There was approval of a revision to the Vision Statement. (YM, p121, #79).
- 2017** There was approval for a Minute in Solidarity with the Standing Rock Sioux Tribe. (IM, p20, #52)
- 2017** There was approval for creating the ad hoc Faith and Practice Process Clarification Committee. (IM, p20, #55)
- 2017** There was approval for moving forward with the construction of a new bathhouse at Catoctin Quaker Camp and the needed changes to the 2017 budget. (IM, p22, #60)
- 2017** There was approval for releasing Abingdon Friends Meeting from the Yearly Meeting. (IM, p57, #3)
- 2017** There was approval for signing an open letter to Donald Trump calling for reconsideration of plans to nullify Deferred Action for Childhood Arrivals. (IM, p58, #8)
- 2017** There was concurrent in the formation of the Working Group on Refugees, Immigrants, and Sanctuary. (IM, p90, #30)
- 2017** The ad hoc Healthy Organization and Purposeful Evolution Committee was laid down. (IM, p93, #40)
- 2017** There was approval of renaming the Faith and Practice Revision Committee to the Faith and Practice Committee, and of changes to the committee's description in the Manual of Procedure. (YM, p192, #17)
- 2017** The ad hoc Faith and Practice Process Clarification Committee was laid down. (YM, p192, #17)
- 2017** There was approval for adding Friends Peace Teams as an affiliated organization of the Yearly Meeting. (YM, p199, #36)
- 2017** There was approval for a new Apportionment Formula. (YM, p203, #46)

- 2017** There was approval for creating the staff positions of Associate General Secretary and Administrative Assistant and removing the position of Administration Manager. (IM, p125, #55)
- 2017** There was approval for ending the Yearly Meeting's affiliation with the National Religious Coalition Against Torture (NRCAT). (IM, p176, #62)
- 2017** There was approval for adding the Interfaith Coalition for Human Rights (IAHR) as an affiliated organization of the Yearly Meeting. (IM, p176, #62)
- 2018** There was approval for revisions to the Youth Safety Policy. (IM, p79, #10)
- 2018** There was approval for a Minute on the Civil and Human Rights of Transgender People. (IM, p128, #27)
- 2018** There was approval for the formation of the Pastoral Care Working Group under the care of the Ministry and Pastoral Care Committee. (IM, p129, #31)
- 2018** There was approval for a renewed charge for the ad hoc Growing Diverse Leadership Committee. (YM, p168, #39)
- 2018** There was approval for a revised Minute on the Civil and Human Rights of Transgender and Non-Binary People. (YM, p181, #74)
- 2018** There was approval for the formation of the Civil and Human Rights of Transgender and Non-Binary People Working Group under the care of the Peace and Social Concerns Committee. (YM, p181, #74)
- 2018** There was approval for a Minute on Food Choices. (YM, p187, #83)
- 2018** There was approval for laying down of the Right Sharing of World Resources Working Group (IM, p14, #44)
- 2018** There was approval for adding Rights Sharing of World Resources an affiliated organization of the Yearly Meeting and appointing a liason to the group. (IM, p14, #44)
- 2018** There was approval of a Minute on Immigration (IM, p14, #44)
- 2019** There was approval for adding the Quaker Religious Education Collaborative an affiliated organization of the Yearly Meeting and appointing a representative to the group. (IM, p45, #03)
- 2019** There was approval of a letter to President Donald Trump regarding a proposed policy on transgender people in the military. (IM, p46, #4)
- 2019** There was approval for creation of the Growing Diverse Leadership Committee as a

standing committee of the Yearly Meeting. (IM, p48, #11)

**2019** There was approval for bringing the Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group under the care of the Growing Diverse Leadership Committee, (IM, p48, #11)

**2019** There was approval for a full-time STRIDE Coordinator position on the Yearly Meeting staff, (IM, p48, #11)

**2019** There was concurrence with the formation of an End of Life Working Group under the care of Peace and Social Concerns Committee, (IM, p80, #24)

**2019** There was concurrence with the formation of a Growing Our Meetings Working Group under the care of the Advancement and Outreach Committee, (IM, p82, #37)

**2019** There was approval of a Declaration of Baltimore Yearly Meeting as an Anti-Racist Faith Community. (YM, p128, #72)

# ***MANUAL OF PROCEDURE***

**BALTIMORE YEARLY MEETING  
OF THE  
RELIGIOUS SOCIETY OF FRIENDS**

**UPDATED THROUGH AUGUST 2019**

## THE SPIRITUAL BASIS FOR UNITY

*(Adapted from the Report of August 1964)*

The Committees appointed by the two Baltimore Yearly Meetings to study together the question of what in our religious experience would justify the union of the Yearly Meetings see that much spiritual basis for unity now exists among us. This is evident in the uniting of a number of local Meetings, so that at present almost half the membership of the two Yearly Meetings is in united Meetings; in our [adult] Young Friends movement; in the joint work of our committees; in our cooperative efforts of many kinds; and in many shared experiences of worship. All these joint activities obviously would not exist without some measure of unity of spirit.

Our Yearly Meeting has a wide, rich, and diverse heritage, chiefly from historic Christianity interpreted by Quakerism. We not only tolerate diversity, we encourage and cherish it. In every local Meeting we struggle, usually patiently, with the problems that arise from our divergent convictions; and we usually find ourselves richer for our differences. In most if not all of our Monthly Meetings will be found, successfully co-existing, persons as far apart in religious vocabulary and practice as there are anywhere in the Yearly Meeting. Yet these Friends worship together every Sunday, and share nourishment for their spiritual life. Such association is beneficial and even necessary.

Friends in our Yearly Meeting are clear on certain principles which are so basic and essential that we tend to take them for granted and forget that they are essential, and probably the only essentials. We all are clear that religion is a matter of inward, immediate experience. We all acknowledge the guidance of the Inner Light—the Christ within—God’s direct, continuing revelation. All our insights are subject to testing by the insight of the group, by history and tradition, and by the Bible and the whole literature of religion. All the Meetings for Worship of our Monthly Meetings aspire to openness to God’s communication directly with every person. Worship is primarily on the basis of expectant waiting upon the Spirit, a communion with God in which mediators or symbols are not necessary. We are all clear that faith is directly expressed in our daily living. We all seek to move towards goals of human welfare, equality, and peace.

We have a profound, often-tested, durable respect for individuals’ affirmation of their own religious experience which must be judged not only by their words but also by the lives they lead. From the stimulus of dissimilarity new insights often arise. Friends must each, as always, work out their own understanding of religion; and each Monthly Meeting must, as always, fit its practice to its own situation and the needs of its members.

## I. INTRODUCTION

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by describing the following:

- a) its relations to other Friends' bodies;
- b) the committee, officer, or staff person the Yearly Meeting has designated to carry out certain tasks;
- c) the parameters within which the committee, officer, or staff person should function;
- d) whether recommendations from the committee, officer, or staff person should ultimately go to Annual Session, to Interim Meeting, or elsewhere; and
- e) the rationale for the process or method.

Changes that alter the meaning of this manual (substantive changes) are approved by Yearly Meeting in Session as described in article XI of this Manual.

This Manual is designed to assist the Yearly Meeting community to handle matters which are entrusted to it.

## II. STRUCTURE OF BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS

Baltimore Yearly Meeting of the Religious Society of Friends is an organization of the members of its constituent Monthly Meetings. The privileges and responsibilities of attendance at and participation in the sessions of Yearly Meeting and of service on its committees are open to all members of the Yearly Meeting.

Intermediate between Monthly Meetings and the Yearly Meeting there have customarily been bodies such as Quarterly Meetings and Half-Yearly Meetings. Throughout this Manual of Procedure the term "Quarterly Meeting(s)" will be used to refer to all such intermediate bodies whether meeting quarterly or in some other pattern.

The Yearly Meeting appoints officers and committees necessary to carry out its concerns effectively. The constitution and duties of the usual committees are provided for in this Manual, but nothing stated below is to be construed as requiring the Yearly Meeting to continue any committee beyond the period of its usefulness or as forbidding the establishment of other organs.

### SESSIONS

The Yearly Meeting meets at least once a year, at an appointed time and place and for a stated length of time.

### FUNCTIONS

The functions of the Yearly Meeting are:

- to hear reports from Quarterly Meetings, Monthly Meetings, and the organs established by the Yearly Meeting, and to take action upon these as appropriate.
- to consider and to implement as proper the concerns of groups or of individual Friends.

- to nurture an atmosphere within the Society conducive to the strengthening of the spiritual life of Friends and of the Quarterly and Monthly Meetings, and to the wider dissemination of the principles and testimonies of the Religious Society of Friends.
- to receive and to dispatch epistles from and to other groups of Friends, to accept the minutes of visiting Friends, and to prepare or endorse minutes for its members desirous of visiting among Friends outside the Yearly Meeting.
- to make provision for participation in the work of wider Friends' organizations.
- to approve a budget and to make apportionments thereof to the Monthly Meetings.
- to maintain a central file of information concerning the affairs of the Society within the area of the Yearly Meeting for the use of committees or of individuals in the furtherance of the activities of the Yearly Meeting.
- to perform such other functions as from time to time shall appear proper to the carrying out of the activities of the Yearly Meeting.

## **OFFICERS**

The Presiding Clerk of Yearly Meeting, Recording Clerk of Yearly Meeting, Clerk of Interim Meeting, and Recording Clerk of Interim Meeting are selected from members of Baltimore Yearly Meeting. They are appointed by the Yearly Meeting after nomination by the Interim Meeting and take office at the end of the Yearly Meeting Annual Session at which they are appointed, to serve for terms of two years, or until their successors are appointed. No officer should serve more than six consecutive years in a particular office.

### **Presiding Clerk of Yearly Meeting**

The Presiding Clerk serves as Clerk of all business Meetings of the Yearly Meeting and acts as Convener when special sessions are required. The Clerk attends Interim Meeting, and serves as an alternate to the Clerk of Interim Meeting. The Clerk also serves as a member of the Supervisory Committee, the Program Committee, the Trustees, and, in accordance with the provisions of Friends General Conference, is a member of the Central Committee of that body. Annually, the Clerk nominates and the Annual Session approves an ad hoc Epistle Committee to draft a general epistle to other Friends groups for the Yearly Meeting's review and approval. Reading Clerks are appointed by the Presiding Clerk as needed at Annual Session. The Clerk reports to each regular session of the Interim Meeting on activities as Clerk during the intervening period.

A retiring Clerk continues to attend Interim Meeting for one year.

The Presiding Clerk and all former Presiding Clerks may be invited by a Quarterly or Monthly Meeting to serve as Listeners to help the Meeting find clearness on a particular concern, use Quaker process more effectively, and make better use of the resources of the Yearly Meeting. Any one or more of the Clerks may be asked to initiate this process.

### **Clerk of Interim Meeting**

The Clerk of Interim Meeting convenes and guides the sessions of that Meeting, serves as an alternate to the Presiding Clerk of Yearly Meeting, serves on the Supervisory Committee, and may clerk that Committee. The Clerk of Interim Meeting receives and expends the

funds of the Yearly Meeting as directed whenever neither the Treasurer nor the Assistant Treasurer is able to do so.

### **Recording Clerks**

The Recording Clerk of Yearly Meeting provides for the orderly recording of the proceedings of the sessions of the Yearly Meeting and serves as an alternate to the Recording Clerk of Interim Meeting.

The Recording Clerk of Interim Meeting provides for the orderly recording of the proceedings of that Meeting and shares the work of recording the proceedings of Yearly Meeting sessions.

Assistants to these officers may be appointed when deemed necessary.

### **Treasurers**

The Treasurer and Assistant Treasurer are selected from among the members of Baltimore Yearly Meeting. They are nominated to the Yearly Meeting by the Interim Meeting and, when appointed by the Yearly Meeting in session, serve beginning January 1 (the beginning of the Yearly Meeting's fiscal year) following the close of the Annual Session at which appointed, for terms of two years, or until their successors are appointed and qualified. As with other officers, it is preferred that the Treasurer and Assistant Treasurer serve no more than six consecutive years in a particular office. The Treasurer and Assistant Treasurer serve ex-officio as members of the Stewardship and Finance Committee.

The Treasurer monitors and expends the funds of the Yearly Meeting as directed, and maintains financial records and books as directed by the Stewardship and Finance Committee, setting forth the financial conditions and resources of the Yearly Meeting. The Treasurer attends Interim Meeting, and serves as an ex-officio member of the Trustees and the Supervisory Committee.

The Assistant Treasurer is expected to become familiar with the procedures of the Treasurer, assist the Treasurer and, whenever the Treasurer is unable to serve, serve as Treasurer. The Assistant Treasurer attends Interim Meeting.

## **TRUSTEES**

The Trustees, like other committees of the Meeting, are selected by the Meeting and are expected to act for the whole Meeting in carrying out their responsibilities under the law. Thus, while Trustees must be conscious of their fiduciary obligation to preserve the assets of the Meeting, they must also be continuously sensitive to the spirit of the Meeting and its wish to fulfill the social testimonies of the Society of Friends. The Meeting, in turn, should be sensitive to the legal responsibilities of trustees which can, in certain circumstances, make them personally liable for actions taken in the name of the Meeting.

*Faith and Practice*, 1988, III B, 4b

Trustees and other financial officers should seek to be as responsive as possible, within the limits of legally imposed restrictions, to the considered judgment of the whole Meeting on matters of policy.

*Faith and Practice*, 1988, Appendix I, 2b

The Yearly Meeting appoints generally nine (but no fewer than four) Trustees in accordance with its corporate charter. Each Trustee shall be a member of a constituent Monthly Meeting. There are at present nine Trustees: the current Presiding Clerk and Treasurer of the Yearly Meeting plus seven persons nominated by the Nominating Committee and appointed by the Yearly Meeting to serve for terms of three years, with the possibility of re-appointment for a second three-year term. A Trustee's term begins at the close of the Yearly Meeting or Interim Meeting Session at which they are appointed and ends at the close of the Annual Session during which their term ends. Normally one of these seven is from each Quarterly Meeting within the Yearly Meeting. The Trustees may not co-opt additional members.

The Trustees are the body authorized to act as the governing body of the Yearly Meeting with respect to legal matters. Either the Clerk of Trustees or Treasurer signs for the Yearly Meeting on forms, such as tax returns, to be filed with governmental entities. Trustees are responsible for obtaining and holding the title to real property owned by the Yearly Meeting, such as burying grounds and camps. Trustees arrange for investing the funds of the Yearly Meeting and, following the policy outlined in *Faith and Practice*, 1988, Appendix I, 3, Trustees ensure restricted funds are managed in accordance with intentions of the original donors. The Trustees arrange for a certified public accountant to audit the Yearly Meeting's books and records in accordance with Yearly Meeting policy, and receive and review the auditor's report (currently, an audit is done annually). To accomplish this, the Trustees meet at least annually and report annually to the Yearly Meeting.

Baltimore Yearly Meeting has adopted policies that govern the Trustees. These policies include the Whistle Blower (Appendix B to this Manual), Conflict of Interest (Appendix C to this Manual), and Youth Safety (Appendix D to this Manual) Policies. Trustee review reinforces the Yearly Meeting's intention that all committee members and corporate practices uphold these policies.

It is the policy of Baltimore Yearly Meeting that the Trustees will keep contemporaneous minutes of all meetings. These minutes are to be sent to the Yearly Meeting Office in a timely fashion for retention.

The Youth Safety Policy Working Group (YSPWG) is under the care of the Trustees. The Working Group includes the following: General Secretary, Youth Programs Manager, Camp Program Manager, Presiding Clerk, Clerk of Supervisory Committee, Clerk of Trustees (or a designated member of Trustees), Clerk of Youth Programs Committee (or a designated member of that Committee), Clerk of Camping Program Committee (or a designated member of that Committee), Clerk of Religious Education Committee (or a designated member of that Committee), Clerk of Junior Yearly Meeting Staff (or a designated member of JYM staff), and others as needed. YSPWG meets at least once per year to review the current Youth Safety Policy, and to discuss any youth safety concerns that may have arisen. Trustees appoint a Trustee to serve as convener of the YSPWG. Throughout the year, the General Secretary keeps the members of YSPWG informed about best practices for youth safety, as information becomes available. YSPWG stands ready to address, in a timely manner, any youth safety policy issues that may arise.

The Clerk, or another designated Trustee, serves as a member of the Camp Property Management Committee. The Clerk, or another designated Trustee, serves as a member of the Development Committee.

### **III. INTERIM MEETING**

All members of Baltimore Yearly Meeting are members of Interim Meeting and are welcome to attend its meetings. Interim Meeting acts for the Yearly Meeting in the intervals between its sessions. It meets at least three times a year and on call as necessary.

In order to assure wide participation in Interim Meeting, each Monthly Meeting in the Yearly Meeting is requested to appoint one person to attend Interim Meetings. Ordinarily, no one serves consecutively as Monthly Meeting appointee for more than six years.

Others expected to participate in Interim Meeting are:

- the officers of the Yearly Meeting: the Presiding Clerk, the retiring Presiding Clerk (for one year following retirement), the Recording Clerk, the Treasurer and the Assistant Treasurer. The Presiding Clerk of Yearly Meeting serves as an alternate to the Clerk of Interim Meeting and the Recording Clerk of Yearly Meeting serves as an alternate to the Recording Clerk of Interim Meeting.
- the Clerk and the Recording Clerk of Interim Meeting.
- the clerks selected by each of the standing administrative and functional committees of the Yearly Meeting including the clerk of Trustees and the Clerks of Baltimore Yearly Meeting Young Friends Nuts and Bolts Committee and Young Adult Friends.
- Friends selected to serve on the Search Committee of Interim Meeting and on the Supervisory Committee.

The functions of Interim Meeting are:

- to consider recommendations from standing committees and working groups as needed between Annual Sessions.
- to define staffing needs, set staff compensation policies, and be the employer of record. Interim Meeting selects, employs, and defines the responsibilities of the General Secretary.
- to nominate for approval of Yearly Meeting in session persons to serve as Presiding Clerk, Recording Clerk, Clerk of Interim Meeting, Recording Clerk of Interim Meeting, Treasurer, Assistant Treasurer, members of the Supervisory Committee, and members of the Nominating Committee.
- to appoint from the floor a Naming Committee of two Friends to nominate Friends for appointment to fill the vacancies on the Search Committee.
- to fill vacancies among Yearly Meeting or Interim Meeting officers, or on the Supervisory Committee or the Nominating Committee, when such occur between sessions of the Yearly Meeting.
- to conduct necessary correspondence in the name of the Yearly Meeting between sessions.
- to make sure that adjustments are made in the number of trustees of any corporation to comply with legal requirements.
- to re-examine the function and structure of any Yearly Meeting committee when

necessary and make appropriate recommendations to the Yearly Meeting to enable the committee to carry out the concerns placed upon it.

- to consider proposed changes in the Manual of Procedure, report on its actions to those who initiated the proposal, and forward changes to the Yearly Meeting as approved.
- to carry out such other responsibilities as the Yearly Meeting may refer to it.

The Naming Committee is appointed on Spring Yearly Meeting Day, and served 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.

## **COMMITTEES OF INTERIM MEETING**

### **SEARCH COMMITTEE**

The Search Committee is composed of six persons, two appointed each year to serve a three-year term. They are nominated by an *ad hoc* Naming Committee and appointed by Interim Meeting. Their service begins immediately after the Annual Session of Baltimore Yearly Meeting. Search Committee members attend Interim Meeting. No person may serve for more than six consecutive years. The Committee may not co-opt additional members.

The Search Committee nominates persons to serve as Presiding Clerk, Recording Clerk, Clerk of Interim Meeting, Recording Clerk of Interim Meeting, Treasurer, Assistant Treasurer, members of the Supervisory Committee, and members of the Nominating Committee. In order to fill these positions with Friends well qualified to best serve the Yearly Meeting, the committee not only strives to consider each individual's experience and spiritual gifts, but also strives to draw these gifted Friends from diverse age groups, genders, racial identities, ethnicities, and geographical regions. These nominations are proposed to Interim Meeting and, if approved, are forwarded to the Yearly Meeting. The Search Committee usually presents these nominations on behalf of Interim Meeting at Annual Session.

The Search Committee usually reports to Interim Meeting on Summer Yearly Meeting Day. If the Search Committee is able to fill any remaining vacancies after Summer Yearly Meeting Day, it may bring these nominations directly to the Yearly Meeting sessions. At any time the Committee may present to Interim Meeting nominations to fill vacancies which occur during the year.

On Spring Yearly Meeting Day, Interim Meeting appoints from the floor a Naming Committee of two Friends to nominate Friends for appointment to fill the vacancies on the Search Committee. This Committee serves for one year or until a new Committee is appointed. The Committee usually presents its recommendations to Interim Meeting on Summer Yearly Meeting Day. At any time the Committee may present to Interim Meeting nominations to fill vacancies on the Search Committee which occur during the year.

As with other nominating bodies, the Search Committee normally does not nominate any of its own members for other responsibility.

## **SUPERVISORY COMMITTEE**

The Supervisory Committee is composed of the Clerk of Interim Meeting, the Presiding Clerk, the Treasurer of the Yearly Meeting, and four additional members of the Yearly Meeting nominated by the Interim Meeting for appointment by the Yearly Meeting. The Committee may not co-opt additional members. The Supervisory Committee is clerked by the Clerk of Interim Meeting or one of the four appointed members.

The four persons appointed by the Yearly Meeting also attend Interim Meeting. Two of these members are appointed annually for terms of two years. Generally, none of the members may serve on the Supervisory Committee for more than six consecutive years. An individual may again be appointed after a one-year break in service. Terms begin at the end of the Yearly Meeting sessions at which the appointment is made.

The General Secretary is responsible to this committee, specifically to its Clerk. The Committee as a whole guides and supports the work of the General Secretary. The Supervisory Committee writes a position description for the General Secretary to be approved by the Interim Meeting. The Supervisory Committee also ensures the support and nourishment of the staff.

The Supervisory Committee creates, reviews and updates written personnel policies. Supervisory Committee approves written position descriptions of all office staff. The Committee may delegate writing position descriptions to the General Secretary who will consult with appropriate committees and Supervisory Committee. Position descriptions changes that would affect the Yearly Meeting budget need the approval of the Interim Meeting.

The Supervisory Committee recommends staff compensation policies to Interim Meeting, annually sets specific compensation levels for individual staff, annually reports compensation totals in aggregate form to Interim Meeting, and provides guidance to the General Secretary in the employment of staff.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D to this Manual) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will ensure that any necessary staff and volunteer training is provided and that programs and events are carried out in compliance with policy guidelines.

The Supervisory Committee also oversees the maintenance of the office property and grounds and the acquisition and maintenance of office equipment and any other fixed assets. Authority for the expenditure of funds for normal maintenance up to a stated dollar amount may be delegated to the General Secretary.

The Supervisory Committee annually provides budget recommendations to the Stewardship and Finance Committee for office staff salaries and benefits and for the maintenance of building, equipment, and grounds. As appropriate, the Supervisory Committee will inform the Stewardship and Finance Committee of needed adjustments to the budget.

In addition, this Committee carries out such duties as the Interim Meeting specifically assigns to it, and, between meetings of the Interim Meeting, may act upon urgent matters not involving policy nor of such importance as to justify a special session of the Interim Meeting. When acting upon urgent matters between meetings of Interim Meeting, the Committee will confer with standing committees of the Yearly Meeting that hold a concern for the subject matter being considered and will make decisions with direct involvement of those committees. All such actions are to be reported to the Interim Meeting at its next session.

## **IV. STAFF**

Interim Meeting selects, employs, and defines the responsibilities of the General Secretary. The General Secretary, with the guidance of the Supervisory Committee, may employ such staff as allowed in the budget approved by the Yearly Meeting in session. The Camp Directors, with the guidance of the Camping Program Committee, employ such staff as the budgets for the various camping programs allow.

Other Committees of the Yearly Meeting desiring staff need to develop a proposal and present it to Interim Meeting for approval. The proposal must include at least the following: 1) job description; 2) the Committee to which the staff is to report; 3) budget and compensation.

After approval of the proposal, the Committee interviews candidates and makes a recommendation to the General Secretary, who employs and directs the staff in accord with the proposal and general Yearly Meeting personnel policy. Interim Meeting may require Committees employing or directing staff to coordinate personnel policies.

## **V. COMMITTEES OF THE YEARLY MEETING**

The Yearly Meeting establishes committees for the carrying out of its purposes. All committees are expected to meet at least once annually, either in person or using modern technology such as voice- or video-teleconferencing and are expected to report annually. Each committee reports both on its activities and on those matters that are seen as needing attention, with some analysis of the health of the committee. If a committee sees no way in which it can carry out the concerns placed upon it, its members should request the Interim Meeting to re-examine the function and structure of the committee and make appropriate recommendations to the Yearly Meeting. Failure of a committee to report is also an indication that a review process is needed.

Baltimore Yearly Meeting has adopted policies that govern all committees. These policies include Whistle Blower (Appendix B to this Manual), Conflict of Interest (Appendix C to this Manual), and Youth Safety (Appendix D to this Manual) Policies. Committee review reinforces the Yearly Meeting's intention that all committee members and corporate practices uphold these policies.

It is the policy of Baltimore Yearly Meeting that all committees acting on its behalf, including standing and ad hoc committees, will keep contemporaneous minutes of all committee meetings. These minutes are expected to be sent to the Yearly Meeting Office in a timely fashion for retention.

Concerned individuals desiring to establish a new committee or ad hoc committee take their idea to Interim Meeting, either themselves directly, through their Monthly Meeting(s), or through an appropriate committee if one already exists. If, after due consideration, there is approval, Interim Meeting recommends to the Yearly Meeting that such a committee or ad hoc committee be established. If the Yearly Meeting approves, the committee or ad hoc committee is established.

Any report, action, or statement of a committee is to be approved in the manner of Friends at a meeting of the committee of which all the members of the committee were given reasonable notice.

Unless otherwise provided, nominations of persons to serve on the committees of the Yearly Meeting are made by the Nominating Committee. Nominations of persons to serve on the Nominating Committee, however, are made by the Interim Meeting. In general, Friends are expected attempt to serve the Yearly Meeting on no more than one standing Committee at a time. However, the nomination of a particularly well 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.

All appointments to committees are made by the Yearly Meeting in session, except that Interim Meeting may make appointments to fill vacancies or to meet other requirements arising between Yearly Meeting sessions.

The Yearly Meeting has a responsibility to reject unsuitable names as well as to approve those found acceptable.

Unless other terms are set, approximately one-third of the membership of each committee is appointed annually for terms of three years, such terms to begin at the end of the Yearly Meeting sessions at which the appointments are made. Generally, no one may serve on the same committee for more than six consecutive years, nor is it customary that Friends serve the Yearly Meeting on more than one standing committee at a time. An individual may again be appointed after a one-year break in service.

Any committee, except the Nominating Committee, may co-opt a limited number of Friends for membership for a period not extending beyond the following sessions of Yearly Meeting. Committees may invite other persons, Friends or non-Friends, to serve in a consultative capacity without becoming members of the committee.

Unless otherwise provided, each committee selects its own clerk. Committee clerks are selected from the members of Baltimore Yearly Meeting. Committees are encouraged to make careful provision for their ongoing work by selecting clerks in good time. Committee clerks usually take office at the close of Yearly Meeting's Annual Session, to serve for the coming year. Since it is usually desirable that a clerk have some experience with the particular committee before becoming its clerk, committees may, prior to Yearly Meeting

sessions, provide for selecting a prospective clerk from among their continuing members. Committees report the names of their clerks while the Yearly Meeting is still in session. Committee clerks attend Interim Meeting or delegate another member of the committee to attend.

Meetings of all Yearly Meeting committees, except the Nominating Committee, are open to all Friends. However, any committee reviewing sensitive matters may hold an executive session.

Yearly Meeting committees are empowered to raise or accept monies only with the prior approval of the Interim Meeting or the Yearly Meeting in session.

All administrative committees report their recommendations to the Yearly Meeting or to the Interim Meeting for approval, unless authority has previously been given such committees to act on their own proposals.

Functional Committees may act and issue statements on behalf of the Yearly Meeting:

- when such actions or statements have the prior approval of the Yearly Meeting or the Interim Meeting.
- when such actions or statements are clearly in accord with the policy of the Yearly Meeting as enunciated in its minutes or adopted statements.

Other actions or statements not meeting these qualifications will be clearly identified as being the actions or statements of the committee issuing them and not of the Yearly Meeting.

It is the duty of the functional committees from time to time, as the occasion demands, and with the approval of the committee members, to prepare position papers on matters of current interest and concern within their fields of interest and to present these position papers before the Yearly Meeting or the Interim Meeting for approval. If possible, these papers will be distributed to members of the Yearly Meeting along with Yearly Meeting committee reports prior to Yearly Meeting sessions at which they will be considered. These papers, as adopted by the Yearly Meeting, will then form the main part of the background of policy on the basis of which the functional committee may act on behalf of the Yearly Meeting.

The scope of authority possessed by an ad hoc committee is to be included in the charge to the committee; if not included, the committee is governed by the above provisions depending upon whether it is primarily of an administrative or functional character.

As a general practice, the Nominating Committee does not nominate members of an ad hoc committee or working group; the members select themselves. The names of members and the dates of establishment of ad hoc committees and working groups are listed in the Yearbook after committee rosters.

When an ad hoc committee is established, a time limit is set for its duration. At the end of that time, a decision is made by the Yearly Meeting as to whether the ad hoc committee is to be continued for another specified period of time, made a standing committee, or laid

down. If no decision is made by the Yearly Meeting, the ad hoc committee automatically is laid down when the time limit expires.

Any other groups recognized by the Yearly Meeting which are not standing committees or ad hoc committees are either special groups or working groups. As provided in Section VI below, the former groups report to the Yearly Meeting, the latter to a sponsoring committee of the Yearly Meeting.

The Committees of Baltimore Yearly Meeting are:

**Administrative Committees:**

- Camp Property Management Committee
- Faith and Practice Committee
- Manual of Procedure Committee
- Nominating Committee
- Program Committee
- Stewardship and Finance Committee

**Functional Committees:**

- Advancement and Outreach Committee
- Camping Program Committee
- Development Committee
- Educational Grants Committee
- Indian Affairs Committee
- Ministry and Pastoral Care
- Peace and Social Concerns Committee
- Religious Education Committee
- Sue Thomas Turner Quaker Education Fund Committee
- Unity with Nature Committee
- Youth Programs Committee

## **ADVANCEMENT AND OUTREACH COMMITTEE**

The Advancement and Outreach Committee consists of approximately nine members nominated by the Nominating Committee and appointed by the Yearly Meeting with care to name Friends who are familiar with Monthly Meetings throughout the Yearly Meeting.

This Committee provides tools and resources to local Meetings looking for outreach ideas, for help starting new Meetings, and for ways to help those new to Friends learn about the Religious Society of Friends. The Committee is responsible for the dissemination of useful information about Baltimore Yearly Meeting, its local Meetings, and the Religious Society of Friends. This information is available from the Yearly Meeting website and other Yearly Meeting publications.

The Committee names one of its members to serve on the Sue Thomas Turner Quaker Education Fund Committee for a two-year term.

The Internet Communications Working Group is under Advancement and Outreach's care. The Growing Our Meetings Working Group (GOMWG) is under the care of Advancement and Outreach.

## **CAMP PROPERTY MANAGEMENT COMMITTEE**

The Camp Property Management Committee (CPMC) consists of at least eight members nominated by the Nominating Committee and appointed by the Yearly Meeting. In addition, either the clerk or another member of the Trustees, Camping Program Committee, Stewardship and Finance Committee, and the Camp Property Manager are ex-officio members. The Committee may appoint subcommittees as needed, which may include members from outside the Committee.

The Committee will normally meet at least six to eight times a year. Members unable to meet face-to-face for committee meetings are encouraged to use other technologies. The committee works in coordination with Camping Program Committee.

The Committee is a governing committee that oversees the management of the present and any future properties the Yearly Meeting uses for camping programs, retreats, and other similar activities. The Committee's purpose is threefold: (1) to plan ahead for the long term needs of the camp properties; (2) to work collaboratively with the Camp Property Manager in prioritizing short and long-term projects; (3) to support the Camping Program Manager with specific projects as needed. The Camp Property Management Committee, in cooperation with Camping Program Committee, plans and executes Family Camp Weekends held in the spring and fall. On-site participation in camp activities or camp visits by committee members is an integral part of the work of the committee.

While the committee has full authority to carry out its tasks, the fiduciary responsibility for the Yearly Meeting properties rests with the Trustees. The Committee manages the camp properties as one financial entity and prepares its operating and capital budgets which are presented to the Stewardship and Finance Committee and incorporated into the Yearly Meeting operating and capital budgets.

The committee is responsible for setting camp rental fees. All income generated by the camp properties (including camp property rental, sales of natural resources, gifts, and bequests) will be available for the operation and development of the camp properties.

The Committee reviews and remains familiar with the content of the Youth Safety Policy and other relevant Yearly Meeting policies in order to ensure that the practices of the Committee reflect the guidelines adopted by the Yearly Meeting. The Committee provides any necessary CPMC staff and volunteer training and ensures that programs and events are held in compliance with policy guidelines.

## **CAMPING PROGRAM COMMITTEE**

The Camping Program Committee consists of approximately 18 persons nominated by the Nominating Committee and appointed by the Yearly Meeting, plus the directors of the camping programs, and the Camp Program Manager, ex-officio.

The Camping Program Committee oversees and coordinates the philosophy, policy, financing, and program emphasis of all Yearly Meeting endeavors in the field of outdoor religious education—seeking to provide for all the various ages and interests of our Yearly

Meeting through a variety of camping styles. The Camp Program Manager is responsible for implementing goals, direction, and policy as set by the Camping Program Committee.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D to this Manual) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will ensure that programs and events are carried out in compliance with policy guidelines.

The Camping Program Committee advises the General Secretary on employment of camp directors and the Camp Program Manager. The Committee nurtures and supports the directors and staff in the implementation of the outdoor religious education programs and works to promote awareness of the programs within the wider Quaker community.

The Clerk or another member of the Camping Program Committee serves as a member of the Camp Property Management Committee.

### **DEVELOPMENT COMMITTEE**

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 fund-raising 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 fund-raising 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. If there is no Development Director, the Committee undertakes these duties, and others ascribed to that position, as needed.

The Development Committee has oversight of fund-raising efforts that other Yearly Meeting committees may initiate. It assists in the planning and implementation of such efforts and ensures that any fund-raising effort is consistent with the overall development plan. The Committee consults with Stewardship and Finance, Camping Program, Camp Property Management, 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.

## **EDUCATIONAL GRANTS COMMITTEE**

The Educational Grants Committee is composed of at least six members nominated by the Nominating Committee and appointed by the Yearly Meeting. The purpose of this committee is to help Friends pursue education by providing grants, which may be applied to undergraduate attendance at accredited post-secondary educational institutions such as universities, colleges, professional, and vocational schools, either full or part-time. Monies and income from the Educational Fund, the Education Endowment Income Fund, and the Fair Hill/Griest Fund, and such other funds as the Yearly Meeting deems appropriate are used to provide post-secondary grants.

Grants are awarded on the basis of financial need and the Committee's assessment of an applicant's statement of purpose, including consistency with Friends testimonies. The application process is expected to include comments on the applicant's involvement in the Monthly Meeting and any information that would be helpful in making a decision.

The Committee performs its work according to a policy statement approved by the Yearly Meeting.

Baltimore Yearly Meeting does not make loans to students.

The Committee meets in April to evaluate applications and award grants, and on other mutually convenient dates to discuss other business. The Educational Grants Committee reports to the Yearly Meeting at least once a year on the state of the funds, grants made, and any other business conducted.

## **GROWING DIVERSE LEADERSHIP COMMITTEE**

The Growing Diverse Leadership Committee is a standing committee that consists of ten people. It includes four nominated by the Nominating Committee and appointed by the Yearly Meeting, a person appointed by the Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group, a person appointed by the Camping Program Committee, a person appointed by the Working Group on Racism, and a person appointed by the Young Adult Friends Special Group, plus the following, ex-officio: the Presiding Clerk of the Yearly Meeting and the Clerk of Interim Meeting. The work of the Committee connects with these other committees of the Yearly Meeting and therefore encourages open communication with them: Advancement and Outreach, Indian Affairs, Ministry and Pastoral Care, Peace and Social Concerns, and also the Working Group on Civil and Human Rights of Transgender and Non-Binary People.

The Committee discerns ways that the Yearly Meeting's committees, local Meetings, and staff can welcome and encourage participation and leadership among all Friends. There is

a focus on cooperating to promote equity, outreach, inclusion, friendship, and wholeness to all persons in order to build an anti-racism, multi-cultural faith community. This includes the encouragement and sustained participation of younger Friends and development of their leadership skills and experiences throughout BYM.

There is a Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group which is under the care of the Committee. It is comprised of Core Groups, one for each of four cities within the area which the Yearly Meeting serves. They are composed of young adults and work to extend the camping program to people of diverse backgrounds who might not otherwise find it or participate in it.

## **FAITH AND PRACTICE COMMITTEE**

The Faith and Practice Committee consists of six to ten persons nominated by the Nominating Committee and appointed by the Yearly Meeting. This committee will benefit from having members with diverse perspectives of theology and Quaker practice, as well as members of diverse ages, races, and backgrounds, and from diverse regions.

The Faith and Practice Committee is charged with the care of our *Faith and Practice* and will regularly review it. The Committee engages with the constituents of the Yearly Meeting to explore and clarify our continually evolving experience with Quaker faith and practice and seeks to have the published *Faith and Practice* reflect this experience. The Faith and Practice Committee is expected to be in close communication with other committees, particularly the Ministry and Pastoral Care Committee. The Committee is responsible for printing, posting, and distribution of *Faith and Practice* or its revised sections, as needed.

*Faith and Practice* is a living document; changes to it are brought forward as needed. Seasoned changes to *Faith and Practice* may be proposed by:

- The Faith and Practice Committee itself
- Monthly Meetings, Preparative Meetings, and Worship Groups
- Worshiping communities, such as the camps, Young Friends, Young Adult Friends
- Baltimore Yearly Meeting Committees
- Quarterly Meetings

The Faith and Practice Committee will disseminate proposed changes to local Meetings and others as appropriate for their consideration and discernment. After considering feedback, the Committee will bring recommendations for change to Interim Meeting for a first reading and then to Annual Session. An individual with a proposed change is expected to work through one of the groups listed above. The Faith and Practice Committee is available to help with this process, working to ensure that all concerns are seasoned at the appropriate level. In the interest of accuracy and clarity, the Faith and Practice Committee may copy-edit *Faith and Practice*.

## **INDIAN AFFAIRS COMMITTEE**

The Indian Affairs Committee consists of approximately 12 members nominated by the Nominating Committee and appointed by the Yearly Meeting.

This Committee stimulates interest in and activity concerning American Indians. It cooperates with other Yearly Meetings and other Friends organizations in projects for the benefit of American Indians. It concerns itself with legislation on local, regional, and national levels involving Native American issues.

The ongoing work of the Indian Affairs Committee is inspired by its history. In 1795, Quakers in the northern Shenandoah Valley, following the model established by William Penn in Pennsylvania, set up a fund under the care of Baltimore Yearly Meeting to pay American Indians for lands Quakers had settled. Unable to locate survivors of the natives, the Indian Affairs Committee distributes the interest income from this endowment to organizations which assist and advocate for American Indians.

### **MANUAL OF PROCEDURE COMMITTEE**

The Manual of Procedure Committee, composed of not fewer than three persons nominated by the Nominating Committee and appointed by the Yearly Meeting, is responsible for continually updating the Manual by incorporating all changes in procedure adopted by the Yearly Meeting. The Committee may recommend changes in procedure deemed useful to the Yearly Meeting. Such changes are to be recommended in writing to the Interim Meeting for consideration and forwarded to the Yearly Meeting if approved. In the interest of accuracy and clarity, the Manual of Procedure Committee may copy edit the Manual of Procedure.

### **MINISTRY AND PASTORAL CARE COMMITTEE**

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 the Yearly Meeting with programs, retreats, workshops at Annual Session, and during the year as needed. The Clerk of the Ministry and Pastoral Care Committee serves as a member 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 endorsements 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 Friends 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 are expected to 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 working support groups for these Friends. The Committee maintains a current list of all recorded ministers within the Yearly Meeting.

The following working groups are under the care of Ministry and Pastoral Care:

- Intervisitation Working Group
- Pastoral Care Working Group
- Spiritual Formation Program Working Group
- Women's Retreat Working Group
- Working Group on Racism

## **NOMINATING COMMITTEE**

The Nominating Committee is composed of 12 persons, with at least one from each Quarterly Meeting. One-third of the Committee is nominated each year by the Interim Meeting for appointment by the Yearly Meeting. Quarterly Meetings may suggest the names of suitable persons from their membership to serve on the Nominating Committee.

The Committee recommends to the Yearly Meeting in session the names of persons to serve on committees and in other offices for which no other means of nomination has been herein provided. Unless otherwise specified, a three-year term is suggested for all committee members, one-third of the membership of a committee being appointed each year to serve from the close of the Yearly Meeting session at which they were appointed. Persons may be appointed to an office or committee for no more than six consecutive years, unless longer terms are specified.

Nominations may arise in the Nominating Committee, or may be suggested to the Committee by Quarterly or Monthly Meetings, by clerks or members of established committees, or by any member of the Yearly Meeting. Normally, persons eligible for nomination are members of Baltimore Yearly Meeting. However, the Nominating Committee may nominate Friends from other Yearly Meetings who are sojourning among us. On the recommendation of a Monthly Meeting, the Committee may nominate an active attender, except that appointments to other Friends organizations must be limited to members of the Society of Friends if the applicable bylaws so specify.

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. However, the nomination of a particularly well 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.

Friends appointed to the Nominating Committee may complete a term already being served on another Committee; and a Nominating Committee member may be nominated for service on another committee immediately on rotation off the Nominating Committee.

In order for the business and concerns of the Yearly Meeting to be effectively carried forward, it is desirable for committees to be representative of various age groups and interests and for Friends to become acquainted with various aspects of Yearly Meeting affairs. It is the duty of the Nominating Committee to evaluate the qualifications of Friends for committee service and to endeavor to be informed about the functioning of Yearly Meeting Committees, in order to ascertain at what point a committee assignment or a change of assignment might benefit a Friend, the Yearly Meeting, or both.

## **PEACE AND SOCIAL CONCERNS COMMITTEE**

The Peace and Social Concerns Committee consists of approximately 12 members nominated by the Nominating Committee and appointed by the Yearly Meeting.

The Committee recognizes that an enduring peace requires social justice, and that the two are inextricably bound together. Friends' concerns for nonviolence in international affairs and in the alleviation of situations of tension in society are translated into education and action programs of the Yearly Meeting. The Committee stimulates and coordinates activities of Monthly Meeting Peace and Social Concerns Committees regarding those issues that affect the fabric of society and on which Quaker testimonies can be brought to bear. It serves as a resource to Baltimore Yearly Meeting and its constituent Meetings, gathering and disseminating information.

The Committee also works with Monthly Meetings to address these concerns. It may also bring to the attention of the Yearly Meeting other international and domestic concerns that affect relationships between the economically developed and less-developed countries or the relationship between people with greatly different economic means wherever they may live.

Friends are encouraged to record their personal statements of pacifism by sending signed and dated statements to their Monthly Meetings and to the Yearly Meeting. The names of all persons filing such statements are to be listed in the Yearbook published following receipt of the documents.

The Peace and Social Concerns Committee acts as the conscience of the Yearly Meeting in issues relating to prison concerns and the death penalty. The Committee recommends to Nominating Committee, as appropriate, one person to be approved by the Board of Directors of Prisoner Visitation and Support for a three-year, once renewable term. The Board meets in Philadelphia two or three times a year.

As appropriate, Peace and Social Concerns recommends to Nominating Committee one person for a three-year, once-renewable appointment by the Yearly Meeting, to serve on the Board of Directors of Quaker House, which meets five times a year in various locations in North Carolina.

As appropriate, Peace and Social Concerns recommends to Nominating Committee one person for a three-year, once-renewable appointment by the Yearly Meeting, to serve as a representative to the Interfaith Action for Human Rights (IAHR).

The Working Group for Refugees, Immigrants, and Sanctuary is under the care of the Peace and Social Concerns Committee. The Working Group on Civil and Human Rights of Transgender and Non-Binary People is under the care of Peace and Social Concerns.

### **PROGRAM COMMITTEE**

The Program Committee consists of nine persons nominated by the Nominating Committee and appointed by the Yearly Meeting, plus the following, ex-officio: the Presiding Clerk of Yearly Meeting, the Clerk of Ministry and Pastoral Care Committee, the General Secretary and Youth Programs Manger of the Yearly Meeting, the Young Friends Annual Session Planners, the clerk of Junior Yearly Meeting staff, and a registrar appointed by the Committee.

The Program Committee has oversight of all program plans for Yearly Meeting sessions. This oversight includes negotiating each year a suitable site for the following year's Annual Session, Junior Yearly Meeting, the planning of the time schedule in detail, assigning places for all meetings, selecting guest speakers and special program events or delegating the selection to appropriate groups, and caring for the book room.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will ensure that any necessary staff and volunteer training is provided and that programs and events are carried out in compliance with policy guidelines.

### **RELIGIOUS EDUCATION COMMITTEE**

The Religious Education Committee consists of approximately 12 persons nominated by the Nominating Committee and appointed by the Yearly Meeting, and the Clerks of the Religious Education Committees of all Monthly Meetings. The Committee is an avenue through which the Yearly Meeting exercises its responsibility for the spiritual nurture of its young people and adults.

The Committee supports Monthly Meeting Religious Education Committees and First Day School teachers in their work with all age groups. This is done through curriculum planning, resource information, and consultation with committee members, as well as through workshops, teacher preparation programs, and retreats.

The Committee names one of its members to serve on the Sue Thomas Turner Quaker Education Fund Committee for a two-year term.

### **STEWARDSHIP AND FINANCE COMMITTEE**

The Stewardship and Finance Committee consists of 14 members nominated by the Nominating Committee and appointed by the Yearly Meeting, with careful attention to the special need of this Committee to be knowledgeable about the situation of all Monthly Meetings. Ideally, each Quarterly Meeting is represented. In addition, the Treasurer and Assistant Treasurer are ex-officio members of this Committee, and either the Treasurer or the Clerk of the Stewardship and Finance Committee from each local Meeting is a corresponding member.

Each year, the Committee prepares for Yearly Meeting consideration a budget and a plan of apportionment of the budget to the Monthly Meetings. It has oversight of the accounting methods used and the adequacy of the financial reports given by the Treasurer, and it makes adequate provision for preservation of all assets of the Yearly Meeting not specifically managed by the Trustees.

This Committee is also expected to keep all Monthly Meetings informed of the financial needs of the Yearly Meeting and aware of their responsibility to support adequately the activities of the Religious Society of Friends, including any special appeals from Friends General Conference and Friends United Meeting.

The Clerk or another member of the Stewardship and Finance Committee serves as a member of the Camp Property Management Committee. The Clerk or another member of the Stewardship and Finance Committee serves as a member of the Development Committee.

## **SUE THOMAS TURNER QUAKER EDUCATION FUND COMMITTEE**

The Sue Thomas Turner Quaker Education Fund Committee consists of one member appointed by the Advancement and Outreach Committee and one appointed by the Religious Education Committee. Such appointments are for two-year terms. Members may not serve for more than six consecutive years. Other members may be co-opted as appropriate. In addition, Rosalind Turner Zuses will serve as convener without a term limit until such time as she is unable or unwilling to continue.

The fund was established in Baltimore Yearly Meeting in 1996 by Howard and Rosalind Turner Zuses in recognition of Sue Thomas Turner's long support of Quaker education and Quaker values in public education. Its purpose is to support the understanding and practice of Quaker faith in schools and to support the growth of a life lived in the Spirit by members of the school communities. School community members include students, faculty, staff, administration, trustees, and parents. The fund is targeted for, but not limited to, Friends schools under the care of a Friends Meeting.

The fund is intended to be used for materials, lectures and consultants, workshops and retreats, and programs and activities which help to explain Quaker faith and practice to members of the school communities, to be brought into the schools for individuals or groups from the school communities to attend workshops, classes, or retreats on Quaker faith and practice and spiritual development, and for the creation and distribution of materials related to these issues by members of the school communities. The fund would be limited to uses which are in addition to those already funded by a school or committee budget, or to augment funds to enable a use which exceeds ordinary funding.

Applications from schools, meetings, committees, Friends agencies, or individuals for a specific project must be received by March 1. In general, the Committee meets once a year, usually at Spring Interim Meeting Day. The amount of money distributed is a percentage, adjusted as the Committee determines is appropriate, of the value of the Fund at the time of distribution.

## **UNITY WITH NATURE COMMITTEE**

The Unity with Nature Committee consists of approximately 12 persons nominated by the Nominating Committee and appointed by the Yearly Meeting. Monthly Meetings not represented on the Committee are invited to select representatives to the Committee.

Recognizing that the entire world is an interconnected manifestation of God, the Unity with Nature Committee seeks to work into the beliefs and practices of the Yearly Meeting the twin principles that God's Creation is to be respected, protected, and held in reverence, and that human aspirations for peace and justice depend upon restoring the Earth's ecological integrity. The Committee promotes these principles by example, by communication, and by providing spiritual and material support to those engaged in transforming our relationship with the Earth. It serves as a resource for Unity with Nature concerns and activities of individuals and of Monthly Meetings.

As appropriate, the Unity with Nature Committee recommends one person as a representative and one person as an alternative representative to the Nominating Committee for a three-year, once renewable appointment by the Yearly Meeting to the Steering Committee of Quaker Earthcare Witness. Unity with Nature recommends to Nominating one person for a three-year, once renewable appointment by the Yearly Meeting, to serve on the Board of Directors of the Friends Wilderness Center.

The Working Group on Right Relationship with Animals is under Unity with Nature's care.

## **YOUTH PROGRAMS COMMITTEE**

The Youth Program Committee consists of 16 adults nominated by the Nominating Committee and appointed by the Yearly Meeting, as well as the Youth Programs Manager, the Young Friends Clerks, and Young Friends appointed by the Young Friends Business Meeting.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will ensure that programs and events are carried out in compliance with policy guidelines.

The Youth Programs Committee oversees and coordinates all Yearly Meeting youth programs for junior high/middle school and high school youth, with the exception of the Camping Program and Junior Yearly Meeting. It provides advice and support for the Youth Programs Manager. To this end the Committee does the following: provides a Designated Friendly Adult Presence (FAP) for every Young Friends and Junior Young Friends conference; recruits, trains, evaluates, and mentors adults in the Yearly Meeting who have a leading to work with our programs; supports the Youth Programs Manager in coordinating and communicating with Junior Yearly Meeting and other Yearly Meeting committees involved in youth programs; and provides the Yearly Meeting with access to the approved Junior Young Friends Handbook and Young Friends Handbook and ensures that Yearly Meeting is notified of major revisions.

The Young Friends Yearly Meeting Planners serve on the Program Committee. The Young Friends Nuts and Bolts Committee is nominated and appointed by the Young Friends Business Meeting. To encourage youth to take an active part in the affairs of the Yearly Meeting, the Young Friends Nuts and Bolts Committee Clerk is expected to participate in Interim Meeting. Details of the procedures of the Young Friends Nuts and Bolts Committee and Young Friends Conferences can be found in the Young Friends Handbook, available from Baltimore Yearly Meeting.

## **VI. SPECIAL GROUPS AND WORKING GROUPS**

### **Special Groups**

Concerned individuals desiring to establish a new Special Group bring their idea to Interim Meeting, either themselves directly, or through a Monthly Meeting, or through a standing committee of the Yearly Meeting. If, after due consideration, there is general support and approval, Interim Meeting recommends to the Yearly Meeting that such a Special Group be established. If the Yearly Meeting approves, the group is established.

Some groups organize themselves while some others consist of ex-officio members. The description of each group explains its concerns, organization, and membership. Unless otherwise provided, each group selects its own clerk.

Each group is expected to report annually to the Yearly Meeting. Any report, action, or statement of a special group is expected to be approved in the manner of Friends at a meeting of the group of which all the members of the group were given reasonable notice. Special groups are empowered to raise or accept monies only with the prior approval of the Interim Meeting or the Yearly Meeting in session.

Current Special Groups (there is just one at this time): Young Adult Friends.

### **YOUNG ADULT FRIENDS**

Baltimore Yearly Meeting Young Adult Friends, constituted in 1986, is a group of women and men aged approximately 18 to 40 years. It is open to other adults who may be interested in the group's activities. It chooses its own officers, term lengths, meeting times, and goals. Its Clerk attends Interim Meeting.

The general purpose of the group is to let young adult Quakers and attenders share their spiritual journeys with others. It provides fellowship for people from widely scattered Meetings and includes those who may feel isolated because there are few of their age in their Meetings.

The group meets at Yearly Meeting and reports to Yearly Meeting. The group holds several retreats a year. These include worship, meetings for business, workshops, service projects, cooking and cleaning together, and social time.

### **Working Groups**

Any standing committee or the Trustees, with the concurrence of Interim Meeting, may establish a Working Group. The Working Group need not have members of the sponsoring committee among its members, but reports to and through that committee. Unless otherwise provided, each Working Group selects its own clerk. Each Working Group is expected to report in writing annually to the Yearly Meeting. Any report, action, or state-

ment of a Working Group is expected to be approved in the manner of Friends at a meeting of the Group of which all members of the Group were given reasonable notice. Working Groups are empowered to raise or accept monies only with the prior approval of the Interim Meeting and in coordination with the Development Committee. The minute establishing the Working Group specifies whether a member of the Working Group or the clerk of the sponsoring committee will authorize disbursements. When the Working Group's activities are complete or it is no longer active, the sponsoring committee or Interim Meeting lays it down.

Current Working Groups (and sponsoring committee):

- End of Life Working Group (Advancement and Outreach)
- Growing our Meetings Working Group (Advancement and Outreach)
- Internet Communications Working Group (Advancement and Outreach)
- Intervisitation Working Group (Ministry and Pastoral Care)
- Pastoral Care Working Group (Ministry and Pastoral Care)
- Spiritual Formation Program Working Group (Ministry and Pastoral Care)
- STRIDE Working Group (Growing Diverse Leadership)
- Women's Retreat Working Group (Ministry and Pastoral Care)
- Working Group on Civil and Human Rights of Transgender and Non-Binary People (Peace and Social Concerns)
- Working Group on Racism (Ministry and Pastoral Care)
- Working Group on Refugees, Immigrants, and Sanctuary (Peace and Social Concerns)
- Working Group on Right Relationship with Animals (Unity with Nature)
- Youth Safety Policy Working Group (Trustees)

## **VII. AFFILIATION WITH FRIENDS GENERAL CONFERENCE, FRIENDS UNITED MEETING, AND FRIENDS WORLD COMMITTEE FOR CONSULTATION**

Baltimore Yearly Meeting is affiliated with three larger bodies of Friends: Friends General Conference (FGC), Friends United Meeting (FGC), and Friends World Committee for Consultation (FWCC). Any member of Baltimore Yearly Meeting may be considered for appointment to the various agencies of each of these organizations. Appointments of the appropriate number of persons are made annually to serve three-year terms as members of the Central Committee of Friends General Conference and as representatives to Friends World Committee for Consultation Section of the Americas. Appointments of the appropriate number of representatives and alternates to Friends United Meeting are made every three years at the Yearly Meeting sessions immediately preceding the Friends United Meeting Triennial sessions. Appointments to such responsibilities are made by the Yearly Meeting, upon nomination by the Nominating Committee, in accordance with the procedures and requests of the respective bodies.

## **FRIENDS GENERAL CONFERENCE**

Friends General Conference, established in 1900, is an association of 15 Yearly Meetings and 12 Monthly Meetings as of 2015. Its coordinating body is its Central Committee, to which member groups make appointments in proportion to the number of persons in their fellowship.

Central Committee members are expected to participate in one long weekend annually, and to serve on one of the program or administrative committees. This may involve several other meetings annually. In addition they are expected to communicate to Friends General Conference the needs and hopes of their parent bodies, and to interpret to their own groups the needs and programs of Friends General Conference.

All Friends are encouraged to attend the annual week-long Friends General Conference Gathering of Friends each summer. Information about FGC resources can be found on their web site, [www.FGCQuaker.org](http://www.FGCQuaker.org). Details of the procedures of Friends General Conference can be found in the Friends General Conference Organizational Blue Book available from Friends General Conference, 1216 Arch Street, 2B, Philadelphia Pennsylvania 19107.

## **FRIENDS UNITED MEETING**

Friends United Meeting was formed in 1902 as the Five Years Meeting of Friends, changing its name to Friends United Meeting in 1960. As of 2015, it is composed of 12 North American Yearly Meetings, and 22 Yearly Meetings from the Caribbean, East Africa, and the Middle East. It meets triennially and publishes a complete record of its proceedings. It has jurisdiction over matters delegated to it by the constituent Yearly Meetings. Friends United Meeting may provide Yearly Meetings with advice and counsel.

Each Yearly Meeting in Friends United Meeting is entitled to appoint five representatives to the Triennial Sessions, plus one additional representative for each 1,000 members or major fraction thereof. (According to FUM procedures, if an appointed representative does not attend the Triennial, those representatives present may select a replacement representative from those members of Baltimore Yearly Meeting attending the Triennial. This is to be reported to the Yearly Meeting in session.) Representatives form the Representative Body. Major matters and proposals are considered by the Representative Body and the plenary sessions. Routine procedural matters may be acted upon by the Representative Body and reported to the Plenary Session which reserves the right to approve, disapprove, or reconsider.

At the time representatives are nominated, each Yearly Meeting names one of its representatives to serve on the Triennial Nominating Committee and another to serve on the Triennial New Business Committee. Baltimore Yearly Meeting's representatives, including those persons named to the General Board, serve also for the three years following the Triennial sessions to which they were appointed as a support group for the relationship between Baltimore Yearly Meeting and Friends United Meeting.

Between Triennial Sessions, the General Board is the responsible body and legal representative of Friends United Meeting. Each Yearly Meeting makes appointments to the General

Board during the year preceding the Triennial Sessions. The formula for determining the number of appointments is: membership of 3,000 or less, maximum of 2 appointees; 3,001 to 10,000, maximum of 3 appointees; 10,001 and over, maximum of 4 appointees. One of the General Board members is designated to serve on the General Board Nominating Committee.

The General Board has four regular administrative Committees: Executive Committee, Finance Committee, Nominating Committee, and Program Coordinating and Priorities Committee. The Nominating Committee of the General Board includes one appointee from each Yearly Meeting, designated by the Yearly Meeting, from among those who are its General Board representatives. The General Board also appoints from its members such program committees as are necessary to give continuity and support to the work of Friends United Meeting. Every member of the General Board serves on at least one of its committees.

Practice has been for each Yearly Meeting to name one representative to the Triennial Planning Committee for the upcoming Triennial.

Yearly Meetings contribute to a travel pool, administered by the General Board, to cover expenses of the designated number of representatives traveling to and from the Triennial sessions.

All Friends are encouraged to attend the Friends United Meeting Triennial sessions. Information about Friends United Meeting resources can be found on their web site, [www.fum.org](http://www.fum.org).

Details of the procedures of Friends United Meeting can be found in the pamphlet, Friends United Meeting Organization and Procedure, 1996, available from Friends United Meeting, 101 Quaker Hill Drive, Richmond Indiana 47374.

## **FRIENDS WORLD COMMITTEE FOR CONSULTATION**

Friends World Committee for Consultation, formed in 1937, is a worldwide association of Yearly Meetings and affiliated groups. It is a consultative body whose purpose is to provide links among Friends who may be separated by geography, culture, or practices that emphasize different aspects of Quakerism. It aims: to facilitate loving understanding of diversity among Friends; to discover together, with God's help, our common spiritual ground; and to facilitate full expression of Friends' testimonies in the world.

All Yearly Meetings and groups affiliated with FWCC worldwide meet together once every three years. In an effort to keep these gatherings to a workable size, attendance is restricted to Yearly Meeting representatives and other appointed delegates and observers. Representation of Yearly Meetings at the triennial sessions is based on a formula of two persons for any Yearly Meeting or group, three persons for Yearly Meetings with between 1,001 and 3,000 members, four representatives for Yearly Meetings with between 3,001 and 5,000 members, and one additional representative for each additional 5,000 members or fraction thereof. The Yearly Meeting's representatives are selected by the Interim Meeting from among the representatives to the Section of the Americas. Those attending the

FWCC triennial sessions are encouraged to report to as many groups within the Yearly Meeting as possible.

Friends World Committee for Consultation is organized into four geographical sections. Baltimore Yearly Meeting is in the Section of the Americas, which covers the entire western hemisphere. The Section, in turn, is divided into smaller geographical regions, of which Baltimore Yearly Meeting is in the Southeastern region. Some activities of the Section of the Americas are the Quaker Youth Pilgrimage (in collaboration with the Europe and Middle East Section), Wider Quaker Fellowship, and Comité de los Amigos Latinamericanos (Committee of Latin American Friends). The principal function of the regions within the Section is to provide opportunities for as many Friends as possible within a particular geographical region to come to know Friends outside of their own Yearly Meeting.

Each Yearly Meeting in the Section appoints representatives to the Section based on a formula of four persons for the first 1,000 members of the Yearly Meeting and one for each additional 2,500 members or fraction thereof. Baltimore Yearly Meeting representatives are nominated by the Nominating Committee and appointed by the Yearly Meeting for terms of three years, not all representatives being appointed in the same year. As with other Yearly Meeting appointments, service as a representative will generally not exceed six consecutive years. The representatives are expected to be committed to openness and learning from Friends representing other traditions of worship, theology, and culture.

These representatives attend Sectional and regional meetings (usually an annual meeting for each) and are eligible to serve on the various committees of the Section. All Friends are welcome at Sectional and regional meetings. The representatives help keep the Yearly Meeting informed about the activities of the organization.

## **VIII. CORPORATIONS AFFILIATED WITH BALTIMORE YEARLY MEETING FRIENDS HOUSE RETIREMENT COMMUNITY**

Friends House, Inc. and Friends Nursing Home, Inc. were merged into Friends House Retirement Community (“Friends House”) in July 2017. Friends House provides housing, health care services, and other services to persons 62 years of age or older. Friends House is governed by a self-appointed 14 to 19 member Board of Directors. At least 60 percent of the Directors must be members of the Religious Society of Friends.

Baltimore Yearly Meeting (BYM) is invited to nominate three persons to be approved by the Friends House Board of Directors. Beginning in 2017, BYM may nominate one person each year for a three-year, once renewable term. A renewed term counts as that year’s nomination. No more than three directors will be BYM nominees at any one time. BYM nominees will be named at the Spring Interim Meeting. If approved by the Friends House Board, the approved Director would begin their term the following September.

BYM will not consider current Friends House Board Directors for nomination in 2017, 2018, and 2019.

Directors attend regular meetings of the Board, participate in Board committees, and help keep the Yearly Meeting informed of the work of the Board in operating a Continuing Care Retirement Community (CCRC) in Sandy Spring, Maryland.

Friends House, Inc. and Friends House Nursing Home, Inc. were originally established in 1966 and 1968, respectively.

### **FRIENDS MEETING SCHOOL, INC.**

Friends Meeting School, Inc., established in 1997, is governed by a Board of Trustees consisting of between 4 and 21 persons: two named by the Yearly Meeting for approval by the Friends Meeting School Board of Trustees, the remainder by the Board itself. The School is located in Ijamsville (Frederick County), Maryland. Trustees must be at least 21 years of age. Terms normally begin on July 1 and run for three years. No Trustee may serve more than three consecutive terms.

The Board of Trustees meets once a month, normally on Sunday afternoon. Each member of the Board is expected to participate on a Board committee. Representatives of Baltimore Yearly Meeting serving on the Board are expected to keep Baltimore Yearly Meeting informed about the programs and spiritual condition of the school, including submitting an annual written report.

Friends Meeting School was formerly under the spiritual care of Seneca Valley Preparative Meeting and in 2009 also came under the spiritual care of Baltimore Yearly Meeting. Seneca Valley Preparative Meeting was laid down in 2013. The “spiritual care of Friends Meeting School” involves everyone associated with the school—including all of Baltimore Yearly Meeting, the teachers, staff, parents, alumni, and even the students themselves—caring for the school in the same manner as Isaac Pennington defined a Friends community nearly 350 years ago: “our life is love, and peace, and tenderness; and bearing one with another, and forgiving one another, and not laying accusations one against another; but praying one for another, and helping one another up with a tender hand” (1667).

### **MILES WHITE BENEFICIAL SOCIETY**

The Miles White Beneficial Society (MWBS) of Baltimore City was founded and incorporated in 1874 to administer a testamentary trust under the will of Miles White, a member of the meeting in Baltimore Yearly Meeting of Friends (Orthodox) currently named Baltimore Monthly Meeting, Homewood. The MWBS awards scholarships to college students, grants to Quaker schools and other organizations with connections to the Quaker community, and grants to charitable organizations in the greater Baltimore area. Upon the consolidation of the two Baltimore Yearly Meetings in 1968, oversight of the MWBS passed to the Yearly Meeting. In 2011, the Yearly Meeting agreed that the MWBS should become a “supporting organization” for the Yearly Meeting, and the Yearly Meeting has since then appointed or reappointed the trustees of the MWBS.

The trust is administered by the trustees of the Society, and the organization annually makes a written report to the Baltimore Yearly Meeting. There are seven to ten trustees, nominated by the Nominating Committee and appointed by the Yearly Meeting, during

its Annual Session, to serve a three-year term which commences after the Miles White Beneficial Society's annual meeting in October. Appointees may serve three consecutive three-year terms. Trustees typically meet monthly.

### **SANDY SPRING FRIENDS SCHOOL, INC.**

Sandy Spring Friends School, Inc., established in 1959, is governed by a Board of Trustees consisting of between 20 and 30 persons, normally 24: four appointed by the Yearly Meeting, eight by Sandy Spring Monthly Meeting, and the remainder by the Board itself. Ordinarily each year the Yearly Meeting appoints one trustee to serve a four-year term commencing with the September meeting of the Board following appointment. Appointees serve no more than two consecutive terms.

The appointees attend meetings of the Board of Trustees, participate in the directions of the programs of the corporation, and keep the Yearly Meeting informed of such programs. Sandy Spring Friends School reports annually to the Yearly Meeting.

## **IX. REPRESENTATIVES TO OTHER ORGANIZATIONS**

Representatives to organizations not part of the Yearly Meeting but to which the Yearly Meeting regularly nominates, appoints, or sends representatives, are nominated by the Nominating Committee and appointed by the Yearly Meeting in accordance with the procedures of the organizations to which they are named.

### **AMERICAN FRIENDS SERVICE COMMITTEE**

The American Friends Service Committee (AFSC) carries out service, development, social justice, and peace programs throughout the world. It was founded by Quakers in 1917 to provide conscientious objectors with an opportunity to aid civilian war victims. Attracting the support and partnership of people of many races, religions, and cultures, AFSC's work is based on the Quaker belief in the worth of every person and faith in the power of love to overcome violence and injustice.

AFSC is directed by the American Friends Service Committee Corporation, through a Board of Directors elected by the Corporation from among its members. Corporation members all must be members of the Religious Society of Friends.

Baltimore Yearly Meeting may appoint five persons to the Corporation. These persons, nominated by the Nominating Committee and appointed by the Yearly Meeting in staggered three-year terms, are expected to participate in the annual meeting of the Corporation, usually held in Philadelphia.

These representatives are selected from those interested in projects of the American Friends Service Committee. They attempt to interest other persons in contributing to, working for, and being concerned about the American Friends Service Committee.

### **FRIENDS COMMITTEE ON NATIONAL LEGISLATION**

The Friends Committee on National Legislation (FCNL) is a public interest lobby founded in 1943 by members of the Religious Society of Friends. FCNL seeks to bring the con-

cerns, experiences, and testimonies of Friends to bear on policy decisions in the nation's capital. People of many religious backgrounds participate in this work. FCNL's staff and volunteers work with a nationwide network of thousands to advocate social and economic justice, peace, and good government.

FCNL is governed by a General Committee of 240 Friends, two-thirds of whom are appointed by 26 of the U.S. Yearly Meetings and seven national Friends organizations; the other third is appointed by the General Committee itself. All members of the General Committee must be members of the Religious Society of Friends and U. S. citizens. The General Committee meets each November to conduct business that includes establishing legislative policy and priorities. Between these Annual Meetings an Executive Committee and several other Committees guide the program and administration of FCNL. Further information is available at the FCNL web site, <https://fcnl.org>.

The six Baltimore Yearly Meeting representatives to the FCNL are nominated by the Nominating Committee and appointed by the Yearly Meeting, two each year for three-year terms.

These representatives are selected from those interested in the work of the Friends Committee on National Legislation and are expected to participate in its meetings. They attempt to educate other persons concerning the purposes of the Friends Committee on National Legislation in the area of civic action in matters of concern to Friends and to interest others in contributing to and working for this organization.

### **FRIENDS PEACE TEAMS**

Friends Peace Teams, Inc. (FPT), is a not-for-profit corporation initiated in 1995 by Friends from several U.S. Yearly Meetings. It seeks to promote social welfare, peacebuilding, healing, and reconciliation through its work to develop long-term relationships with communities in conflict around the world.

FPT activities overall are conducted under the auspices of the FPT Council, a governing board of representatives appointed by Friends Yearly Meetings and other interested members appointed at large. For more information on FPT staffing and peace work initiatives around the world, see their website, [www.FriendsPeaceTeams.org](http://www.FriendsPeaceTeams.org). The Council meets annually at one in-person business meeting (called "Face to Face") and monthly by phone and internet.

Baltimore Yearly Meeting may appoint one representative and one alternate to the FPT Council, each for three-year terms, upon nomination by the Nominating Committee and appointment by the Yearly Meeting.

### **FRIENDS WILDERNESS CENTER**

The Friends Wilderness Center provides a place for meditation and spiritual nourishment in a rustic environment within Rolling Ridge Foundation property in Jefferson County, West Virginia. Its mission includes preserving this natural sanctuary and hosting a variety of events. The Board of Directors consists of six to fifteen members, a majority of whom must be members of the Society of Friends. Unity with Nature recommends to Nominating

Committee one person for a three-year, once renewable, appointment by the Yearly Meeting, to serve on the Board of Directors.

## **INTERFAITH ACTION FOR HUMAN RIGHTS**

Interfaith Action for Human Rights (IAHR) is composed of persons in Maryland, Virginia, and Washington, D.C., for the purpose of educating, advocating, and lobbying to end human rights abuses within their states. There is action towards eliminating solitary confinement, as well as improving prison conditions and supporting those affected. Quakers are involved at all levels.

Baltimore Yearly Meeting suggests a person to serve on the board of directors for a three-year term, not to exceed two terms. Persons suggested by Baltimore Yearly Meeting are then interviewed by the board of directors, and nominated to serve. Board members are expected to participate in a committee, attend monthly board meetings, and support IAHR financially.

## **PRISONER VISITATION AND SUPPORT**

Prisoner Visitation and Support is an interfaith visitation program that is authorized to visit all federal and military prisons in the U.S. Its visitors are volunteers who meet monthly with prisoners who have requested visits. Priority is given to those who are in solitary confinement, are on death row, are serving long sentences, or who do not receive other visits. The organization is nonprofit and separate from official prison structures.

The Peace and Social Concerns Committee recommends to Nominating Committee, as appropriate, one person to be approved by the Board of Directors of Prisoner Visitation and Support for a three-year, once renewable term. The Board meets in Philadelphia two or three times a year.

## **QUAKER EARTHCARE WITNESS**

The Quaker Earthcare Witness is an organization of North American Quakers seeking ways to integrate their concern for environment with Friends long-standing testimonies for simplicity, peace and equality. It has a policy-making Steering Committee to which Yearly Meetings name representatives.

The Unity with Nature Committee suggests names, as appropriate, to the Nominating Committee for appointment by the Yearly Meeting of a representative and an alternate representative for a three-year, once renewable appointment to the Steering Committee of Quaker Earthcare Witness.

## **QUAKER HOUSE, FAYETTEVILLE, NORTH CAROLINA**

Established in 1969, Quaker House is an incorporated organization with representatives appointed by three yearly meetings and about a dozen Monthly Meetings. It provides assistance to military personnel, their families, and those contemplating military service. Quaker House offers information about service-related issues that may involve conscience or unfair treatment, as well as free counseling about domestic violence and sexual assault

within the military. They also provide education about topics such as torture and moral injury, and work to promote peace and build relationships between the military and the public. As appropriate, Peace and Social Concerns Committee recommends to Nominating one person for a three-year, once renewable, appointment by the Yearly Meeting, to serve on the Board of Directors of Quaker House, which meets five times a year in various locations in North Carolina.

## WILLIAM PENN HOUSE

William Penn House is a Quaker seminar and hospitality center in Washington, District of Columbia. Established in 1966 as a project of Friends Meeting of Washington, it was incorporated as an independent, nonprofit entity in November 1993. Its structure includes a National Consultative Committee of representatives from 20 Friends organizations and Yearly Meetings.

Baltimore Yearly Meeting may appoint one person as representative and one alternate to the National Consultative Committee for a term of three years. Nominations are made by the Nominating Committee and approved by the Yearly Meeting in session.

## X. CHANGES IN *FAITH AND PRACTICE*

Revisions to *Faith and Practice* are initiated by one or more Monthly or Quarterly Meetings or committees of the Yearly Meeting and are presented in writing to the Yearly Meeting. The Yearly Meeting then appoints at least three persons, nominated by the Nominating Committee, to serve on the Faith and Practice Committee.

The Committee may help prepare proposed changes to ensure clarity and consistency with other sections of *Faith and Practice*. It circulates proposed revisions to all the Monthly and Quarterly Meetings in Baltimore Yearly Meeting with sufficient time that Monthly Meetings may prepare comments for a Quarterly Meeting session before Yearly Meeting. It is responsible for ensuring that changes approved by the Yearly Meeting are incorporated into *Faith and Practice*. For “Important Minutes” from prior years, please see the 2013 Resource for *Faith & Practice*, pages 241-55 at <http://www.bym-rsf.org/publications/fandp/>.

## XI. CHANGES IN THE MANUAL OF PROCEDURE

Changes in the *Manual of Procedure* may be initiated by Interim Meeting or by any member or any committee of the Yearly Meeting. Ideally, the proposal is first presented in writing to the Interim Meeting. The Interim Meeting will consider the proposal at its next meeting. If considered appropriate as presented or revised, the proposal will be forwarded to the Yearly Meeting at its next session, except that changes presented by the Manual of Procedure Committee implementing a policy adopted at the last Annual Session do not have to be forwarded. Where substantive changes have been made (that is, changes that alter the meaning of the Manual, for example, adding a new committee or laying down an existing one), the changes are forwarded. The Yearly Meeting in session receives proposed changes and may approve, reject, postpone, or return the proposed change to the Interim Meeting for further consideration. In any case, a written report of the action of the Interim Meeting is to be sent to those initiating the item, who may then, if so led, take the matter directly to a Yearly Meeting session.

The Manual of Procedure Committee incorporates into the Manual changes in procedure adopted by the Yearly Meeting and recommends changes in procedure deemed useful to the Yearly Meeting. When proposing changes, Yearly Meeting members or committees may find it helpful to work with the Manual of Procedure Committee. In the interest of accuracy and clarity, the Manual of Procedure Committee may copy-edit the *Manual of Procedure*. The Manual of Procedure Committee is not responsible for making changes to entries in XII. Appendices.

## **XII. APPENDICES**

### **APPENDIX A**

#### **ARTICLES OF CONSOLIDATION**

Baltimore Yearly Meeting of Friends, Stony Run

Baltimore Yearly Meeting of Friends (Orthodox)

First: Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) agree that such corporations shall consolidate and thereby form a new corporation. The terms and conditions of the consolidation and the mode of carrying the same into effect are hereby set forth in these Articles of Consolidation.

Second: The new corporation shall be formed under the laws of the State of Maryland.

Third: The consolidating corporations are Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) both of which are corporations organized and existing under the laws of the State of Maryland.

Fourth: The matters and facts required to be stated in Articles of Incorporation other than provisions with respect to incorporators are:

1. The name of the corporation is: Baltimore Yearly Meeting of the Religious Society of Friends.
2. Baltimore Yearly Meeting of the Religious Society of Friends is composed of the members of Monthly Meetings formerly affiliated with Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting (Orthodox) (sometimes through intermediate bodies such as Quarterly Meetings) together with all those persons who may hereafter become members thereof, located in Maryland, Pennsylvania, Virginia, the District of Columbia and other adjacent areas.
3. The purposes for which the corporation is formed are:
  - (A) To continue without interruption the work of Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) and to have all their powers, duties, and obligations.
  - (B) To promote the religious interests and welfare of its members and its constituent Monthly Meetings, together with the boards, committees, institutions and instrumentalities affiliated with the Religious Society of Friends, as well as to maintain relations with other religious fellowships to the end that mutual understanding and cooperation may be advanced.
  - (C) To acquire by purchase, gift, devise, bequest, or otherwise, and to own, invest, reinvest, or dispose of property, both real and personal, for such religious, educational, philanthropic and other related work as the Yearly Meeting may undertake; to purchase, own, receive, sell, assign, care for, rent, lease, mortgage, or otherwise encumber, sell, assign, transfer and convey such property for the general purposes of the Yearly Meeting; to receive and hold in trust both real and personal property for Monthly or Quarterly Meetings, boards, institutions and instrumentalities of the Religious Society of Friends, or agencies affiliated with the

Religious Society of Friends and to invest and reinvest the same; and to make any contracts for promoting the objects and purposes of the Yearly Meeting.

(D) In general to exercise any, all and every power which has heretofore been exercised by Baltimore Yearly Meeting of Friends, Stony Run, and by Baltimore Yearly Meeting of Friends (Orthodox) and which any non-profit religious and charitable corporation can be authorized to exercise, but no other power.

4. The post office address of the principal office of the corporation in Maryland is 5116 North Charles Street, Baltimore, Maryland 21210. The name of the Resident Agent of the corporation in Maryland is Theodore H. Mattheiss and the post office address of the Resident Agent is 5116 North Charles Street, Baltimore, Maryland 21210. Said Resident Agent is a citizen of the State of Maryland and actually resides therein.

5. The membership of the corporation entitled to participate in its activities and meetings shall consist of the members of the Monthly Meeting congregations affiliated with the Yearly Meeting.

6. The number of the Trustees of the corporation shall be nine (9), which number may be increased or decreased pursuant to a "Manual of Procedure for Baltimore Yearly Meeting of the Religious Society of Friends," but shall never be less than four (4). The names of the Trustees who shall act initially until their successors are chosen and qualify are: James D. Peacock, William J. Evans, F. Hooper Bond.

7. The Yearly Meeting shall not be authorized to issue capital stock.

8. The duration of the corporation shall be perpetual.

Fifth: (A) The principal offices of Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) are both located in the City of Baltimore, State of Maryland.

(B) Baltimore Yearly Meeting of Friends, Stony Run, owns real property in Frederick County and Cecil County in the State of Maryland, the title to which could be affected by the recording of an instrument among the land record.

(C) Baltimore Yearly Meeting of Friends (Orthodox) owns no real property in the State of Maryland, title to which could be affected by the recording of an instrument among the land records.

Sixth: These Articles of Consolidation were advised by the Executive Committee of Baltimore Yearly Meeting of Friends, Stony Run, and by the Executive Council of Baltimore Yearly Meeting of Friends (Orthodox) on April 1, 1967 by the adoption of a Minute declaring that the proposed consolidation provided herein was advisable substantially upon the terms and provisions set forth in these Articles of Consolidation and directing that the proposed Articles of Consolidation be submitted for action thereon at the regular annual sessions of the respective Yearly Meetings. Thereafter these Articles of Consolidation were approved by the respective regular annual sessions of the Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) according to the manner of Friends, without dissent, at said sessions both of which were held on Saturday, August 5th, at 2:00 P.M. as provided by the Laws of Maryland and the Charters of the respective corporations.

Seventh: Both Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) agree to execute, deliver and file any and all instruments or documents necessary or appropriate to accomplish the objective above stated.

IN WITNESS WHEREOF, Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) have caused these Articles of Consolidation to be signed in their respective corporate names and on their behalf by their respective officers and their respective corporate seals to be hereunto affixed and attested as of this fifth day of August, 1967.

Attest: BALTIMORE YEARLY MEETING OF FRIENDS, STONY RUN

Mary S. Farquhar  
Recording Clerk

Harry S. Scott, Jr.  
Presiding Clerk

Attest: BALTIMORE YEARLY MEETING OF FRIENDS (ORTHODOX)

Lucy G. Wellons  
Recording Clerk

Alfred H. Mikesell  
Acting Alternate Presiding Clerk

## REVISIONS TO THE ARTICLES OF CONSOLIDATION

Approved by Baltimore Yearly Meeting Representative Meeting, October 28, 1995 (R95-57)

Recorded: Department of Assessments and Taxation of the State of Maryland, December 4, 1995

Fourth:

2. "Baltimore Yearly Meeting of the Religious Society of Friends is composed of the members of Monthly Meetings located in Maryland, Pennsylvania, Virginia, the District of Columbia and other adjacent areas formerly affiliated with Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting (Orthodox), together with all those persons who may hereafter become members of existing or newly created Monthly Meetings."

3. (B) First sentence. "The corporation is organized exclusively to promote the religious, charitable, and educational interests of its members and its constituent Monthly Meetings, together with the boards, committees, institutions and instrumentalities affiliated with the Religious Society of Friends."

Sentence added: "For the above purposes the corporation may make distributions to organizations under Section 501(c)(3) of the Internal Revenue Code (or the corresponding section of any future Federal tax code.)"

(C) First sentence. "To acquire by purchase, gift, devise, bequest, or otherwise, and to own, invest, reinvest, or dispose of property, both real and personal, for religious, charitable and educational purposes and other related work as the Yearly Meeting may undertake:..."

(D) Second sentence added. "Notwithstanding any other provision of these articles, the corporation shall not carry on any activity not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code (or corresponding section of any future Federal tax code)."

4. First and second sentences. "The post office address of the principal office of the corporation in Maryland is 17100 Quaker Lane, Sandy Spring, Maryland 20860. The name of the Resident Agent of the corporation in Maryland is Frank Massey and the post office address of the Resident Agent is 17100 Quaker Lane, Sandy Spring, Maryland 20860." [NOTE: The present Resident Agent is Karen A. Treber and the post office address of the Resident Agent is 240 Armstrong Avenue, Frostburg, Maryland 21532.]

6. Third and fourth sentences added. "Each Trustee shall be a member of a Monthly Meeting which is constituent of the Baltimore Yearly Meeting. The trustee shall be appointed at the annual meeting of the Baltimore Yearly Meeting, usually held in August of each year, for a term as designated in the Manual of Procedure of the Baltimore Yearly Meeting."

8. Second sentence added. "However, should the corporation be dissolved the assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the Federal government, or to a state or local government for a public purpose."

9. New paragraph added. "9. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, directors, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501(c)(3) purposes. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or inter-

vene in (including the publishing and issuing of statements) any political campaign on behalf of, or in opposition to, any candidate for public office.”

## **REVISION TO THE ARTICLES OF CONSOLIDATION**

Recorded with the State of Maryland: September 5, 1996

Fourth: 1. “The name of the Corporation is: Baltimore Yearly Meeting of the Religious Society of Friends, Inc.”

### **APPENDIX B**

#### **WHISTLEBLOWER PROTECTION POLICY**

Baltimore Yearly Meeting is committed to the highest ethical and legal standards. In line with this commitment and BYM’s commitment to open communication, this policy provides an avenue for members of BYM to raise concerns with reassurance that they will be protected from reprisals or victimization for reporting improper conduct such as incorrect financial reporting, unlawful activity, activities that violate BYM’s policies, or other serious improper conduct.

Any BYM member (or attender of a BYM monthly meeting) who learns of unethical or wrongful conduct within Baltimore Yearly Meeting is encouraged to report this to any of the following people for further action: the General Secretary, the Clerk of Interim Meeting, the Clerk of the Yearly Meeting, or the Clerk of Trustees.

No person will be penalized, formally or informally, or retaliated against for any such report. Harassment or victimization for reporting concerns under this policy will not be tolerated.

Every effort will be made to treat the complainant’s identity with appropriate regard for confidentiality. We encourage Friends to put their names to allegations because appropriate follow-up questions and investigation may not be possible unless the complainant is identified. Concerns expressed anonymously will be explored appropriately, but consideration will be given to the seriousness of the issue raised, the credibility of the concern, and the likelihood of confirming the allegation from attributable sources.

### **APPENDIX C**

#### **CONFLICT OF INTEREST POLICY**

All Baltimore Yearly Meeting members, or attenders of BYM monthly meetings (“Friends”) are expected to avoid actual or potential conflicts of interest in dealings with BYM. Further, all Friends are expected to act in the best interest of Baltimore Yearly Meeting when fulfilling their duties as staff members or as volunteers.

An actual or potential conflict of interest occurs when a Friend is in a position to influence a decision that may result in a personal gain for that Friend, an entity associated with that Friend, or for a relative as a result of BYM’s business dealings. For the purposes of this policy, a relative is any person who is related by blood, adoption, marriage or committed partnership, or whose relationship with the employee is similar to that of persons who are related by blood, adoption, marriage or committed partnership.

Any Friend who has any influence on transactions involving purchases, contracts, or leases that might result in personal gain for the Friend, associated entity, or a relative must disclose, as soon as possible, to the General Secretary or the Clerk of Trustees the existence of any actual or potential conflict of interest so that safeguards can be established to protect all parties.

Any Friend serving on a BYM Committee that contracts for goods or services on behalf of BYM must not take part in any committee decision involving a contract with a business in which the Friend or a relative of the Friend holds any significant beneficial interest. The nature and extent of such a beneficial interest must be disclosed to the members of the committee making the decision.

Personal gain may result not only in cases in which a Friend, associated entity, or relative has a significant ownership in a firm with which BYM does business, but also when a Friend, associated business, or relative receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction or business dealings involving BYM.

The intent of this policy is to uphold the high standards of transparency and integrity that BYM always has expected of Friends. Nevertheless, the policy should be interpreted with a standard of reasonableness. Thus, failure to disclose conflicts involving very small amounts of money or failure to make formal disclosure of relationships that are well known to all parties involved will not be deemed to be violations of this policy.

## **APPENDIX D**

### **YOUTH SAFETY POLICY**

Originally Approved October 17, 2009

Updated June 15, 2013 and March 17, 2018

#### **Purpose Statement**

Baltimore Yearly Meeting (BYM) seeks to provide a safe and secure environment for the children and youth who participate in our programs and activities. We strive to provide an atmosphere of openness and trust among children, among adults, and between children and adults. We seek Divine guidance in all aspects of our programming, operations and staffing. We affirm that the adults in our programs have the responsibility for the safety and care of all, but especially the children in our programs. We recognize that youth safety depends fundamentally upon the quality of our hiring and screening processes, the training we provide for our staff and volunteers, layered supervision, and the matrix of support we provide for our staff and volunteers. Beyond written policies, we recognize that careful attention and vigilance needs to be maintained to nurture this atmosphere and provide individuals the opportunity to experience safety in our community.

All of our youth programs honor that of God in every person. After research, thought, discussion, and prayer, we have created this policy and procedures to promote the safety of all within the Yearly Meeting community while respecting the Light within each of us. The policy set forth in this document acknowledges that each of our youth programs is unique and has different operating norms. Therefore, this document strives to provide overarching policies and guidelines which allow each program the flexibility needed to operate. These procedures focus on preventing harm, responding in a timely and appropriate way to suspicions or incidents of child abuse, and offering support, clarity and allowing room for healing. By implementing the following practices, our goal is to maintain high-quality care and protection of the children and youth of Baltimore Yearly Meeting. The Yearly Meeting also seeks to protect from false accusations all who work with and support any of the Yearly Meeting's programs.

#### **Definitions**

For purposes of this policy, the terms "child," "children," "youth," or "minors" include all persons under the age of eighteen (18) years. "Youth Worker" refers to someone who is working within Yearly Meeting programs for youth, including paid staff, work-grant recipients and volunteers. "Applicant" refers to anyone who is applying to be a youth worker. "Participant" is any individual, regardless of age, who is not working, but participating in a Youth Program.

Support workers are those who assist in various youth programs by doing jobs necessary to such programs, but who are not involved in directly ministering to youth. By way of example, these workers include, but are not limited to, kitchen staff, groundskeepers and bus drivers. For purposes of this policy, these staff and volunteers shall be referred to as “Support Workers.”

Within BYM programs - which include, but are not limited to, the Junior Yearly Meeting program, the BYM Youth Programs, and the BYM Camping programs - some “youths” may indeed be “Youth Workers,” while some people over the age of 18 may be “participants.” Youth Workers who are under the age of 18 shall be referred to in this Policy as “Minor Youth Workers.”

Those in charge of those programs shall be referred to in this Policy as “program managers.”

### **Preventive Measures**

BYM seeks to prevent the occurrence of child abuse within its programs. Prevention occurs in various ways that include: carefully screening applicants, checking references, conducting criminal background checks, and regularly re-checking criminal records. It also includes training on the signs and symptoms of possible child abuse, regular monitoring of staff during youth activities, ensuring this Policy is disseminated to all who work with youth, training on this Youth Safety Policy, and creating procedures appropriate for each youth program, and monitoring compliance with those procedures, especially those designed to limit situations of one youth meeting with one adult in a closed room that might give rise to the opportunity of child abuse.

### **Selection of Workers for Positions Supervising Youth**

Year-round staff members involved with youth are hired by the General Secretary of BYM using a process that involves but is not limited to a written application, interview, reference checks and criminal background check. These year-round staff members oversee the various BYM programs for youth.

People who oversee the BYM programs serving youth are charged with the responsibility of discerning the suitability of staff and volunteers to work with our youth. All BYM employees and any persons who desire to work directly with the children participating in our programs and activities will be screened using the procedures below:

#### **a. Written application:**

All applicants for any Youth Worker position must complete an application. The applications for various BYM youth programs may differ slightly depending upon individual program needs. However, each application will request basic information from the applicant, and will inquire into such matters as previous experience with children and religious affiliation. It will require at least two references, employment information and disclosure of any criminal convictions. (See Appendix D.1 for a copy of the application for use with all youth staff and camp staff: BYM staff and JYM volunteers.) Applicants with experience in one or more Quaker programs are encouraged to obtain one of their references from someone associated with that program, or from their Monthly Meeting. This shall not be a requirement.

Access to the completed application forms will be available to those reviewing the application, and to relevant BYM staff and committee clerks.

#### **b. Applicant Interview:**

Upon review of the applications, a personal interview will be conducted with all selected applicants to consider their suitability. The Camp Directors conduct interviews for the camp staff; the Junior Yearly Meeting committee clerks interview possible volunteer staff for JYM; and

the Friendly Adult Presence (FAP) subcommittee interviews possible staff for BYM Young Friends and Junior Young Friends programs. Procedures for conducting and documenting the interview or training process will be determined by the particular youth program. Any concerns raised during the interview process should be noted in writing on or with the application, and signed and dated by the noting interviewer.

c. Reference Checks:

Before an applicant is permitted to work with children and youth in any BYM program, at least two of the applicant's personal references will be checked. Individuals familiar with the applicant but not identified by that applicant as a reference also may be contacted for input.

d. Six-Month Association Rule:

In an effort to ensure that we know the individuals who will help our youth develop and be asked to serve as role models, no unpaid worker will be considered for any positions involving supervisory contact with minors until they have been known to a Quaker community for a minimum of the previous six (6) months before applying for a position in a BYM youth program. Quaker communities may include Friends schools, Friends camps, Monthly Meetings or other Quaker organizations.

e. Exceptions to the selection process:

We recognize that there are some categories of workers which are not vetted using the above detailed application process, such as occasional workshop leaders and non-program-affiliated bus drivers. Notwithstanding, all such workers are still required to undergo a criminal background check unless program staff will be present at all times during the occasional person's direct contact with youth.

f. Criminal Background Check:

A state/district and national criminal background check covering the jurisdiction in which the worker resides is required for all Youth Workers and Support Workers within BYM youth programs, excepting Minor Youth Workers. Until the background check is complete, no adult applicant will be allowed to volunteer or be employed in any of the youth programs. Periodic re-checks will occur, based on the specific youth program's need, but rechecks will occur no less frequently than every three years.

Before a background check is run, a prospective worker will be asked to complete and sign an authorization and release form as well as an information form allowing BYM to access this information and share it with appropriate personnel. (See Appendix D.1 for Authorization & Release and Information forms.) A failure to disclose a criminal conviction on the background authorization form and/or declining to sign the authorization form will be a basis for prohibiting the individual from working with children or acting in a support capacity in our youth programs. An applicant will be provided with the opportunity to explain any extenuating circumstances regarding criminal convictions on the application.

Conviction of a crime does not automatically mean that someone could not work with children nor does it mean that they do not have gifts to offer the BYM community. But in order to protect the safety of our youth, individuals convicted of any of the following types of crimes will not be employed nor serve as volunteers in our youth programs:

Any crimes involving children such as, but not limited to, child abuse, sexual abuse, child neglect, child pornography, and human trafficking.

Additionally, in Maryland, employment in youth camps is prohibited to individuals who have been convicted of certain other crimes, including cruelty to animals, domestic violence, a weapon or firearm violation of federal or state laws, felonies, manufacturing, distributing, or dispensing a controlled dangerous substance, perjury, and reckless endangerment.

Additionally, applicants convicted of “barrier crimes,” as defined by Virginia law, will not be placed in positions working with youth in any BYM programs located in Virginia. All other convictions will be assessed based on the type of crime, numbers of convictions and date(s) of convictions, and any other pertinent information to ascertain whether the individual is suited to working with youth at all, or at the time of the application.

The background check authorization form and results will be maintained in confidence in a locked file and/or in secured digital files at the BYM office or other BYM facility. Should the criminal background check indicate any convictions that would ban or limit the involvement of an applicant, the Yearly Meeting staff will communicate with the applicant and notify them of the reason they are not eligible to work with youth in BYM programs. The applicant has the right to review the report. If the applicant believes that the criminal background report is incorrect, they may go through the appropriate legal channels to correct it and then reapply. BYM staff will notify the person responsible for the appropriate program that the applicant is not currently eligible to work with youth. In these instances, the General Secretary, program manager and the appropriate program committee clerk will be consulted. The Yearly Meeting Presiding Clerk may substitute for the General Secretary, as needed.

### **Minor Youth Workers**

Because of the difference in legal status between youths and those over 18, the selection process for Minor Youth Workers is somewhat different. We recognize that there may be times when it is necessary or desirable for workers (paid or volunteer) who are under age 18 to assist in caring for children during programs or activities. The following guidelines apply to such workers:

- Minor Youth Workers must be at least age 14; Note, the minimum age may be higher for some BYM youth programs based on the program, job description, location of where the program is conducted and the regulations in that jurisdiction.
- There should be an age gap of at least two years or two grade levels between Minor Youth Workers and the children under their care. Some programs may require a wider age gap.
- Minor Youth Workers must provide at least two references, with one preferably from their Monthly Meeting or another BYM program, or from a person in a position of responsibility concerning such experience at another Quaker or religious institution or other group. It should include information about the applicant’s prior experience working with children.
- All Minor Youth Workers must have the express permission of a parent or guardian to engage in this ministry.
- Minor Youth Workers must be under the supervision of an adult at all times.
- Note: Criminal background checks are not available for minors.

### **Worker-to-Youth Ratios**

Given that our Yearly Meeting youth programs serve children from infancy through early adulthood, each youth program will develop guidelines for its programs and events that identify the maximum number of participants that one worker may be responsible for supervising, in accordance with applicable laws. Programs employing workers under the age of eighteen (18) years will include in their guidelines the discernment as to the ages of children a Minor Youth Worker may care for, and the number of participants a Minor Youth Worker may reasonably be expected to work with.

### **Supervision of Minors**

For the protection of all, one-on-one contact between adults and unrelated minors behind closed doors or in a secluded area is prohibited, except as may be required for medical or similar unavoidable purposes. When transporting minors at least two adults must transport a single minor participant, or at least two minors must be present if transported by a single adult, when possible. We encourage any private conversations to be held in public view. Workers are never to be alone with a child in a private bathroom/ or bathroom stall with the door closed. During times when there are not two adults present with a group of youth, another appropriate adult should be assigned to make periodic unannounced site checks to such group.

### **Open Door Guideline**

When a program involving youth uses a classroom or other meeting room, the door to the room should always remain open unless there is an uncovered window in the door or a side window beside it that provides a clear view into the room. Doors are never to be locked while youth are inside the room.

### **Check-in/Check-out Procedure**

All programs which serve youth within BYM will have clear check-in and check-out procedures which ensure that the staff/volunteers can account for the number, identity and whereabouts of the youth under their care from arrival to departure. Each program will provide the particular procedures for these safeguards. Each such procedure should be submitted for approval to the program manager, or the person in charge.

### **Discipline Policy**

BYM strives to create a safe and nurturing environment where youth of all ages can experience the community of Friends. Our program leaders and staff work hard to use conflict resolution familiar to Friends when the need arises. Physical discipline such as spanking, grabbing, or hitting children is unacceptable under any circumstance. Workers should consult with the program director or committee clerk if assistance is needed with disciplinary issues.

### **Responding to Allegations of Child Abuse**

BYM operates in Maryland, Pennsylvania, Virginia, West Virginia and the District of Columbia, and the terms “child abuse,” “child neglect” and “child sexual abuse” have different definitions in each such jurisdiction, as well as different reporting requirements. (See Appendix D.2 for pertinent laws regarding child abuse for each of these jurisdictions.) Notwithstanding these various definitions, child abuse, neglect or sexual abuse generally include, but are not limited to the following:

- Any treatment, action or behavior or lack thereof to a child by any adult or other child that is not accidental, and that causes physical, sexual or emotional harm or injury to that child. This includes actions or behaviors that are direct as well as indirect though writing, phone calls, texting, instant messaging, via any form of social media or other form of communication or interaction.
- Any act that involves sexual molestation or exploitation of a child by a parent or other person who has permanent or temporary care or responsibility for supervision of a child, or by any household or family member. These acts include incest, rape, sodomy, sexual offense, and unnatural or perverted sexual practices. [These acts by other adults would be defined as sexual crimes and be described in another part of the Law.] This includes actions or behaviors that are direct as well as indirect though writing, phone calls, texting, instant messaging, via any form of social media or any other form of communication or interaction.
- Any action or failure to act that deprives a child of essential needs, such as adequate food,

water, shelter, or medical care, by a caregiver who bears responsibility for providing such.

If an individual suspects abuse or neglect of a child participating in any BYM program, whether the abuse is suspected to have occurred in the youth program or elsewhere, s/he will immediately notify 1) the relevant Yearly Meeting program manager or 2) the appropriate committee clerk for further action, AND make an oral report to the civil authorities, and follow that by a written report to the civil authorities within 24-48 hours, as mandated by state law. (See Appendix C for Important Contact Information.) The program manager or committee clerk who receives the initial report shall notify the General Secretary as soon as possible.

Any sexual activity between any Youth Worker (including Minor Youth Workers) and a youth participant of a BYM program in which the Youth Worker is involved, is contrary to BYM policy.

### **Steps in Handling Suspected or Actual Abuse**

While our youth programs strive to foster communities of caring and respect for all, we recognize that the possibility exists for abuse or neglect of children during participation in a youth program, as well as the possibility of discovering, during a youth event, evidence of abuse of a child participant that has occurred elsewhere.

In the event that a suspicion of child abuse or neglect is raised at a BYM program event or activity, regardless of where the abuse is alleged to have occurred, the following procedure shall be followed:

1. All youth workers shall comply with state requirements regarding reporting of any suspected child abuse, whether or not the statute includes the youth worker as a mandatory reporter. In Maryland, the duty to report is triggered as follows: “An individual shall immediately report suspected child abuse or neglect to the local department of social services, or report the suspected incident to a local law enforcement agency.”
  - a. Report the suspicion or incident to the program manager or committee clerk as soon as possible, AND
  - b. Make an oral report of the suspicion or incident to the local Department of Social Services or Police. (See Appendix C for Important Contact Information).
  - c. The youth worker shall follow up by making a written report to the civil authority within 24-48 hours of the oral report. (See Appendix B for required forms or list of information to provide if no form required.)
2. Immediate steps will be taken by the program manager or person in charge (PIC) to ensure that all other children and youth in the youth program are safe, as applicable.
3. If applicable, the employee or volunteer alleged to be the perpetrator of the abuse or misconduct will immediately be placed on leave from working with children and will not be permitted to participate in any activities involving children or youth, pending an investigation.
4. The parent or guardian of the youth will be notified by the person in charge as soon as possible, excepting circumstances in which such parent or guardian is the alleged abuser. (If there are multiple people in charge, those people should meet to be informed about the incident as soon as possible and to designate a point person to contact the parent or guardian and report to the authorities.) Information on the suspicion or incident will be provided to the parent or guardian including the requirement that youth workers must report such suspicions or incidents to the program manager, parents, and to the authorities.

5. In situations where the parent or guardian is available and not the alleged abuser, the program manager will assist as requested by the parent or guardian to care for the needs of the child. If the parent or guardian is not immediately available or is the alleged abuser, the program manager will ensure that the child, the alleged victim, receives immediate medical attention, if and as appropriate.
6. Investigation of the suspicion or incident is the responsibility of the civil authorities who are trained for this purpose. BYM officials and all involved are expected to cooperate fully with any investigation. During the course of any investigation, all involved are reminded that confidentiality is important to the alleged victim as well as the alleged perpetrator. Any person ultimately found guilty of abuse by the authorities will be permanently removed from their position with children or youth, and will not be permitted to participate in any activities involving children and youth in the Yearly Meeting.
7. The General Secretary of the Yearly Meeting or their designee will ensure that all required reports to the civil authorities are made and that internal written records are kept regarding the suspicion or incident. The internal records should include, in detail, all steps taken by BYM in compliance with this policy and state law, as well as all actions to foster the healing of everyone involved. These will be kept in a locked file or secure digital location.
8. The Presiding Clerk of the Yearly Meeting and the Yearly Meeting's insurance carrier will be notified by BYM's General Secretary or their designee. If the insurer of the local venue is not the same as BYM's carrier, staff will advise the contact person for that venue that an incident has occurred, and that while BYM carries insurance, it is also appropriate for a representative of that venue to contact its insurer.
9. After consultation with BYM's legal counsel, the Presiding Clerk of the Yearly Meeting or their designee will determine whether, to what extent and by whom internal announcements or reports will be made within BYM to Friends.
10. After consultation with BYM's legal counsel, the Presiding Clerk of Yearly Meeting or their designee will be the spokesperson to the media, if that is deemed necessary, concerning incidents of abuse or neglect. However, if that person is alleged to be involved, the Interim Meeting Clerk or their designee will be the spokesperson. All others should refrain from speaking to the media.
11. The Clerk of the Committee charged with supervision of the Program (or Supervisory Committee for staff), the General Secretary, the Presiding Clerk of Yearly Meeting, the appropriate program manager, the Camp Director (where appropriate) and BYM's legal counsel will together determine what information might need to be communicated to help the community recover. This group will make decisions about communicating information and facilitating healing, and will assist in carrying these out.
12. The point person among those in charge will contact the parent or guardian and the victim to inform them of steps that were taken so as to close the feedback loop.
13. At the conclusion of the investigation, if it is determined by the civil authorities that they do not have enough information to move forward, or if the suspicion is unsubstantiated, the program manager or person in charge will meet with the appropriate persons to determine whether any further internal steps need to be taken.

14. Throughout the process, the confidentiality of both the youth and the accused is very important, as is the healing of the community. All are asked to keep this in mind as decisions are made and related actions occur.

### **Non-Reportable Behavior that Raises Concern**

Behavior that raises concern is recognized as something that is very difficult to define, and will vary from program to program depending on the developmental stage of the participants. For example, while it may be appropriate for an adult worker to hold a baby or one-year-old in his/her lap and cuddle it, it is not appropriate for an adult worker to hold a sixteen-year-old in his/her lap and cuddle. That said, appropriate behavior is generally related to interpersonal boundaries and feelings of safety on an individual and community level.

### **A. Behaviors Occurring Internally**

We recognize that some situations, actions or behaviors of Youth Workers that are not reportable as suspicious of child abuse may still concern us. Situations involving disconcerting behaviors are to be handled in the following manner:

- 1) The disconcerting behavior will be brought to the attention of the person in charge (PIC), i.e. Camp Director, Youth Programs Manager, Designated Friendly Adult Presence (DFAP), or program manager by the individual(s) observing or receiving a report about the behavior. The PIC will work with all the individuals involved to attempt to bring clarity to the situation.
- 2) If the disconcerting behavior appears to be of a serious, but still non-reportable, nature, the PIC will note the concern in writing and notify the program staff person or the program committee clerk of the concern as soon as possible. The General Secretary or designee must be consulted as soon as possible and is to be kept informed throughout the entire process.
- 3) If, after this, the behavior is deemed serious by the PIC or the General Secretary, the individual in question will be notified in writing that he/she is being put on inactive status and cannot participate in any Baltimore Yearly Meeting youth program until the matter is cleared up. At this point, an inquiry will be initiated by the program staff person, in concurrence with the General Secretary, to determine the following:
  1. The complaint has a basis for further investigation. If so, conduct an internal inquiry and,
    - i. If deemed reportable, take reporting steps as indicated previously.
    - ii. If non-reportable but the behavior indicates
      - a. a lack of good judgment, or
      - b. an insufficient level of maturity for the position of Youth Worker, or
      - c. an inappropriate sense of boundaries, then
  2. The PIC and/or the General Secretary shall determine a course of action appropriate to the circumstances. Actions may include, but are not limited to the following:
    - i. provide additional training,
    - ii. provide closer supervision,
    - iii. offer a clearness committee,
    - iv. temporarily restrict participation in Youth Programs pending additional maturity, and/  
or
    - v. bar permanently from youth work.

If the internal inquiry indicates that the individual should be barred from the youth program, the program staff person may contact the clerk of individual's Monthly Meeting to convey the general

outline of the situation and to request that the Monthly Meeting attend to the spiritual and emotional needs of the individual.

Information about the situation will be shared only on an as-needed basis, and, only to the limited extent necessary. Any written documents will be kept locked in a confidential file in the Baltimore Yearly Meeting office.

**B. Behavior Outside of BYM that Raises Concerns**

An individual may question the appropriateness of a Youth Worker's involvement with youth based upon that worker's behavior outside Yearly Meeting activities. When such a concern is brought to the attention of a BYM youth program leader, care needs to be taken to discern the appropriate response. The response shall be determined by the program manager, program committee clerk and the General Secretary and may include any of the steps listed above. At all times respect and concern needs to be held for all involved, and information about the situation will be shared only on a limited, need-to-know basis.

**Training**

BYM youth programs will require and provide training on this Policy for all 'Youth 'Workers. (See Appendix D for Acknowledgement form for Youth Workers to sign and submit upon receipt and/or training on this Policy.) Additionally, BYM will strive to provide opportunities for additional training classes or events on a regular basis. All persons working with youth are expected to attend training regarding youth safety.

**Policy Revisions**

The Youth Safety Policy Working Group will meet at least once per year to review this Youth Safety Policy and will bring proposed revisions of this Policy to Interim Meeting or Annual Session as needed.

---

## YOUTH SAFETY APPENDIX D.1

### Baltimore Yearly Meeting of the Religious Society of Friends

#### CRIMINAL RECORDS & REFERENCE CHECKS

##### Authorization & Release

Baltimore Yearly Meeting (BYM) requires a criminal records check as well as employer and personal reference checks for those who wish to work with youth or in a support capacity with youth pursuant to BYM's Youth Safety Policy and State law.

- I authorize BYM and its affiliates to perform a criminal background check on me.
- I authorize the release of information from my current and former employers as needed in response to reference checks by BYM.
- I understand and authorize BYM to release the results of my criminal background check and employment and personal reference checks to appropriate leadership on an as-needed basis. Note that this may include an applicant's Monthly Meeting Clerk, though the position applied for is not conducted by the applicant's Monthly Meeting.
- I understand and authorize BYM to conduct subsequent periodic criminal background checks so long as I continue to be involved with youth as a volunteer or employee, in any capacity.
- I understand that, by law, I have the right to review the results of the criminal records check and I have the right to contest those results with the appropriate civil authorities.
- I understand that the results of the criminal background check will be utilized for determining my eligibility for working with youth or in a support capacity with youth.
- I understand that it is BYM's policy to disallow anyone with convictions for child abuse or sexual crimes to work with or near youth.
- I hereby affirm that I have never been convicted of child abuse or sexual offenses.
- I hereby affirm that I have never been accused of being sexually, physically or emotionally abusive of a child.

By my signature below, I for myself, my heirs, executors and administrators, do forever release and discharge and agree to indemnify Baltimore Yearly Meeting and its officers, employees and agents to be harmless from and against any and all causes of actions, suits, liabilities, costs, demands and claims and related expenses including attorneys' fees and court costs and any other expenses resulting from the investigation into my background in connection with my application to take or continue in a position as an employee, friendly adult presence or volunteer of Baltimore Yearly Meeting.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Sign Name: \_\_\_\_\_

Signed in the presence of: \_\_\_\_\_ (Witness signature)

**CRIMINAL RECORDS CHECK – Applicant Information**  
**Baltimore Yearly Meeting of The Religious Society of Friends**

The information below is needed to conduct this records check. Responses to the demographic questions are for background check purposes only and will have no bearing on hiring decisions.

Full Name: \_\_\_\_\_  
Last First Middle Maiden

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Race: White \_\_\_\_\_ Black \_\_\_\_\_ American Indian \_\_\_\_\_ Asian/Pac.Islander \_\_\_\_\_  
Hispanic \_\_\_\_\_ Bi-racial/Other \_\_\_\_\_

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Year Month Day

Social Security Number: \_\_\_\_\_

Current Address: \_\_\_\_\_

Previous Addresses: \_\_\_\_\_

List Other Names Previously Used By You:  
\_\_\_\_\_

Have you ever been convicted of a crime? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have any legal charges pending against you? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes in either case, offer explanations regarding convictions or charges pending:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I affirm that the information I have provided above is true and complete.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

## YOUTH SAFETY APPENDIX D.2

### Pertinent Laws Regarding Child Abuse for

### Maryland, Virginia, West Virginia, Pennsylvania, and the District of Columbia

#### Maryland Child Abuse and Related Laws

Child Abuse: In Maryland Code, child abuse laws can be found both in the Family Law Article at Sections 5-570ff as well as in many places throughout the Criminal Law Article such as at Sections 3-60 J -602, 3-301ff and 11-207ff. You will find that when child abuse is discussed it is generally in reference to the laws found in the Family Law Article. In this section, child abuse is generally defined as injury to a child in which the child's health or welfare is harmed or put at substantial risk of being harmed, physically, emotionally, sexually or via neglect by the actions or failures to act of a parent or person with temporary or permanent responsibility for the child. Individuals who cause similar harms to a child with no legal responsibility for the child would be charged under the criminal statutes.

Reporters: Maryland law identifies those who are legally required to report suspected child abuse and neglect. These mandatory reporters are: health practitioner, police officer, educator, human services worker. In 2011, Maryland passed a law which states that "a report is required when a person has reason to believe that a child has been subjected to abuse or neglect." As a result, all adults in Maryland are obligated to report suspected child abuse and neglect. There is an exception for ministers of an established church of any denomination who are not required to report if the disclosure was made under circumstances in which the minister is bound to maintain confidentiality. While the law now requires any person to report suspected child abuse and neglect, the mandatory reporter sections of the law were maintained. To date, there have not been any cases which have considered the impact of the new reporting requirements; only time will tell how and to what extent Maryland will enforce this new provision. Recently, Maryland also passed a new law which makes it a misdemeanor punishable by up to five years in prison and a fine of up to \$10,000, or both, for any individual to intentionally prevent or interfere with the making of a mandatory report of suspected abuse or neglect.

**When & Where to Report:** A report must be made when a mandatory reporter or other individual has reason to believe that a child has been subjected to abuse or neglect. For mandatory reporters, a report shall be made orally as soon as possible, and followed up with a written report within 48 hours thereafter. Reports should be made to the local department of social services in the location in which the abuse alleged occurred or to the local police. Maryland State provides a form to use for the written report as attached. Adults who are not mandatory reporters are required to call the department of social services or the police. They may, but are not required to follow up with a written report.

Past Abuse: The mandatory reporting requirements do not change if the abuse was alleged to have taken place some time ago, even years ago, and without regard for whether the alleged victim is now an adult or the alleged abuser is no longer living.

Immunity: Under Maryland law, reporters are immune to prosecution for making the report so long as the report was made in good faith.

Background Checks: Forms for requesting a protective services background check are available from the Maryland Department of Human Resources, Child Protective Services at <http://dhr.maryland.gov/blog/child-protective-services/child-protective-services-background-search-the-central-registry/>.

### West Virginia Child Abuse and Related Laws

Child Abuse: West Virginia defines child abuse and neglect as non-accidental harms or threats of harm to a child's physical, mental or emotional well-being, sexual abuse or exploitation, or domestic violence by a parent, guardian or anyone responsible for the child's well-being. Additionally, West Virginia specifically includes the following within the definition of child abuse: attempted sale of a child, battered child syndrome, harms or threats of harm via domestic violence, and physical injury as a result of excessive corporal punishment. West Virginia's child abuse laws can be found in West Virginia Code§ 49-2-801 ff and the pertinent domestic violence laws at§ 49-1-201(D).

Reporters: Mandated reporters, as they are termed in West Virginia, include mental, dental or medical professionals; Christian Science practitioners, religious healers; teachers or other school personnel; social service, child care or foster care workers; emergency medical services personnel; peace officers, law enforcement officials or humane officers; clergy; circuit court judges, family court judges, employees of the Division of Juvenile Services or magistrates; youth camp administrators, counselors, employees, coaches or volunteers of entities that provide organized activities for children; and commercial firm or photographic print processors. Note the specific inclusion of clergy, youth camps and organized activities for children.

In addition, any person over the age of 18 who receives a disclosure from a credible witness or who observes any sexual abuse or sexual assault of a child *shall immediately* report, no more than 48 hours after receiving the disclosure or making the observation, to the Department of Health and Human Services or the State Police or any other law enforcement agency with jurisdiction. If the person reporting the event has a good faith belief that reporting the event to the police would expose the reporter, the child, or any other children to an increased threat of serious bodily injury, the person may delay making the report until he/she and any affected children have been removed to safety.

With the exception of the attorney-client privilege, the legal privileges that can be asserted to prevent forced testimony for some professionals such as by physician regarding their patients are suspended regarding suspected or known child abuse. Additionally, the husband-wife privilege cannot be invoked in situations involving suspected or known child abuse.

**When & Where to Report:** A report must be made by a mandatory reporter upon reasonable cause to suspect a child is being neglected or abused, or that conditions exist that are likely to result in abuse or neglect. The reporting process is to immediately (but in any event, within 24 hours for teachers and school personnel and within 48 hours for all other reporters) make a verbal report to the West Virginia Department of Health and Human Resources and the State Police or any law enforcement agency. If requested, a reporter must make a follow-up written report within 48 hours. Any mandated reporter who is a member of staff or a volunteer of a public or private institution, school, entity that provides organized activities for children, facility or agency must also immediately notify the person in charge, who may supplement the report or made an additional report.

The knowing failure to report sexual abuse or knowingly preventing another person acting reasonably from doing so is a misdemeanor punishable by up to six months in prison and a fine of up to \$10,000, or both.

Immunity: Persons, officials and any institution participating in good faith in any act required by the reporting laws shall be immune from any civil or criminal liability as a result.

Background Checks: Forms for requesting a protective services background check are available from the West Virginia Department of Health and Human Resources, Bureau for Children and Families at <http://www.dhhr.wv.gov/bcf/Providers/Pages/Request-an-APS-or-CPS-Background-Check.aspx>.

### Virginia Child Abuse and Related Laws

Child Abuse: In the Commonwealth of Virginia, laws regarding child abuse are found in that state's Code at § 63.2-100. Child abuse is defined as the actions or failures to act of a parent, guardian or another responsible for a child under the age of 18 who creates, inflicts, or threatens to inflict or allows another to inflict non-accidental physical or mental injury, who neglects or refuses to provide care necessary for the child's health, who abandons the child, or who commits or allows to be committed any act of sexual abuse or exploitation upon the child. This specifically includes having a child in the presence of the manufacture of certain controlled substances, during the sale of such substances, and knowingly leaving a child alone in the same dwelling with another unrelated individual who has been convicted of an offense against a minor for which registration as a sexual offender is required.

Reporters: Mandatory reporters in Virginia are as follows: all persons licensed to practice medicine or any of the healing arts; hospital residents, interns and all nurses; social workers, family-services specialists and probation officers; teachers & other employees at public or private schools, kindergartens and nursery schools; persons providing child care for pay on a regular basis; mental health professionals; law enforcement officers, animal control officers and mediators; professional staff of private or state-run hospitals, institutions or facilities to which children have been placed for treatment or care; adults associated with or employed by any public or private organization responsible for the care, custody or control of children; court-appointed special advocates; adults trained by Social Services to recognize and report child abuse and neglect; persons employed by local departments who determine eligibility for public assistance; emergency medical services personnel; persons employed by public or private institutions of higher learning; athletic coaches, directors or adults employed by or volunteering with private sports organizations or teams; and administrators or adult employees of public or private day camps, youth centers and youth recreation programs. Take special note of these last few mentioned mandatory reporters - youth recreation programs and camps.

Any person who suspects that a child is abused or neglected may report.

In Virginia, clergy are exempted as mandatory reporters if the following conditions are met: The clergy is a regular minister, priest, rabbi, imam or duly accredited practitioner of any religious organization or denomination usually referred to as a church as it relates to (i) information required by the doctrine of the religious organization or denomination to be kept in a confidential manner, or (ii) information that would be subject to a privilege in the context of testimony in court. Exemptions to reporting are not allowed due to husband-wife privilege or doctor-patient privilege.

**When & Where to Report:** Reporting is required when a mandatory reporter acting in their professional capacity believes there is reason to suspect a child is being abused or neglected. This includes finding controlled substances in a newborn or the finding of a newborn with an illness, disease or condition that to a reasonable degree of medical certainty is attributable to the *in utero* exposure of a controlled substance not legally prescribed.

Exceptions include children who in good faith are under treatment solely by spiritual means through prayer, in accordance with the tenets and practices of that religion.

The reporting process is to immediately report to the local department of social services in the geographic area in which the child resides or the abuse is alleged to have occurred or to use the state hotline. If neither the locality in which the child resides nor where the abuse is believed to have occurred is known, then the report should be made to the local department where the abuse was discovered, or to the state hotline. If the alleged abuser is an employee of that department of social services, the report shall be made to the court for that area. The local department is responsible for the report to be reduced to writing on the prescribed form.

**Immunity:** Under Virginia law, reporters are immune to prosecution for making the report so long as the report was made in good faith.

**Background Checks:** Virginia does not have any state mandated forms for requesting a background check except for certified preschools, child day centers, children's residential facilities, family day homes, family day system homes, licensed child placing agencies, religiously exempt child day centers, and voluntarily registered family day homes. Further information is available at [https://www.dss.virginia.gov/family/children\\_background.cgi](https://www.dss.virginia.gov/family/children_background.cgi).

### Pennsylvania Child Abuse and Related Laws

**Child Abuse:** Pennsylvania State adopted significant changes to its laws on child abuse over the last couple of years. Currently, Pennsylvania's child abuse laws are located in the state statutes at 23 Pa. C.S. § 6301 ff. This state's child abuse definition is inclusive of the acts of not only a child's legally responsible care-givers but also abuse by all others. Child abuse is intentionally, knowingly or recklessly causing bodily injury to a child; fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which result in potentially harmful medical treatment; causing serious mental injury; causing sexual abuse or exploitation of the child, or creating a likelihood of sexual abuse or exploitation; creating a reasonable likelihood of bodily injury to a child; causing serious physical neglect; and causing the death of a child. Serious physical harm includes bodily injury that causes severe pain or significantly impairs a child's physical functioning, either temporarily or permanently. Serious mental injury is defined as something that renders the child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that their life or safety is threatened. Other acts such as forcefully shaking a child, causing a child to be present in a methamphetamine laboratory, and leaving a child unsupervised with a known sexual offender are also covered under these laws.

**Reporters:** Mandatory reporters include: persons licensed or certified to practice in any health-related field; medical examiners, coroners, funeral directors; an employee of a health care facility or provider engaged in the admission, examination, care or treatment of individuals; school employees; an employee of a child care service with direct contact with children; clergymen, priests, rabbis, ministers, Christian Scientist practitioners, religious healers and spiritual leaders; paid and unpaid persons who, as part of a regularly scheduled program, are responsible for a child's welfare or have direct contact with children; social services workers; peace officers or law enforcement officials; emergency medical services providers; library employees with direct contact with children; independent contractors, attorneys affiliated with agencies or institutions responsible for the care, supervision, guidance or control of children; foster parents; and adult family members.

Any person who has reason to suspect that a child is abused or neglected may report.

A report is required when a person who in the course of employment, occupation or practice of a profession, comes into contact with children, or is directly responsible for the care, supervision, guidance or training of the child, or is affiliated with an agency, institution, organization, school, church or religious organization or other entity directly responsible for the care, supervision, guidance or training of the child, and has reasonable cause to suspect, that a child is a victim of child abuse.

Exceptions to the reporting requirement are made for attorney-client privilege and members of the clergy that are specially protected under Pennsylvania law regarding confidential communications. Other privileges such as doctor- patient are suspended as regards suspected child abuse.

**When & Where to Report:** The reporting process includes an initial immediate oral or written report, which may be submitted electronically at <https://www.compass.state.pa.us/cwis/public/home>.

Mandated reporters must immediately make an oral report via the state hotline at (800) 932-0313 or a written report which may be submitted electronically. If an oral report is made, it must be followed by a written report within 48 hours. Reports are to be made to the Department of Public Welfare. Pennsylvania provides a form that is to be used for the follow-up written report, as attached.

**Immunity:** A person, institution or agency that participates in good faith in making a report whether required to or not shall have immunity from civil and criminal liability.

**Background Checks:** Forms for requesting a protective services background check are available from the Pennsylvania Department of Human Services at <http://www.dhs.pa.gov/>.

#### District of Columbia Child Abuse and Related Laws

**Child Abuse:** Child abuse laws for the District of Columbia are found in DC's Code at § 16-230 I. DC's definition of child abuse includes infliction of mental or physical injury, sexual abuse and exploitation as well as negligent treatment or maltreatment by a person responsible for the child's well-being.

**Reporters:** A report is required by a mandatory reporter when a person knows or has reasonable cause to suspect that a child known to them in their professional or official capacity has been or is in immediate danger or being mentally or physically abused or neglected. Any other person may make a report.

**Mandatory reporters in DC include:** Child and Family Services Agency employees, agents and contractors; physicians, psychologists, medical examiners, dentists, chiropractors, registered nurses, licensed practical nurses or persons involved in the care and treatment of patients; law enforcement officers, humane officers; school officials, teachers or athletic coaches; Department of Parks and Recreation employees, public housing resident managers, social service workers or daycare workers; human trafficking counselors; domestic violence counselors or mental health professionals.

Exceptions include attorneys exercising the attorney-client privilege due to active representation of a client and in which the basis for the suspicion arises solely in the course of that representation. However, neither the doctor-patient nor the husband-wife privilege is permitted as regards suspected child abuse.

Any other person who knows or has reason to suspect that a child is being abused or neglected may report.

**When & Where to Report:** A report should be made when the reporter knows or has reasonable cause to suspect that a child known to them in their professional official capacity has been or is in immediate danger of being a mentally or physically abused or neglected child. The reporting procedures include making an immediate oral report to the police department or Child and Family Services Agency at (202) 671-SAFE. A follow-up written report is to be made only upon request by the agency or police or if the abuse involves drug-related activity.

**Immunity:** Those making reports or suspected child abuse in good faith shall have immunity from civil and criminal liability.

**Background Checks:** Forms for requesting a background check are available from the Child and Family Services Agency at <http://cfsa.dc.gov/service/background-checks>.

## YOUTH SAFETY APPENDIX D.3

### Important Contact Information

#### **Baltimore Yearly Meeting:**

Office of General Secretary  
301-774-7663  
[gensec@bym-rsf.org](mailto:gensec@bym-rsf.org)

#### **Hotlines to Report Child Abuse:**

Maryland:	800-332-6347
Virginia:	800-552-7096
West Virginia	800-352-6514
District of Columbia	202-671-7233
Pennsylvania:	800-932-0313

*\*Contact the state in which the abuse occurred.*

*\*All of these hotlines are available 24/7.*

#### **Law Enforcement:**

You may also contact the local law enforcement agency for the jurisdiction in which the abuse took place.

#### **Baltimore Yearly Meeting Attorney:**

Catherine R. Robinson | Attorney  
Law Offices of Davis, Agnor, Rapaport & Skalny  
[crobinson@darslaw.com](mailto:crobinson@darslaw.com)  
10211 Wincopin Circle | Suite 600  
Columbia, Maryland 21044  
410.995.5800 | [www.darslaw.com](http://www.darslaw.com)

#### **Baltimore Yearly Meeting Insurance Company:**

Guide One Insurance  
1111 Ashworth Road  
West Des Moines, IA 50265  
Agent phone: 301-855-9393

## **YOUTH SAFETY APPENDIX D.4**

### **Acknowledgement Form**

#### **ACKNOWLEDGEMENT**

- I have received a copy of Baltimore Yearly Meeting's Youth Safety Policy.
- I have read and understand the contents of this Policy.
- I have participated or will participate in training regarding this policy.
- I understand that it is Baltimore Yearly Meeting's policy that if I have a suspicion of
- child abuse, I will immediately do the following:
  - Inform the Program Manager for the program which I am involved in at the time my suspicion arises; AND
  - Report the suspected abuse verbally to the department of social services or the police for the geographic location in which the suspected abuse occurred; AND
  - Follow up with a written report to the civil authorities within 24 – 48 hours of the verbal report.
- I agree to comply with the policies set forth in this Youth Safety Policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

## APPENDIX E

### GUIDELINES FOR EMBRACING THE MINISTRY OF FRIENDS

Approved October 19, 2013

#### Background

These guidelines offer information to Friends who may ask to have a ministry embraced by their Monthly Meeting and/or Baltimore Yearly Meeting (BYM). A summary of the steps to be followed appears on pages \_\_\_\_.

The term “embracing” is defined as “taking or receiving gladly or eagerly.” In these guidelines “embraced” and/or “embracing” mean affirmation and support provided by BYM to Friends; and, as a “minister” is defined as a “servant,” “ministry” may be defined as “service.”

The Committee on Nurture and Recognition of Ministry (CNRM) chose the term “embraced” at the March 1999 Representative Meeting, and was reaffirmed in a retreat for members of CNRM and the BYM Ministry and Counsel Committee, who met on May 20, 2000 to revise these guidelines.

“Embraced” was selected for its positive connotations. The Committees also felt the term “embraced” is less likely to be misinterpreted, as such terms as “affirmed,” “recorded,” and “recognized” that have a history of use by Friends in other contexts might be. Beyond the immediate condition of having one’s specific ministry embraced for a specific period, the term “embraced ministry” confers no special or lasting status.

In 2001, the Committee on Nurture and Recognition of Ministry was merged with the Ministry and Counsel Committee to form the Ministry and Pastoral Care Committee (M&PC). In October 2011, M&PC affirmed this understanding of embraced ministry. In 2013 these guidelines were updated.

#### Key role of Monthly Meetings

Friends seeking to have their ministry embraced should begin with individual discernment, by asking their Monthly Meetings for assistance in describing and understanding their ministry.

Some Monthly Meetings have undertaken to release Friends for particular ministries by providing financial and other support for that ministry. “Released” has traditionally meant, “to be released from external concerns to concentrate on the specifics of the work of the ministry.” Examples of support may include providing housing, transportation, or funds to release a Friend from the need to earn all or part of their support while undertaking a ministry.

#### Embraced ministry

Friends may seek to have their ministry embraced by BYM. Being so embraced means BYM, at its Annual Session or Interim Meeting:

- 1) Has prayerfully studied and considered the ministry.
- 2) Unites with the ministry and feels that it is led by the Spirit.
- 3) Undertakes to provide care and spiritual accountability through M&PC.
- 4) Undertakes to endorse travel minutes, if needed.
- 5) Undertakes to facilitate awareness of the embraced ministry by making known the Yearly Meeting’s affirmation of the ministry as Spirit-guided work.

BYM’s act of embracing a particular ministry carries with it no expectation the ministry will be supported financially by BYM. However, if the ministry is embraced, it will be considered a program of BYM, under the care of a standing committee (either M&PC or its designated Sponsoring Committee).

Monthly Meetings may have their own guidelines for embracing the ministry of Friends or for releasing Friends to follow a leading. The guidelines and process expressed here specifically addresses ministries seeking to be embraced by BYM.

### **Nature of the ministry to be embraced**

Ministries can involve gifts of speaking, teaching, discerning God's word, or service, such as healing or peacemaking. If rightly led and ordered, these gifts have as their wellspring God's Spirit. The test for an embraced ministry is whether a Monthly Meeting and/or BYM concur it is rightly ordered and can unite with it.

The Religious Society of Friends has been described as a "priesthood of all believers" from which the laity, not the ministers, have been eliminated. Among Friends, each and every Friend is called to exercise appropriate ministry. Friends have a long history of discerning and supporting individuals' ministries.

These guidelines speak to a covenant made with God, and clarified through individual and corporate discernment. At the heart of the covenant is the experience of being called forth to perform God's service, and responding to this call with faith, love, and truth. Prayerful consideration, including both individual and corporate discernment, is required to test whether an individual is rightly led.

### **Discerning and embracing a ministry—overview**

The process of discerning, seasoning, and embracing a ministry may be considered as a sequence of distinct steps. The process includes:

- 1) Individual discernment.
- 2) Corporate discernment: the clearness process.
- 3) The role of BYM and its committees.
- 4) Sponsoring Committee.
- 5) Working Support Committee.

### **Individual discernment**

A Friend's ministry begins with a leading. Friends are urged to study examples of leadings and how they have been tested, from the writings of Friends such as John Woolman and Lucretia Mott. A Friend must seek the still, quiet center and see what the Spirit teaches, and then assess whether and how these actions are in accord with Scripture and the testimonies of Friends.

If the sense of being led to a ministry persists, a Friend may further test the leading through corporate discernment.

### **Corporate discernment: the clearness process**

Corporate discernment regarding a leading or ministry begins when a Friend asks for a Clearness Committee from his or her Monthly Meeting.

The Clearness Committee explores with the Friend what he or she feels called to do, probing to ascertain the spiritual roots of the leading, its depth and clarity, and whether there are considerations that might weigh against pursuing it. Clearness Committee questions might focus on:

- 1) The nature of the Friend's gift.
- 2) The Friend's understanding of what he or she is called to do.
- 3) How the leading fits with Friends testimonies, values, and practices.
- 4) Resources available to the Friend.
- 5) Resources needed to carry out the leading.
- 6) The amount of support likely to be available from the Monthly Meeting, other organizations, host communities, and/or interested individuals.

Historically, the clearness process has often taken years. It is important to take all the time necessary to discern clearly whether the Friend is ready to move forward with the proposed ministry, or whether further seasoning is needed.

If the Clearness Committee feels that the ministry merits the support of the Monthly Meeting, the Committee should bring its recommendation to a meeting for worship with concern for business and ask the Monthly Meeting to embrace the Friend's ministry and to minute its support of it.

If the Clearness Committee and the Monthly Meeting discern that the ministry will involve the interests of BYM, or is important enough to merit consideration by BYM, the Monthly Meeting should forward this minute of support to BYM, asking the ministry be embraced by BYM.

Whether the ministry is supported within the Monthly Meeting, or embraced by BYM, the Monthly Meeting will take responsibility for receiving donations and disbursing funds needed to support the embraced ministry financially. This responsibility may be delegated to another organization, as appropriate.

If a ministry is embraced by BYM, all fund-raising activity within BYM must be coordinated with BYM's Development Committee. The Monthly Meeting should prayerfully consider whether it has the capacity to manage the administration of these financial matters.

### **The role of BYM and its committees**

When a Monthly Meeting asks BYM to embrace the ministry of a particular Friend, BYM should take the following steps:

- 1) Refer the Monthly Meeting's request to M&PC.
- 2) M&PC should ascertain how the proposed ministry expresses Quaker values, practices, or beliefs, and how it relates to the work of BYM.
- 3) M&PC should determine whether the scope and nature of the ministry's work truly justify embracing the ministry at the Yearly Meeting level.
- 4) M&PC should decide whether to take responsibility for supporting the embraced ministry or to ask another BYM standing committee to do so.
- 5) The appropriate BYM committee presents a minute to BYM asking it to embrace the ministry.
- 6) If the minute is approved, either M&PC or another BYM committee will convene (nominate) two committees to support the embraced ministry:
  - a) a Sponsoring Committee and
  - b) a Working Support Committee.

### **Sponsoring Committee**

M&PC will normally serve as the Sponsoring Committee, given its primary responsibility for ministry. When deemed appropriate, however, another BYM committee may serve as the Sponsoring Committee. To assure accountability to BYM the Sponsoring Committee will bring a minute to Annual Session or Interim Meeting asking BYM to embrace the proposed ministry. If the minute is approved, the Sponsoring Committee will also:

- 1) Ensure the ministry is carried out in good order, in accord with Friends testimonies and practices.
- 2) Assure compliance with general standards of satisfactory financial management, including relevant insurance and tax matters.
- 3) Verify the resources supporting the ministry are well-used and accounted for.
- 4) Review and present travel minutes to BYM for endorsement.
- 5) Meet with the Friend and members of the Working Support Committee often enough to

maintain good communication.

- 6) Receive and review periodic reports submitted by the Working Support Committee.
- 7) Bring recommendations for major changes in the ministry to BYM for approval.

### **Working Support Committee**

The Sponsoring Committee names three to six Friends to a Working Support Committee, whose purpose is to assist an embraced Friend in carrying forward their ministry. These Friends ought to have relevant experience, spiritual depth, and a leading to support the proposed ministry. Members of the Working Support Committee customarily serve three- year terms. During their term of service they will:

- 1) Encourage the embraced Friend to maintain a daily spiritual practice.
- 2) Help the Friend with discernment and use of his or her leading, skills, and judgment.
- 3) Work to develop needed resources, including identifying possible contributors, helping with mailings and letter writing, and making personal solicitations, consistent with Friends' testimonies and practices.
- 4) Engage with other organizations, host communities, or individuals to explore their understanding and expectations about the work being undertaken, recognizing that in some cases the embraced ministry of Friends will place them within other accountability structures that will of necessity take supervisory precedence.
- 5) Help the Friend in handling adversity.
- 6) Serve as traveling companions to the embraced Friend whenever possible.
- 7) Identify others with similar leadings.
- 8) Report annually or more frequently on program progress. Reports should be forwarded to the Sponsoring committee and the Monthly Meeting.
- 9) Discern when it may be appropriate to lay down the embraced ministry, or discontinue BYM's embrace of it, and discuss with the Sponsoring Committee.

The Working Support Committee may call on the Sponsoring Committee for counsel and assistance in the face of any difficulty experienced with the program.

### **Steps to be taken by BYM Friends considering an "embraced ministry."**

- 1) Pray for greater clarity regarding your ministry.
- 2) Read and prayerfully consider the resources available to you.
- 3) If your Monthly Meeting is unsure how to proceed, ask for assistance from BYM's M&PC.
- 4) Ask your Monthly Meeting to convene a Clearness Committee to help in the discernment of your ministry and its spiritual foundation.
- 5) Meet with your Clearness Committee to explore your ministry and consider the resources it might require.
- 6) If your Clearness Committee unites with your ministry, it should bring a recommendation to its meeting for business asking that the Monthly Meeting:
  - a) Minute its support of your ministry, including in the minute a description of the work you are led to do.
  - b) Appoint a support committee to help you plan and do the work.
  - c) If your ministry involves travel among Friends, provide you with a travel minute describing your relationship to the meeting and the nature of your ministry.
- 7) If the Monthly Meeting agrees to take these steps, explore with your support committee the organizational and financial requirements of the work you are led to do.
- 8) If necessary, with the help of your support committee, reach out to individuals and organizations outside the Monthly Meeting whose help is needed to undertake the work you are led to do. Make sure they understand your ministry, as well as the testimonies and practices of Friends.

- 9) With the help of your support committee assess realistically the resources needed to carry out your ministry and resources available from your meeting. Identify and access additional resources as needed.
- 10) If your ministry or its impact extends well beyond the boundaries of your Monthly Meeting, your support committee may recommend to the Monthly Meeting that it ask BYM to embrace the ministry.
- 11) If the Monthly Meeting agrees BYM should be asked to embrace your ministry, it will send a request to BYM and the request will be referred to BYM's M&PC.
- 12) M&PC will explore whether it would be appropriate for BYM to embrace your ministry. M&PC may ask you to provide a full explanation of your ministry, the names of other persons or groups who may participate in it, cost estimates, and a copy of any of your travel minutes.
- 13) If it decides to recommend BYM embrace your ministry, M&PC Committee will decide which BYM committee will serve as a Sponsoring Committee for it.
- 14) The Sponsoring Committee is responsible for recommending to BYM that your ministry be embraced by BYM.
- 15) The Sponsoring Committee confers with you and your Monthly Meeting to identify Friends to serve on a Working Support Committee.
- 16) Meet frequently with the Working Support Committee and provide an annual report to the Sponsoring Committee.
- 17) Continue your spiritual practices and prayerful discernment.
- 18) As you may feel led, be prepared to discuss with your Working Support Committee when it would be appropriate to transform or lay down the ministry.
- 19) Share the fruits of your experience with your ministry with other Friends.

## TRAVEL DIRECTIONS

### YEARLY MEETING OFFICE

The office address is 17100 Quaker Lane, Sandy Spring, Maryland 20860.

**From I-495**, take exit #31A (Route 97 North—Georgia Avenue towards Wheaton). Go a little over 10 miles. Make a right at Route 108 East. Go about 2 miles; you will see Sherwood Elementary School on the left. At the next light (Norwood Road) make a right. Turn left into Friends House Retirement Community (Quaker Lane). Follow Quaker Lane all the way around Friends House Apartments. Quaker Lane ends at the Baltimore Yearly Meeting office. You will see a basketball hoop in the parking lot. Park and come in through the door with the “Baltimore Yearly Meeting Office” sign.

### CATOCTIN QUAKER CAMP

The camp street address is 12611 Tower Road, Thurmont, Maryland 21788.

**From I-70, I-270, and US Route 340:** take US Route 15 North at Frederick, MD. Go about 10 miles north to the u-turn at the Cunningham Falls State Park-Manor Area. Proceed south on US Route 15 and turn right 0.5 miles at the next road—Catoctin Hollow Road. Go 3.6 miles to Mink Farm Road and turn left. Proceed 2 miles turning right at Foxville-Tower Road. The driveway to the camp is on the right just beyond the bridge.

**From points north on US Route 15:** take US Route 15 south past Thurmont. Take MD Route 77 West at Thurmont for 2.5 miles. Turn left at Catoctin Hollow Road. After several miles turn right on Mink Farm Road. Follow it for 1.9 miles. Turn right on Foxville-Tower Road. The camp driveway is immediately on your right.

**From Hagerstown and Points West:** take I-70 east. Get off at exit 42 (Myersville, Gambril State Park). Turn left (north) on to MD Route 17. After 0.8 miles, turn right as indicated by the Greenbriar and Gambril State Parks sign. Also note the brick church on the left. Go only a short distance further to Route 40. Turn right on to Route 40. Turn left into Gambril State Park, just past the DanDee Motel (0.7 miles beyond the turn off Ridge Road). Proceed to the top of the mountain. You will find that the road comes to a T at the High Knob Scenic Area. Turn right at the T. Follow the paved road for 7.4 miles. At this point there is a Y in the road, marked by a Frederick Watershed sign. Take the left fork of the Y onto Mink Farm Road. Proceed slowly (15 mph) past Middlepoint Road (on the left) to Foxville-Tower Road, one mile and on the left. Turn left onto Foxville-Tower Road. The camp is on your immediate right.

### OPEQUON QUAKER CAMP

The camp street address is 2710 Brucetown Road, Clear Brook, Virginia 22624.

**From I-81:** Take exit 321 (Clear Brook). Go east on Hopewell Road to a T with Route 11. There will be a church in front of you and the Olde Stone Restaurant to your right. Turn left, then *take your immediate right* onto Brucetown Road. Opequon is 3 miles from this turn. As you proceed on Brucetown Road you will pass Clearbrook Park, cross a set of railroad tracks, go through the little town of Brucetown and pass through a residential area.

You will go down a hill passing several single family homes/trailers on your right. At the bottom of this hill make a right turn into the camp driveway. If you get to a Y, the right fork of which crosses a one lane concrete bridge, you've gone too far.

## SHILOH QUAKER CAMP

The camp street address is 4774 Middle River Road, Stanardsville, Virginia 22973.

**From DC:** From the Beltway go west on I-66 to exit 43. Go south on US Route 29 for about 55 miles, past Warrenton and Culpeper. Two miles after Madison, turn right on Route 230 at the light. There will be a Sheetz convenience store on your right. Go 6 miles to Hood, turn right on VA Route 613, and go three miles to the end. It comes to a T just after you cross a small bridge. Turn right on Middle River Road (VA Route 667), go 1.4 miles to the camp driveway which crosses a wooden bridge on the right just after a sharp left curve. It is directly across from the Shiloh Church of the Brethren. The church sign is easier to see than is the one for Shiloh Quaker Camp.

**From Richmond:** Take I-64 west 71 miles to Charlottesville. Turn north on US Route 29 and go 18 miles to Ruckersville. Turn left on 33 West. After 4.8 miles you will turn right at a stoplight for VA Route 33 Business towards Stanardsville. As you enter Stanardsville, turn right on Route 230, go 3 miles, then turn left on Middle River Road (Route 667). Go 1.4 miles to the camp driveway which crosses a wooden bridge on the right just after a sharp left curve. It is directly across from the Shiloh Church of the Brethren. The church sign is easier to see than is the one for Shiloh Quaker Camp.

## TEEN ADVENTURE QUAKER CAMP

The camp street address is 495 Snakefoot Lane, Lexington, VA 24450.

**From I-81 South:** take Exit 195 (US Route 11 South to Lexington. There are many Route 11 South exits, take exit 195.) After you go over Maury River bridge, stay left. Drive straight through a stoplight, where the road becomes Route 251, Thornhill Road. You will see small signs for Lake Robertson and Collierstown. Stay on Route 251 for 5 miles, at which time Route 251 will take a sharp right. GO STRAIGHT onto Route 677, Kygers Hill Road. The road will take you up and over a big hill. At the bottom of the hill, keep going straight. This now puts you on Blue Grass Trail (Route 612). Stay on Blue Grass Trail for 4 miles. You will pass Palmer Community Center. Go past the old North Buffalo Store for another mile, where the road forks. STAY LEFT. You will go by Ashland Fish Pond. Continue to a T in the road (a dairy farm is right in front of you). Turn left onto Spring Branch Road (Route 662) and go 2 miles. As you get to the top of a small hill, turn right on to Snakefoot Lane (Route 661). This is a gravel road. Go 1 mile and look for the Teen Adventure driveway on your left.

# DIRECTORY



---

# 2019 YEARBOOK INDEX

## Symbols

- 15th Street Meeting 108  
 2013 draft Faith and Practice. *See* 2013 Resource for Faith and Practice  
 2013 Resource for Faith and Practice 50, 52, 80, 92, 111, 143, 363  
   renaming 45

## A

- Abrams, Shoshana 122  
 Adelphi Friends Meeting 8, 46, 120, 128, 135, 277, 291  
   apportionment 236  
   community statistics 234  
   contact information 291  
   officers and clerks 291  
   telephone number 291  
   travel directions 291  
   website address 291  
   worship schedule 291  
 ad hoc Faith and Practice Process Clarification Committee 50. *See also* Faith and Practice Committee  
 ad hoc Growing Diverse Leadership Committee 5, 38, 39, 49, 136. *See also* Growing Diverse Leadership Committee  
   change to standing committee 48  
   report to Interim Meeting 14, 47, 48  
 Administration Manager 133, 137, 138  
 Administrative Assistant 57, 109, 133, 137, 279, 466  
   email address 466  
 Advancement and Outreach Committee 136, 142, 346, 355  
   annual report 177  
   budget 245  
   committee members 281  
   description in Manual of Procedure 92, 142, 143, 343  
   email address 281  
   ex-officio service  
     Sue Thomas Turner Quaker Education Fund 343, 352  
   functional committee 343  
   report to Interim Meeting 82, 103  
 Affiliated organizations  
   American Friends Service Committee 360  
   description in Manual of Procedure 334, 358  
   Friends Committee on National Legislation 360  
   Friends General Conference 356  
   Friends House Retirement Community 358  
   Friends Meeting School 359  
   Friends Peace Teams 361  
   Friends United Meeting 356

- Friends Wilderness Center 361
- Friends World Committee for Consultation 357
- Interfaith Action for Human Rights 362
- Miles White Beneficial Society of Baltimore City 359
- Prisoner Visitation and Support 362
- Quaker Earthcare Witness 362
- Quaker House 362
- Sandy Spring Friends School 360
- William Penn House 363
- AFSC. *See* American Friends Service Committee
- Alexander, Michelle 2
- Alexandria Friends Meeting 120, 291
  - apportionment 236
  - community statistics 234
  - contact information 291
  - officers and clerks 292
  - phone number 291
  - travel directions 291
  - web address 291
  - worship schedule 291
- American Friends Service Committee 124
  - annual report 215
  - contact information inside front cover
  - contributions to 244
  - description in Manual of Procedure 360
  - phone number inside front cover
  - representative 47
  - representatives to 289, 360
  - South Region
    - contact information inside front cover
    - phone number inside front cover
    - web address inside front cover
  - term of service 360
  - Washington Office
    - contact information inside front cover
    - phone number inside front cover
    - web address inside front cover
  - web address inside front cover
- Annapolis Friends Meeting 45, 120, 125, 277, 292
  - apportionment 236
  - community statistics 234
  - contact information 292
  - email address 292
  - officers and clerks 292
  - phone number 292
  - travel directions 292
  - web address 292

- 
- worship schedule 292
  - Announcements of Yearly Meeting
    - dates 278
  - Annual Session 333, 334, 335, 336, 348, 351, 363
    - description in Manual of Procedure 333
    - Spiritual State of the Yearly Meeting Report 348
  - Annual Session 2016 130, 133
  - Annual Session 2017
    - Registrar
      - report to Annual Session 130
  - Annual Session 2018 3
    - Registrar
      - report to Annual Session 130
  - Annual Session 2019 1, 5, 7, 9, 18, 80
  - All-Age Celebration 7, 10
  - Bookstore Manager
    - report to Annual Session 131
  - Carey Lecture 7, 18, 80, 122, 129, 130
  - Coffee House 9
  - Junior Yearly Meeting
    - report to Annual Session 121
  - Memorial Meeting for Worship 123, 160
  - minutes 107
    - Friday, August 2 120
    - Saturday, August 3 123
    - Sunday, August 4 128
    - Thursday, August 1 114
    - Tuesday, July 30 107
    - Wednesday, July 31 (afternoon) 113
    - Wednesday, July 31 (morning) 110
  - Opening Retreat 5, 108, 110
  - plenary sessions
    - Saturday plenary 7, 18, 80, 122, 129, 130
    - Tuesday plenary 6, 18, 129
    - Wednesday plenary 5, 129, 130
  - Produce Department 9
  - Registrar
    - report to Annual Session 130
  - Roll Call of Committee Clerks 130
  - Roll Call of Meetings 120
  - theme 5
  - Annual Session 2020
    - dates 131, 277
    - theme 131
  - Anti-racist Declaration. *See* Declaration of Baltimore Yearly Meeting as an Anti-Racist Organization
-

- Apportionment meetings
  - dates 278
- Archivist 279
- Ashley, Christine 122
- Assistant Treasurer of Yearly Meeting 79, 84, 91, 118, 141, 338
  - description in Manual of Procedure 335
  - ex-officio service
    - Stewardship and Finance Committee 335, 351
    - term of service 279, 335
- Associate General Secretary 45, 51, 55, 96, 109, 133, 138, 279, 466
  - annual report 109, 137
  - email address 466
- Augusta Worship Group 121, 293
  - contact information 293
  - email address 293
  - officers and clerks 293
  - phone number 293
  - web address 293
  - worship schedule 293

## B

- Back from the Brink Conference 13
- Baltimore Monthly Meeting, Homewood. *See* Homewood Friends Meeting
- Baltimore Monthly Meeting, Stony Run 27, 80, 120, 277, 293
  - apportionment 236
  - community statistics 234
  - contact information 293
  - email address 293
  - officers and clerks 293
  - phone number 293
  - travel directions 293
  - web address 293
  - worship schedule 293
- Baltimore Yearly Meeting
  - Articles of Consolidation 364
    - revisions 366, 367
  - contact information 391, back cover
  - email address back cover
  - finances. *See* Finances of Baltimore Yearly Meeting
  - functions
    - description in Manual of Procedure 333
  - phone number back cover
  - structure
    - description in Manual of Procedure 333
  - travel directions
    - Catoctin Quaker Camp 391
    - office 391

- 
- Opequon Quaker Camp 391
  - Shiloh Quaker Camp 392
  - Teen Adventure Quaker Camp 392
  - Vision Statement 115
  - web address back cover
  - Baltimore Yearly Meeting of Friends (Orthodox) 359, 364
  - Baltimore Yearly Meeting of Friends, Stony Run 364
  - Belize City Friends Center 113
  - Belize Friends Ministries 108
  - Belize Friends School 27
  - Benson, Kallen 6
  - Bergsieker, Rachel 124
  - Bethesda Friends Meeting 120, 294
    - apportionment 236
    - community statistics 234
    - contact information 294
    - email address 294
    - officers and clerks 294
    - phone number 294
    - travel directions 294
    - web address 294
    - worship schedule 294
  - Bible
    - Geneva translation 112
    - King James translation 112
  - Blacksburg Friends Meeting 120, 295
    - apportionment 236
    - community statistics 234
    - contact information 295
    - officers and clerks 295
    - phone number 295
    - travel directions 295
    - web address 295
    - worship schedule 295
  - Bookkeeping Assistant 67, 96, 109, 279, 466
    - email address 466
    - job description 48, 71
  - Bookstore Manager
    - report to Annual Session 131
  - Braun, Mary. *See* Development Director
  - Broadmead
    - contact information inside back cover
    - phone number inside back cover
    - web address inside back cover
  - Buckhannon Preparative Meeting 121, 295
    - contact information 295
    - email address 295
-

- officers and clerks 296
- phone number 295
- travel directions 295
- web address 295
- worship schedule 295
- BYM Camps 6, 80, 344, 347
  - Catoctin Quaker Camp
    - contact information inside back cover
  - contact information inside back cover
  - new camp property search 16, 32
  - Opequon Quaker Camp
    - contact information inside back cover
  - rentals 344
  - reunions 114
  - search for new camp 114
  - Shiloh Quaker Camp
    - contact information inside back cover
  - Teen Adventure Quaker Camp
    - contact information qy

## C

- Calendar of meetings
  - Annual Session 2020 277
  - apportionment meetings 278
  - Centre Quarterly Meeting 277
  - Chesapeake Quarterly Meeting 277
  - Family Camp Weekends 278
  - Firecircle 278
  - Interchange 278
  - Interim Meeting
    - Eleventh Month 2019 277
    - Sixth Month 2020 277
    - Tenth Month 2020 277
    - Third Month 2020 277
  - Junior Young Friends conferences 278
  - Nottingham Quarterly Meeting 277
  - Women's Retreat 278
  - Yearly Meeting announcements 278
  - Young Friends conferences 278

## Camp

- BYM Camps
  - contact information inside back cover
- Camping Program Committee 15, 32, 39, 56, 58, 141, 142, 340, 344, 346
  - annual report 177
  - committee members 281
  - description in Manual of Procedure 344
  - email address 281

- 
- ex-officio members
    - camp directors 344
    - Camp Program Manager 344
  - ex-officio service
    - Camp Property Management Committee 344, 345
    - Growing Diverse Leadership Committee 346
    - Youth Safety Policy Working Group 336
  - functional committee 343
  - report to Annual Session 113
  - Camp Program Manager 23, 56, 97, 109, 279, 344, 345, 466
    - annual report 16, 36
    - contact information inside back cover
    - email address 466
    - ex-officio service
      - Camping Program Committee 344
      - Youth Safety Policy Working Group 336
    - phone number inside back cover
  - Camp Property Management Committee 16, 32, 56, 114, 141, 346
    - administrative committee 343
    - annual report 178
    - committee members 281
    - description in Manual of Procedure 344
    - email address 281
    - ex-officio members
      - Camping Program Committee 344, 345
      - Camp Property Manager 344
      - Stewardship and Finance Committee 344, 352
      - Trustees of Baltimore Yearly Meeting 344
    - Family Camp Weekends 344
  - Camp Property Manager 23, 56, 97, 109, 114, 279, 344, 466
    - annual report 16, 30
    - email address 466
    - ex-officio service
      - Camp Property Management Committee 344
  - Carlisle Quaker Meeting 120, 278, 296
    - apportionment 236
    - community statistics 234
    - contact information 296
    - email address 296
    - officers and clerks 296
    - phone number 296
    - travel directions 296
    - web address 296
    - worship schedule 296
  - Catoctin Quaker Camp 6, 32, 113
    - bath house 23, 82, 112, 133, 146
    - contact information 391, inside back cover
-

- phone number inside back cover
- travel directions 391
- Catoctin Quaker Camp Caretaker 109, 279
- Center on Conscience and War
  - contact information inside front cover
  - contributions to 244
  - email address inside front cover
  - phone number inside front cover
  - web address inside front cover
- Centre Quarterly Meeting
  - clerk 277
  - dates 277
- Change Groups
  - report to Interim Meeting 45, 49
- Charlottesville Friends Meeting 120, 296
  - apportionment 236
  - community statistics 234
  - contact information 296
  - officers and clerks 297
  - phone number 296
  - travel directions 296
  - web address 296
  - worship schedule 296
- Chesapeake Quarterly Meeting 14, 81
  - clerk 277
  - dates 277
- Chestnut Hill Friends Meeting 110, 122
- Chiorazzi, Annie 122
- Churchman, Deborah "Debbie" 45
- Clerk of Interim Meeting 15, 24, 39, 45, 79, 84, 91, 118, 141, 142, 277, 338
  - contact information back cover
  - description in Manual of Procedure 334
  - email address back cover
  - ex-officio service
    - Growing Diverse Leadership Committee 346
    - Supervisory Committee 334
  - phone number back cover
  - report to Annual Session 109, 133
  - term of service 279, 334
- Climate Stewards of Greater Annapolis 125
- Committees of Interim Meeting
  - description in Manual of Procedure 338
  - Search Committee 338
  - Supervisory Committee 339
- Committees of Yearly Meeting 337, 347
  - ad hoc committees
    - description in Manual of Procedure 342

- 
- service on 342
  - time limits 342
  - administrative committees 342
    - list of 343
  - appointments to
    - description in Manual of Procedure 341
  - clerks
    - description in Manual of Procedure 341
  - co-opted members
    - description in Manual of Procedure 341
  - description in Manual of Procedure 91, 141, 142, 333, 340, 341
  - executive session
    - description in Manual of Procedure 342
  - functional committees 342
    - list of 343
    - position papers 342
    - statements on behalf of Yearly Meeting 342
  - procedure for creating new committee
    - description in Manual of Procedure 341
  - special groups
    - description in Manual of Procedure 343
  - terms of service 349
    - description in Manual of Procedure 341
  - working groups 354
    - description in Manual of Procedure 343
  - Comptroller 56, 67, 98, 109, 135, 279, 466
    - email address 466
    - job description 48, 68
  - Condori, Emma 6, 107
  - Conflict of Interest Policy 336, 340
    - description in Manual of Procedure 367
  - Cummings, Elijah 125

## D

- Declaration of Baltimore Yearly Meeting as an Anit-Racist Organization
  - 5, 115, 117, 127, 131, 174
- Deer Creek Meeting 120, 297
  - apportionment 236
  - community statistics 234
  - contact information 297
  - email address 297
  - officers and clerks 297
  - phone number 297
  - travel directions 297
  - web address 297
  - worship schedule 297

- Development Committee 16, 21, 56, 81, 97, 114, 145
  - annual report 179
  - committee members 282
  - description in Manual of Procedure 345, 346
  - email address 282
  - ex-officio members
    - Stewardship and Finance Committee 345, 352
    - Trustees of Baltimore Yearly Meeting 345
  - functional committee 343
  - report to Annual Session 119, 157
  - report to Interim Meeting 15, 49, 73, 82
  - Yearly Meeting mailing list 345
- Development Director 47, 56, 82, 96, 109, 114, 135, 279, 345, 466
  - email address 466
  - Minute of Appreciation for Ann Venable 15, 22, 135
  - report to Annual Session 119, 157
  - report to Interim Meeting 14, 21, 48, 81
  - search 15, 48, 56, 135
- District Community Playback 11
- Dowling, Jocelyn "Jossie". *See* Youth Programs Manager
- Dugan, Harriet. *See* Bookkeeping Assistant
- Dunnings Creek Friends Meeting 120, 277, 298
  - apportionment 236
  - community statistics 234
  - contact information 298
  - officers and clerks 298
  - phone number 298
  - travel directions 298
  - web address 298
  - worship schedule 298

## E

- Earlham College Friends Collection
  - contact information inside back cover
  - phone number inside back cover
  - web address inside back cover
- Earlham School of Religion
  - contact information inside front cover
  - contributions to 244
  - phone number inside front cover
  - web address inside front cover
- East Africa Yearly Meeting 110
- East Africa Yearly Meeting-North 107
- Eastland Preparative Meeting 120, 277, 298
  - contact information 298
  - officers and clerks 298
  - travel directions 298

- 
- web address 298
  - worship schedule 298
  - Educational Fund 346
  - Educational Grants Committee
    - annual report 180
    - committee members 282
    - description in Manual of Procedure 346
    - email address 282
    - functional committee 343
  - Education Endowment Income Fund 346
  - Eley, David 108
  - End of Life Working Group 136, 355
    - annual report 203
    - creation 80, 88
    - email address 286
    - report to Interim Meeting 13
    - working group members 286
  - Epistle Committee
    - description in Manual of Procedure 141, 334
    - members 109
    - report to Annual Session 128, 131
  - Epistles 334
    - Junior Young Friends
      - 2019 Epistle 9, 131
    - Women's Retreat
      - 2019 Epistle 10, 131
    - Yearly Meeting 334
      - 2018 Epistle 5
      - 2019 Epistle 5, 128, 131
    - Young Adult Friends
      - 2019 Epistle 7, 131
    - Young Friends
      - 2019 Epistle 8, 131
  - Evangelical Friends International 107
  
  - F**
  - Fairhill/Griest Education Fund 254, 346
  - Faith and Practice 50, 79, 335, 348
    - changes in Manual of Procedure 92, 143, 347
    - procedure 347, 363
    - marriage 45
  - Faith and Practice Committee
    - administrative committee 343
    - annual report 111, 180
    - budget 245
    - committee members 282
    - description in Manual of Procedure 347, 363
-

- email address 282
- report to Annual Session 111
- report to Interim Meeting 45, 50
- Faith and Practice Revision Committee 50. *See also* Faith and Practice Committee
- Family Camp Weekends 30, 33, 113, 344
  - dates 278
- FAP. *See* Friendly Adult Presence
- Fauquier Friends Worship Group 120, 299
  - contact information 299
  - email address 299
  - officers and clerks 299
  - travel directions 299
  - web address 299
  - worship schedule 299
- FCNL. *See* Friends Committee on National Legislation
- Fetter, Elizabeth Ann “Susie” Hutcheson
  - death 45
  - Memorial Minute 123, 160
- FGC. *See* Friends General Conference
- Finances of Baltimore Yearly Meeting
  - 2017 budget 133
  - 2018 actuals 241
  - 2018 funds activity 254
  - 2018 operating budget 241
  - 2019 budget
    - changes to 66
  - 2019 operating budget 241
  - 2020 apportionments 119, 127
  - 2020 budget 57
  - 2020 budget notes 239
  - 2020 capital budget 127, 240, 251
  - 2020 operating budget 119, 127, 133, 134, 241, 242
    - administration detail 242
    - camp program and property detail 246
    - contributions to major organizations 243
    - contributions to other organizations 244
    - other programs detail 249
    - summary 241
  - apportionment 48, 352
    - description in Manual of Procedure 334
  - balance sheet
    - December 31, 2018 77
    - June 30, 2019 156
    - March 31, 2019 101
    - September 30, 2018 41
  - budget 352
    - description in Manual of Procedure 334

- 
- contributions to budget
    - 2018 actual 253
    - 2018 budget 253
    - 2019 budget 253
    - 2020 budget 253
  - independent audit 81, 154, 255, 336
  - investment portfolio
    - as of 12/31/18 253
  - statement of activities
    - December 31, 2018 78
    - June 30, 2019 155
    - March 31, 2019 99
    - September 30, 2018 43
  - statement of financial position
    - December 31, 2018 77
    - June 30, 2019 156
    - March 31, 2019 101
    - September 30, 2018 41
  - Firecircle
    - submission deadline 278
  - Five Years Meeting of Friends 356
  - Flanagan, Eileen 7, 122, 129, 130
  - Floyd Friends Meeting 120, 299
    - apportionment 236
    - community statistics 234
    - contact information 299
    - officers and clerks 299
    - phone number 299
    - travel directions 299
    - web address 299
    - worship schedule 299
  - Fogarty, John Davidson “Jack”
    - Memorial Minute 123, 162
  - Foxdale Village
    - contact information inside back cover
    - phone number inside back cover
    - web address inside back cover
  - Fox, George 108
  - Frederick Friends Meeting 120, 278, 300
    - apportionment 236
    - community statistics 234
    - contact information 300
    - email address 300
    - officers and clerks 300
    - phone number 300
    - travel directions 300
    - web address 300
-

- worship schedule 300
- Friendly Adult Presence 9, 93, 353
  - training 47, 93
- Friends Committee on National Legislation 46, 122
  - annual report 215
  - contact information inside front cover
  - contributions to 244
  - description in Manual of Procedure 360, 361
  - email address inside front cover
  - phone number inside front cover
  - representatives to 289, 361
  - term of service 361
  - web address b, 361
- Friends Community School 135, 277
  - contact information inside back cover
  - litigation concerning 47
  - phone number inside back cover
  - web address inside back cover
- Friends Council on Education
  - contributions to 244
- Friends General Conference 25, 110, 352
  - 2020 Gathering 82, 105, 110, 126
  - access to Yearly Meeting mailing list 345
  - affiliation with
    - description in Manual of Procedure 355
  - annual report 126, 215
  - contact information inside front cover
  - contributions to 243
  - description in Manual of Procedure 356
  - Gathering 356
  - phone number inside front cover
  - report to Annual Session 126
  - report to Interim Meeting 82, 105
  - representatives to 289, 334, 355
  - web address b, 126, 356
- Friends Historical Collection at Guilford College
  - contact information inside back cover
  - email address inside back cover
  - web address inside back cover
- Friends historical collections
  - contact information inside back cover
- Earlham College Friends Collection
  - contact information inside back cover
- Friends Historical Collection at Guilford College
  - contact information inside back cover
- Friends Historical Library at Swarthmore College
  - contact information inside back cover

- 
- Quaker Collection at Haverford College
    - contact information inside back cover
  - Friends Historical Library at Swarthmore College
    - contact information inside back cover
    - phone number inside back cover
    - web address inside back cover
  - Friends House, Moscow
    - contributions to 244
  - Friends House Retirement Community
    - affiliation with 358
    - annual report 216
    - contact information inside back cover
    - contributions to 244
    - description in Manual of Procedure 358
    - phone number inside back cover
    - representative 47
    - representatives to 289, 358
    - term of service 358
    - web address inside back cover
  - Friends Journal
    - contact information inside front cover
    - contributions to 244
    - phone number inside front cover
    - web address inside front cover
  - Friends Meeting of Washington 79, 120, 300
    - apportionment 236
    - community statistics 234
    - contact information 300
    - email address 300
    - officers and clerks 301
    - phone number 300
    - travel directions 300
    - web address 300
    - worship schedule 300
  - Friends Meeting School
    - affiliation with 359
    - annual report 218
    - contact information inside back cover
    - contributions to 244
    - description in Manual of Procedure 359
    - phone number inside back cover
    - representatives to 289, 359
    - term of service 359
    - under spiritual care of Yearly Meeting 359
    - web address inside back cover
  - Friends Non-Profit Housing
    - contact information inside front cover
-

- phone number inside front cover
- Friends organizations
  - contact information inside front cover
- Friends Peace Teams
  - annual report 218
  - contact information inside front cover
  - contributions to 244
  - description in Manual of Procedure 361
  - email address inside front cover
  - phone number inside front cover
  - report to Annual Session 124
  - representatives to 289, 361
  - term of service 361
  - web address b, 361
- Friends retirement communities
  - Broadmead
    - contact information inside back cover
  - contact information inside back cover
  - Foxdale Village
    - contact information inside back cover
  - Friends House Retirement Community
    - contact information inside back cover
  - Kendal at Lexington
    - contact information inside back cover
- Friends School of Baltimore
  - contact information inside back cover
  - phone number inside back cover
  - web address inside back cover
- Friends schools
  - Belize Friends School 27
    - contact information inside back cover
  - Friends Community School
    - contact information inside back cover
  - Friends Meeting School
    - contact information inside back cover
  - Friends School of Baltimore
    - contact information inside back cover
  - Menallen Friends Preschool
    - contact information inside back cover
  - Ramallah Friends School 27
  - Sandy Spring Friends School
    - contact information inside back cover
  - School for Friends
    - contact information inside back cover
  - Sidwell Friends School
    - contact information inside back cover

- 
- State College Friends School
    - contact information inside back cover
  - Tandem Friends School
    - contact information inside back cover
  - Virginia Beach Friends School
    - contact information inside back cover
  - Friends United Meeting 110, 113, 352
    - 2020 Triennial 82, 113, 124
    - access to Yearly Meeting's mailing list 345
    - affiliation with
      - description in Manual of Procedure 355
    - annual report 220
    - bookstore 27
    - contact information inside front cover
    - contributions to 243
    - description in Manual of Procedure 356
    - email address inside front cover
    - finances 27
    - phone number inside front cover
    - report to Annual Session 112, 147
    - report to Interim Meeting 15, 26, 82, 102
    - representatives to 289, 355
    - Triennial 356
    - web address b, 113, 357
  - Friends Wilderness Center 353
    - annual report 223
    - contact information inside front cover
    - description in Manual of Procedure 361
    - phone number inside front cover
    - representatives to 289, 362
    - term of service 362
    - web address inside front cover
  - Friends World Committee for Consultation
    - access to Yearly Meeting mailing list 345
    - affiliation with
      - description in Manual of Procedure 355
    - annual report 223
    - contributions to 243
    - description in Manual of Procedure 357
    - Section of the Americas 358
      - contact information inside front cover
      - email address inside front cover
      - phone number inside front cover
      - representatives to 290, 355, 357, 358
      - web address inside front cover
  - Travelling Ministry Corps 110
  - triennial 357
-

FUM. *See* Friends United Meeting

FWCC. *See* Friends World Committee for Consultation

## G

General Secretary 24, 39, 47, 48, 49, 55, 81, 109, 112, 279, 337, 340, 345, 466

email address 466

ex-officio service

Program Committee 351

Youth Safety Policy Working Group 336

job description 339

report to Annual Session 112, 144

report to Interim Meeting 47, 55, 81, 96, 135

responsible to Supervisory Committee 339

Gettysburg Monthly Meeting 120, 278, 301

apportionment 236

community statistics 234

contact information 301

officers and clerks 301

phone number 301

travel directions 301

web address 301

worship schedule 301

Goose Creek Friends Meeting 8, 120, 301

apportionment 236

community statistics 234

contact information 301

officers and clerks 302

phone number 301

Spiritual State of the Meeting 3

travel directions 301

web address 301

worship schedule 301

Gorton, Beth 108

Graves, Sylvia 111

Growing Diverse Leadership Committee 5, 58, 355

annual report 182

becoming standing committee 5

budget 245

committee members 282

description in Manual of Procedure 48, 61, 136, 142, 346

email address 282

ex-officio members

Camping Program Committee 346

Clerk of Interim Meeting 346

Presiding Clerk of Yearly Meeting 346

Strengthening Transformative Relationships in Diverse Environments Working Group 346

- 
- Working Group on Racism 346
  - Young Adult Friends 346
    - report to Annual Session 115, 127, 174
    - report to Interim Meeting 80
    - standing committee 136
    - standing committee approval 48, 61
  - Growing Our Meetings Working Group 136, 355
    - annual report 203
    - creation 82, 103
    - description in Manual of Procedure 142, 343
    - email address 286
    - minute on theological diversity 123, 131, 159
    - report to Annual Session 122, 131, 158, 159
    - working group members 286
  - Guidelines for Embracing the Ministry of Friends 91, 142, 349
    - description in Manual of Procedure 386
  - Gunpowder Friends Meeting 120, 277, 302
    - apportionment 236
    - community statistics 234
    - contact information 302
    - email address 302
    - officers and clerks 302
    - phone number 302
    - travel directions 302
    - web address 302
    - worship schedule 302

## H

- Half-Yearly Meetings
  - description in Manual of Procedure 333
- Hannapel, Claire 13
- Harris, Dyresha 48
- Hathaway, Hayley 108
- Hawkins, Edward “Ted” Kenneth
  - Memorial Minute 123, 163
- Herdon Friends Meeting
  - community statistics 234
- Herndon Friends Meeting 120, 303
  - apportionment 236
  - contact information 303
  - email address 303
  - officers and clerks 303
  - phone number 303
  - travel directions 303
  - web address 303
  - worship schedule 303
- Hickey, Sean 56

- Hill, Thomas "Tom". *See* Treasurer of Yearly Meeting
- Historical collections
- Friends
    - contact information inside back cover
- Holiness Friends Yearly Meeting 107
- Holland, Nikki 108, 110
- Homewood Friends Meeting 8, 120, 277, 303, 359
- apportionment 236
  - community statistics 234
  - contact information 303
  - email address 303
  - End of Life Minute 18
  - officers and clerks 303
  - phone number 303
  - travel directions 303
  - web address 303
  - worship schedule 303
- Hood College 80, 107
- Hopewell Centre Monthly Meeting 16, 120, 277, 304
- apportionment 236
  - community statistics 234
  - contact information 304
  - officers and clerks 304
  - phone number 304
  - travel directions 304
  - web address 304
  - worship schedule 304
- Hunter, David. *See* Camp Property Manager
- Hutchinson, Betty
- Memorial Minute 123, 164

## I

- Important Minutes of Baltimore Yearly Meeting 363
- Indian Affairs Committee 142, 346
- annual report 183
  - budget 245
  - committee members 282
  - description in Manual of Procedure 347, 348
  - email address 282
  - functional committee 343
  - fund 348
- Interchange 51, 83
- submission deadlines 278
- Interfaith Action for Human Rights 350
- annual report 224
  - contributions to 244
  - description in Manual of Procedure 362

- 
- representatives to 290, 362
  - term of service 362
  - Interfaith Center of Metro Washington
    - contributions to 244
  - Interim Meeting 333, 334, 335, 341, 363
    - budget 245
    - description in Manual of Procedure 141, 337
  - Eleventh Month 2010
    - dates 277
    - functions
      - description in Manual of Procedure 337
    - functions of 90, 141
    - report to Annual Session 109, 133
    - representatives to
      - description in Manual of Procedure 337
  - Sixth Month 2019 3
    - minutes 79
  - Sixth Month 2020
    - dates 277
  - Tenth Month 2018
    - minutes 13
  - Tenth Month 2020
    - dates 277
  - Third Month 2019
    - minutes 45, 134
  - Third Month 2020 124
    - dates 277
  - Intermountain Yearly Meeting 108
  - Internet Communications Working Group 355
    - annual report 204
    - description in Manual of Procedure 343
    - email address 286
    - working group members 286
  - Intervisitation Working Group 3, 6, 349, 355
    - annual report 205
    - budget 245
    - email address 286
    - report to Annual Session 111
    - working group members 286
  - Iowa Yearly Meeting 122

**J**

- Junior Yearly Meeting 9, 351, 353
  - ex-officio service
    - Youth Safety Policy Working Group 336
  - Program Committee 351
  - report to Annual Session 121

- Junior Young Friends 9, 47, 81, 92
  - 2019 Epistle 9, 131
  - conferences 353
  - dates 278
  - handbook 353
- Junior Young Friends Assistant
  - job description 81, 93
- JYF. *See* Junior Young Friends
- JYM. *See* Junior Yearly Meeting

## K

- Kaimosi Friends Meeting 110
- Kemp, Amanda 5, 49
- Kendal at Lexington
  - contact information inside back cover
  - phone number inside back cover
  - web address inside back cover
- Kenyan Friends Church 6
- Keystone Fellowship 108
- King, Martin Luther 3

## L

- Lancaster Friends Meeting 49
- Langley Hill Friends Meeting 8, 36, 120, 304
  - apportionment 236
  - community statistics 234
  - contact information 304
  - email address 304
  - officers and clerks 305
  - phone number 304
  - travel directions 304
  - web address 304
  - worship schedule 304
- Lehman, Margo. *See* Comptroller
- Lepper, Susan Jewett
  - Memorial Minute 123, 166
- Little Britain Monthly Meeting 120, 305
  - apportionment 236
  - community statistics 234
  - contact information 305
  - officers and clerks 305
  - travel directions 305
  - web address 305
  - worship schedule 305
- Little Falls Meeting of Friends 97, 120, 277, 305
  - apportionment 236

---

- community statistics 235
- contact information 305
- email address 305
- officers and clerks 305
- phone number 305
- travel directions 305
- web address 305
- worship schedule 305

Lomax, Khalila. *See* STRIDE Coordinator

Lynchburg Indulged Meeting 121, 306

- contact information 306
- officers and clerks 306
- phone number 306
- travel directions 306
- web address 306
- worship schedule 306

## M

Madison Friends Meeting 110

Manual of Procedure 50

- changes in Manual of Procedure 92, 143, 333, 338, 348, 363
  - procedure 363
- introduction 333
- purpose 333

Manual of Procedure Committee 45, 92, 136, 143

- administrative committee 343
- annual report 187
- committee members 283
- description in Manual of Procedure 348, 363, 364
- email address 283
- report to Annual Session 109, 139
- report to Interim Meeting 80, 89

Martin, Marcelle 5, 108, 110

Maryland Alliance for Justice Reform 2

Maryland Citizens' Health Initiative

- Prescription Drug Affordability Initiative 14, 20, 136

Mattaponi Friends Meeting 120, 306

- apportionment 236
- community statistics 235
- contact information 306
- email address 306
- officers and clerks 306
- phone number 306
- travel directions 306
- web address 306
- worship schedule 306

Maury River Friends Meeting 120, 307

- apportionment 236
- community statistics 235
- contact information 307
- email address 307
- officers and clerks 307
- travel directions 307
- web address 307
- worship schedule 307

Megginson, Jane. *See* Camp Program Manager

Menallen Friends Meeting

- apportionment 236

Menallen Friends Preschool

- contact information inside back cover
- phone number inside back cover
- web address inside back cover

Menallen Monthly Meeting 120, 278, 307

- community statistics 235
- contact information 307
- officers and clerks 307
- phone number 307
- travel directions 307
- web address 307
- worship schedule 307

Midlothian Friends Meeting 120, 308

- apportionment 236
- community statistics 235
- contact information 308
- email address 308
- officers and clerks 308
- phone number 308
- travel directions 308
- web address 308
- worship schedule 308

Miles White Beneficial Society of Baltimore City 80, 118

- affiliation with 359
- annual report 225, 359
- description in Manual of Procedure 359
- representatives to 290, 359
- term of service 360

Ministry and Pastoral Care Committee 3, 24, 81, 142, 143, 346, 355

- annual report 111, 188
- budget 245
- committee members 283
- description in Manual of Procedure 91, 142, 348
- email address 283
- ex-officio service

- 
- Program Committee 348, 351
  - functional committee 343
  - Guidelines for Embracing the Ministry of Friends
    - description in Manual of Procedure 349
    - report to Annual Session 111, 122
    - report to Interim Meeting 15, 24
    - Travel minutes 348
  - Ministry of Presence 3
  - Minutes policy
    - description in Manual of Procedure 336, 340
  - Monadnock Monthly Meeting 110
  - Monongalia Friends Meeting 121, 308
    - community statistics 235
    - contact information 308
    - email address 308
    - officers and clerks 308
    - phone number 308
    - web address 308
    - worship schedule 308
  - Monongalia Monthly Meeting
    - apportionment 236
  - Morgan, Emily 67
- N**
- Naming Committee 136, 338
    - committee members 49
    - description in Manual of Procedure 337, 338
    - report to Interim Meeting 47, 79
    - term of service 338
  - National Campaign for a Peace Tax Fund
    - contact information inside front cover
    - email address inside front cover
    - phone number inside front cover
    - web address inside front cover
  - National Council of Churches
    - contributions to 244
  - National Religious Coalition Against Torture
    - contributions to 244
  - Nesbitt, Patricia "Patti" 6, 45, 129
  - Networking Day 13, 46
  - New Association of Friends 110
  - New England Yearly Meeting 108, 110
  - New Jim Crow, The 2
  - New York Yearly Meeting 108
  - Nineteenth Amendment 79
  - Nominating Committee 46, 91, 136, 141, 142, 337, 338, 341, 355, 359, 360, 361, 362, 363
-

- administrative committee 343
- annual report 189
- committee members 79, 84, 283
- description in Manual of Procedure 91, 349, 350
- email address 283
- report to Annual Session 117, 124
- report to Interim Meeting 15, 47
- Norfolk Preparative Meeting 121, 309
  - contact information 309
  - email address 309
  - officers and clerks 309
  - phone number 309
  - travel directions 309
  - web address 309
  - worship schedule 309
- Northern Yearly Meeting 110, 125
- Nottingham Monthly Meeting 121, 309
  - apportionment 236
  - community statistics 235
  - contact information 309
  - email address 309
  - officers and clerks 309
  - Oxford Meeting House 277
  - phone number 309
  - The Brick Meeting House 277
  - travel directions 309
  - web address 309
  - worship schedule 309
- Nottingham Quarterly Meeting 97
  - clerk 277
  - dates 277
- Nuts and Bolts Committee of Young Friends 354
  - committee members 283
  - description in Manual of Procedure 92, 143
  - ex-officio service
    - Program Committee 351, 354
    - Youth Programs Committee 353

## **O**

### **Officers**

- description in Manual of Procedure 333
- Interim Meeting
  - Clerk of Interim Meeting 279
  - description in Manual of Procedure 334
  - Recording Clerk of Interim Meeting 279
- Yearly Meeting
  - Assistant Treasurer of Yearly Meeting 279

- 
- description in Manual of Procedure 334
  - Presiding Clerk of Yearly Meeting 279
  - Recording Clerk of Yearly Meeting 279
  - Treasurer of Yearly Meeting 279
  - Ohio Yearly Meeting 108
  - Opequon Quaker Camp 5, 30, 56, 97, 113, 114
    - contact information 391, inside back cover
    - phone number inside back cover
    - reunion 16
    - travel directions 391
  - Organizations
    - Friends
      - contact information inside front cover
  - Outreach and Inclusion Coordinator 16, 48
- P**
- Parachutes For The Planet 45
  - Pastoral Care Working Group 24, 111, 349, 355
    - annual report 207
    - charge 15, 24
    - email address 286
    - report to Interim Meeting 15, 24
    - working group members 286
  - Patapsco Friends Meeting 121, 277, 310
    - apportionment 236
    - community statistics 235
    - contact information 310
    - email address 310
    - officers and clerks 310
    - phone number 310
    - travel directions 310
    - web address 310
    - worship schedule 310
  - Patuxent Friends Meeting 56, 121, 277, 310
    - apportionment 236
    - community statistics 235
    - contact information 310
    - officers and clerks 310
    - phone number 310
    - travel directions 310
    - web address 310
    - worship schedule 310
  - Paul, Alice 79
  - Peace and Social Concerns Committee 134, 136, 142, 346, 355, 362, 363
    - annual report 190
    - budget 245
    - committee members 284
-

- description in Manual of Procedure 91, 143, 350
- email address 284
- end of life legislation 46
- functional committee 343
- Minute on immigration 14, 19
- Networking Day 13, 46, 80
- newsletter 80
- report to Annual Session 125, 169
- report to Interim Meeting 13, 18, 19, 20, 46, 80, 88
- statements of pacifism 350
- Pearlstone Retreat Center 10, 11
- Pendle Hill
  - contact information inside front cover
  - contributions to 244
  - email address inside front cover
  - phone number inside front cover
  - web address inside front cover
- Penn Hill Preparative Meeting 97, 120, 277, 311
  - contact information 311
  - officers and clerks 311
  - travel directions 311
  - web address 311
  - worship schedule 311
- Personnel policies 339
- Philadelphia Yearly Meeting 110, 122, 126
- Pipe Creek Friends Meeting 121, 278, 311
  - apportionment 236
  - community statistics 235
  - contact information 311
  - email address 311
  - officers and clerks 311
  - phone number 311
  - travel directions 311
  - worship schedule 311
- Presiding Clerk of Yearly Meeting 15, 24, 39, 84, 90, 118, 141, 142, 277, 338
  - contact information back cover
  - description in Manual of Procedure 141, 334
  - email address back cover
  - ex-officio service
    - Friends General Conference 334
    - Growing Diverse Leadership Committee 346
    - Program Committee 334, 351
    - Supervisory Committee 334
    - Trustees of Baltimore Yearly Meeting 334
    - Youth Safety Policy Working Group 336
  - listener 334
  - phone number back cover

- 
- report to Interim Meeting 17, 141, 334
  - retiring clerk 334
  - term of service 279, 334
  - Prisoner Visitation and Support 350
    - annual report 226
    - contact information inside front cover
    - contributions to 244
    - description in Manual of Procedure 362
    - email address inside front cover
    - phone number inside front cover
    - representatives to 290, 362
    - term of service 362
    - web address inside front cover
  - Program Committee 6, 134, 139, 141
    - administrative committee 343
    - annual report 109, 191
    - changes to Annual Session
      - pay as led 109, 135
    - committee members 284
    - description in Manual of Procedure 92, 143, 351
    - email address 284
    - ex-officio members 334
      - General Secretary 351
      - Junior Yearly Meeting clerk 351
      - Ministry and Pastoral Care Committee 348, 351
      - Nuts and Bolts Committee of Young Friends 351, 354
      - Presiding Clerk of Yearly Meeting 351
      - Registrar 351
      - Youth Programs Manager 351
    - fee model for Annual Session 6
    - reforms of Annual Session
      - pay as led 79, 86
      - schedule changes 13, 17
    - report to Annual Session 109, 131
    - report to Interim Meeting 13, 17, 79, 86
  - Provance, Emily 108

## Q

- QEW. *See* Quaker Earthcare Witness
  - QREC. *See* Quaker Religious Education Collaborative
  - Quaker City Unity Friends Meeting 108
  - Quaker Collection at Haverford College
    - contact information inside back cover
    - phone number inside back cover
    - web address inside back cover
  - Quaker Earthcare Witness 244, 353
    - annual report 227
-

- contact information inside front cover
  - description in Manual of Procedure 362
  - email address inside front cover
  - phone number inside front cover
  - report to Annual Session 125, 170
  - representatives to 290, 362
  - term of service 362
  - web address inside front cover
  - Quaker House 91, 143, 350
    - annual report 229
    - contact information inside front cover
    - contributions to 244
    - description in Manual of Procedure 362
    - phone number inside front cover
    - representatives to 290, 363
    - term of service 363
    - web address inside front cover
  - Quaker Men International 107
  - Quaker Religious Education Collaborative 244
    - affiliation to 136
    - affiliation with 45
    - annual report 229
    - contact information inside front cover
    - description in Manual of Procedure 45, 136
    - email address inside front cover
    - report to Interim Meeting 15, 25
    - representative 45
    - representatives to 290
    - web address inside front cover
  - Quaker United Nations Offices
    - annual report 229
  - Quaker Voice of Maryland Interest Group 46, 80
  - Quaker Voluntary Service 13
  - Quarterly Meetings 333, 347, 349
    - description in Manual of Procedure 333
- R**
- Ramallah Friends School 15, 27
  - Reber, Ruth 110
  - Recorded Minister 349
  - Recording Clerk of Interim Meeting 84, 91, 118, 141, 338
    - description in Manual of Procedure 334
    - term of service 279, 334
  - Recording Clerk of Yearly Meeting 79, 84, 90, 118, 141, 338
    - description in Manual of Procedure 141, 334, 335
    - Minute of appreciation to Helen Tasker 132
    - term of service 279, 334

- 
- Registrar
    - ex-officio service
      - Program Committee 351
      - report to Annual Session 130
  - Religious Education Committee 79, 136
    - annual report 193
    - budget 245
    - clerk
      - ex-officio service
        - Youth Safety Policy Working Group 336
    - committee members 284
    - curriculum 46
    - description in Manual of Procedure 351
    - email address 284
    - ex-officio members
      - clerk of local Meeting committees 351
    - ex-officio service
      - Sue Thomas Turner Quaker Education Fund 351, 352
    - functional committee 343
    - report to Interim Meeting 45
  - Reparations 5
  - Reparations Interest Group 80
    - report to Annual Session 117, 152
  - Representatives to other organizations
    - description in Manual of Procedure 360
  - Retirement communities
    - Friends
      - contact information inside back cover
  - Richmond Friends Meeting 121, 311
    - apportionment 236
    - community statistics 235
    - contact information 311
    - email address 311
    - officers and clerks 312
    - phone number 311
    - travel directions 311
    - web address 311
    - worship schedule 311
  - Right Sharing of World Resources 110
    - affiliated organization 14
    - affiliation to 136
    - annual report 229
    - contact information inside front cover
    - contributions to 244
    - phone number inside front cover
    - representative 14, 15
    - representatives to 290
-

- web address inside front cover
- Right Sharing of World Resources Working Group 91
  - description in Manual of Procedure 143
  - laid down 14, 134, 136
- Riley, James "Jim". *See* Treasurer of Yearly Meeting
- Roanoke Friends Meeting 97, 121, 312
  - apportionment 237
  - community statistics 235
  - contact information 312
  - officers and clerks 312
  - phone number 312
  - web address 312
  - worship schedule 312
- Rogers, Joseph Evans "Joe"
  - Memorial Minute 123, 166

## S

- Sabwa, Dancan 107
- Sandy Spring Friends Meeting 9, 13, 97, 121, 277, 312
  - apportionment 237
  - community statistics 235
  - contact information 312
  - email address 312
  - officers and clerks 313
  - phone number 312
  - travel directions 312
  - web address 312
  - worship schedule 312
- Sandy Spring Friends School 244
  - annual report 230
  - contact information inside back cover
  - description in Manual of Procedure 360
  - email address inside back cover
  - phone number inside back cover
  - representative 15
  - representatives to 290, 360
  - term of service 360
  - web address inside back cover
- Santa Fe Monthly Meeting 108
- Schobert, Chuck 110
- School for Friends
  - contact information inside back cover
  - phone number inside back cover
  - web address inside back cover
- Search Committee 136, 338
  - annual report 194
  - committee members 47, 79, 284

- 
- description in Manual of Procedure 90, 141, 338
  - email address 284
  - report to Annual Session 117, 338
  - report to Interim Meeting 79, 84, 338
  - term of service 338
- Seitel, Martha Baker "Marcy". *See* Clerk of Interim Meeting
- Selective Service 80
- Seneca Valley Preparative Meeting 359
- Shepherdstown Friends Meeting 121, 278, 313
  - apportionment 237
  - community statistics 235
  - contact information 313
  - email address 313
  - officers and clerks 313
  - phone number 313
  - web address 313
  - worship schedule 313
- Shiloh Quaker Camp 16, 33, 81, 113
  - contact information 392, inside back cover
  - phone number inside back cover
  - travel directions 392
- Shiloh Quaker Camp Caretaker 109, 279
- Sidwell Friends School 13, 46, 80
  - contact information inside back cover
  - phone number inside back cover
  - web address inside back cover
- Smith, S. Jean 110
- Special Groups
  - creation of 354
  - description in Manual of Procedure 354
- Spiritual Formation Program Working Group 349, 355
  - annual report 207
  - email address 287
  - working group members 287
- Spiritual Formation Retreat 3
- Spiritual State of the Meeting reports 348
- Spiritual State of the Yearly Meeting 1, 7, 122, 348
- Staff of Yearly Meeting 279, 339, 466
  - description in Manual of Procedure 91, 340
  - employee manual 139
  - hiring process
    - description in Manual of Procedure 340
  - introductions 109
  - procedure for proposing new staff
    - description in Manual of Procedure 340
- State College Friends Meeting 121, 277, 313
  - apportionment 237
-

- community statistics 235
- contact information 313
- email address 313
- officers and clerks 314
- phone number 313
- travel directions 313
- web address 313
- worship schedule 313
- State College Friends School
  - contact information inside back cover
  - phone number inside back cover
  - web address inside back cover
- Statements of pacifism 350
- Stephens, Caroline 107
- Stewardship and Finance Committee 16, 48, 97, 134, 139, 145, 344, 346
  - administrative committee 343
  - annual report 194
  - committee members 285
  - corresponding members 351
  - description in Manual of Procedure 351, 352
  - email address 285
  - ex-officio members
    - Assistant Treasurer of Yearly Meeting 335, 351
    - Treasurer of Yearly Meeting 335, 351
  - ex-officio service
    - Camp Property Management Committee 352
    - Development Committee 352
  - ex-officio service
    - Camp Property Management Committee 344
    - Development Committee 345
  - report to Annual Session 119, 127
  - report to Interim Meeting 17, 81
- Stillwell, Jacqueline 110
- Stockbridge, Kenneth "Ken". *See* Presiding Clerk of Yearly Meeting
- Stony Run Friends Meeting. *See* Baltimore Monthly Meeting, Stony Run
- Strengthening Transformative Relationships In Diverse Environments Working Group
  - 2, 16, 48, 133, 142, 347, 355
  - annual report 209
  - email address 287
  - ex-officio service
    - Growing Diverse Leadership Committee 346
  - report to Annual Session 113, 150
  - report to Interim Meeting 16, 38, 47, 57, 60, 80
  - STRIDE Coordinator 48
  - under care of Growing Diverse Leadership Committee 5
  - under the care of Growing Diverse Leadership Committee 62
  - working group members 287

- 
- STRIDE. *See* Strengthening Transformative Relationships In Diverse Environments Working Group
- STRIDE Coordinator 48, 58, 96, 109, 113, 114, 119, 134, 137, 279, 466  
job description 48, 62, 137
- Sue Thomas Turner Quaker Education Fund 343  
annual report 196  
committee members 285  
description in Manual of Procedure 352  
email address 285  
ex-officio members  
    Advancement and Outreach Committee 352  
    Religious Education Committee 351, 352  
functional committee 343  
procedure 352  
term of service 352
- Supervisory Committee 56, 81, 91, 112, 118, 137, 141, 144, 145, 337, 338, 340, 345  
annual report 48, 67, 197  
clerk  
    ex-officio service  
        Youth Safety Policy Working Group 336  
committee members 79, 84, 285  
description in Manual of Procedure 80, 91, 141, 339  
email address 285  
executive function  
    description in Manual of Procedure 340  
ex-officio members 334, 339  
    Clerk of Interim Meeting 334  
    Treasurer of Yearly Meeting 335  
office property 339  
relationship to General Secretary 339  
report to Interim Meeting 48, 67, 81  
staff salaries 339  
term of service 339
- Swarthmore Friends Meeting 110
- T**
- Tada, Joni Eareckson 83
- Takoma Park Preparative Meeting 120, 314  
contact information 314  
officers and clerks 314  
phone number 314  
web address 314  
worship schedule 314
- Tandem Friends School  
contact information inside back cover  
phone number inside back cover
-

- web address inside back cover
- Tasker, Helen. *See* Recording Clerk of Yearly Meeting
- Teen Adventure Quaker Camp 113
  - contact information 392, inside back cover
  - phone number inside back cover
  - travel directions 392
- Ten Steps to Nature 47
- Thunberg, Greta 125
- Travel Minute 122, 334
  - Ashley, Christine 122
  - Chiorazzi, Annie 122
  - description in Manual of Procedure 348
  - Eaton, Jade 79, 85, 136
  - Flanagan, Eileen 122, 130
  - Martin, Marcelle 110
  - Reber, Ruth 110
  - Robinson, M. Jolee 46, 54, 136
  - Schobert, Chuck 110
  - Smith, S. Jean 110
  - Stillwell, Jacqueline 110
- Treasurer of Yearly Meeting 79, 84, 91, 118, 141, 338
  - authority to sign forms 336
  - contact information back cover
  - description in Manual of Procedure 335
  - email address back cover
  - ex-officio service
    - Stewardship and Finance Committee 335, 351
    - Supervisory Committee 335
    - Trustees of Baltimore Yearly Meeting 335
  - phone number back cover
  - report to Annual Session 118, 154
  - report to Interim Meeting 16, 40, 49, 75, 81, 99, 101
  - term of service 279, 335
- Trustees of Baltimore Yearly Meeting 111, 139, 145, 344, 346, 352, 355
  - annual report 110, 199
  - clerk
    - authority to sign forms 336
  - ex-officio service
    - Camp Property Management Committee 337
    - Development Committee 337
    - Youth Safety Policy Working Group 336
  - description in Manual of Procedure 335, 336
  - ex-officio members 334
    - Treasurer of Yearly Meeting 335
  - ex-officio service
    - Camp Property Management Committee 344
    - Development Committee 345

---

litigation concerning Friends Community School 47, 55, 81, 96, 98, 111, 135  
members 279  
report to Annual Session 110  
report to Interim Meeting 47, 55, 81, 98  
term of service 336  
working groups 354  
Youth safety  
    budget 245

## U

United Society of Friends Women International 82, 127  
    contact information inside front cover  
    phone number inside front cover  
    web address inside front cover  
Unity with Nature Committee 355, 361, 362  
    annual report 201  
    budget 245  
    committee members 285  
    description in Manual of Procedure 353  
    email address 285  
    functional committee 343  
    report to Annual Session 125  
    report to Interim Meeting 47  
    Ten Steps to Nature 47, 81

## V

Valley Friends Meeting 121, 314  
    apportionment 237  
    community statistics 235  
    contact information 314  
    officers and clerks 314  
    phone number 314  
    travel directions 314  
    web address 314  
    worship schedule 314  
Venable, Ann. *See* Development Director  
Virginia Beach Friends School  
    contact information inside back cover  
    email address inside back cover  
    phone number inside back cover  
    web address inside back cover  
Virginia Council of Churches 244  
Vision Statement 115  
von Breeman, Howard 110

**W**

- Warrington Monthly Meeting 97, 121, 278, 315
  - apportionment 237
  - community statistics 235
  - contact information 315
  - officers and clerks 315
  - travel directions 315
  - web address 315
  - worship schedule 315
- Warrington Quarterly Meeting 97
  - clerk 278
  - dates 278
- Washington, Friends Meeting. *See* Friends Meeting of Washington
- Washington Quaker Workcamps
  - contributions to 244
- West Branch Monthly Meeting 121, 277, 315
  - apportionment 237
  - community statistics 235
  - contact information 315
  - Minute on Preferences 79, 83
  - officers and clerks 315
  - phone number 315
  - travel directions 315
  - web address 315
  - worship schedule 315
- Western Yearly Meeting 111
- Whistle Blower Policy 336, 340
  - description in Manual of Procedure 367
- Whittier Friends Meeting 122
- Wicomico River Friends Meeting 110
- William Penn House
  - annual report 231
  - contact information inside front cover
  - contributions to 244
  - description in Manual of Procedure 363
  - phone number inside front cover
  - representatives to 290, 363
  - term of service 363
  - web address inside front cover
- Williamsburg Friends Meeting 121, 315
  - apportionment 237
  - community statistics 235
  - contact information 315
  - email address 315
  - officers and clerks 316
  - phone number 315
  - travel directions 316

- 
- web address 315
  - worship schedule 315
  - Wilmington College 23
  - Women's Retreat 3
    - 2019 Epistle 10, 131
    - dates 278
  - Women's Retreat Working Group 349, 355
    - annual report 209
    - email address 287
    - working group members 287
  - Working Group for Refugees, Immigrants, and Sanctuary 351
  - Working Group on Civil and Human Rights of Transgender and Non-binary People 142, 346, 351, 355
    - annual report 209
    - description in Manual of Procedure 92, 143
    - email address 287
    - letter on policy on transgender people in military 46, 52, 136
    - report to Interim Meeting 13, 46, 52, 53
    - working group members 287
  - Working Group on Racism 7, 39, 49, 142, 349, 355
    - annual report 209
    - budget 245
    - description in Manual of Procedure 92, 143
    - email address 288
    - ex-officio service
      - Growing Diverse Leadership Committee 346
    - report to Interim Meeting 14
    - working group members 288
  - Working Group on Refugees, Immigrants, and Sanctuary 14, 136, 355
    - annual report 211
    - email address 288
    - minute on immigration 136
    - report to Interim Meeting 46
    - working group members 288
  - Working Group on Right Relationship with Animals 6, 353, 355
    - annual report 212
    - email address 288
    - report to Annual Session 126, 172
    - report to Interim Meeting 82, 102
    - working group members 288
  - Working Groups
    - description in Manual of Procedure 354
  - World Council of Churches
    - contributions to 244
-

**Y**

YAF. *See* Young Adult Friends

Yearly Meeting

Baltimore. *See* Baltimore Yearly Meeting

Yearly Meeting Announcements 278

Yearly Meeting mailing list 345

Yearly Meeting Staff. *See also* individual job titles

proposed changes 67

York Friends Meeting 121, 278, 316

apportionment 237

community statistics 235

contact information 316

email address 316

officers and clerks 316

phone number 316

Spiritual State of the Meeting 1

travel directions 316

web address 316

worship schedule 316

Young Adult Friends 2, 5, 7, 8, 23, 129, 130, 142, 143, 347

2019 Epistle 7, 131

annual report 213

budget 245

description in Manual of Procedure 354

email address 288

executive members 288

ex-officio service

Growing Diverse Leadership Committee 346

special group 354

Wednesday plenary 5

Young Friends 47, 92, 347

2019 Epistle 8, 131

conferences 8, 9, 93, 353

dates 278

handbook 353

Young Friends Executive. *See also* Nuts and Bolts Committee of Young Friends

description in Manual of Procedure 92, 143

Youth Programs Committee 93, 141, 346

annual report 202

clerk

ex-officio service

Youth Safety Policy Working Group 336

committee members 286

description in Manual of Procedure 353

email address 286

ex-officio members

Nuts and Bolts Committee of Young Friends 353

- 
- Youth Programs Manager 353
    - functional committee 343
  - Youth Programs Manager 9, 56, 96, 109, 279, 353, 466
    - annual report 81, 92
    - email address 466
    - ex-officio service
      - Program Committee 351
      - Youth Programs Committee 353
      - Youth Safety Policy Working Group 336
  - Youth Safety Policy 80, 336, 339, 340, 344, 345, 351, 353
    - acknowledgement form 385
    - Authorization form 377
    - description in Manual of Procedure 368
    - important contact information 384
    - pertinent laws regarding child abuse 379
  - Youth Safety Policy Working Group 355
    - annual report 213
    - committee members 336
    - description in Manual of Procedure 336
    - email address 288
    - working group members 288

**Z**

- Zuses, Howard 352
- Zuses, Rosalind 352

# BALTIMORE YEARLY MEETING

## OFFICE STAFF

**17100 QUAKER LANE**  
**SANDY SPRING, MARYLAND 20860-1267**  
**301-774-7663**  
**301-774-7087 (FAX)**  
**[INFO@BYM-RSF.ORG](mailto:INFO@BYM-RSF.ORG)**  
**[WWW.BYM-RSF.ORG](http://WWW.BYM-RSF.ORG)**

The reports of members of the staff of Baltimore Yearly Meeting are included in the minutes of Interim Meeting and Annual Session and can be found in the Index.

General Secretary.....	Edward “Ned” Stowe <a href="mailto:nedstowe@bym-rsf.org">nedstowe@bym-rsf.org</a>
Associate General Secretary .....	Wayne Finegar <a href="mailto:waynefinegar@bym-rsf.org">waynefinegar@bym-rsf.org</a>
Administrative Assistant.....	Laura Butler <a href="mailto:laurabutler@bym-rsf.org">laurabutler@bym-rsf.org</a>
Bookkeeping Assistant.....	Harriet Dugan <a href="mailto:harrietedugan@bym-rsf.org">harrietedugan@bym-rsf.org</a>
Camp Program Manager .....	Jane Megginson <a href="mailto:janemegginson@bym-rsf.org">janemegginson@bym-rsf.org</a>
Camp Property Manager .....	David Hunter <a href="mailto:davidhunter@bym-rsf.org">davidhunter@bym-rsf.org</a>
Comptroller .....	Margo Lehman <a href="mailto:comptroller@bym-rsf.org">comptroller@bym-rsf.org</a>
Development Director.....	Mary Braun <a href="mailto:marybraun@bym-rsf.org">marybraun@bym-rsf.org</a>
STRIDE Coordinator .....	Khalila Lomax <a href="mailto:khalilalomax@bym-rsf.org">khalilalomax@bym-rsf.org</a>
Youth Programs Manager.....	Jocelyn “Jossie” Dowling <a href="mailto:youthprograms@bym-rsf.org">youthprograms@bym-rsf.org</a>

## FRIENDS RETIREMENT COMMUNITIES

**Broadmead**, 13801 York Road, Cockeysville, MD 21030; 410-527-1900; [broadmead.org](http://broadmead.org)

**Foxdale Village**, 500 East Marilyn Avenue, State College, PA 16801; 814-238-3322;

[foxdalevillage.org](http://foxdalevillage.org)

**Friends House**, 17340 Quaker Lane, Sandy Spring, MD 20860; 301-924-5100;

[friendshouse.com](http://friendshouse.com)

**Kendal at Lexington**, 160 Kendal Drive, Lexington, VA 24450; 540-463-1910;

[kalex.kendal.org](http://kalex.kendal.org)

## YEARLY MEETING CAMPS

**Camp Program Manager, Jane Megginson**, 717-481-4870; [janemegginson@bym-rsf.org](mailto:janemegginson@bym-rsf.org)

**Catoctin Quaker Camp**, 12611 Tower Road, Thurmont, MD 21788; 301-271-2184

**Opequon Quaker Camp**, 2710 Brucetown Road, Clear Brook, VA 22624; 540-678-4900

**Shiloh Quaker Camp**, 4774 Middle River Road, Stanardsville, VA 22973; 540-948-5226

**Teen Adventure**, 495 Snakefoot Lane, Lexington, VA 24450; 540-463-7234

## REGIONAL FRIENDS SCHOOLS

**Friends Community School**, 5901 Westchester Park Drive, College Park, MD 20740;

301-441-2100; [friendscommunityschool.org](http://friendscommunityschool.org)

**Friends Meeting School**, 3232 Green Valley Road, Ijamsville, MD 21754;

301-798-0288; [friendsmeetingschool.org](http://friendsmeetingschool.org)

**Friends School of Baltimore**, 5114 North Charles Street, Baltimore, MD 21210;

410-649-3200; [friendsbalt.org](http://friendsbalt.org)

**Menallen Friends Preschool**, PO Box 29, Biglerville, PA 17307;

717-677-6078; [menallenfriends.org/preschool](http://menallenfriends.org/preschool)

**Sandy Spring Friends School**, 16923 Norwood Road, Sandy Spring, MD 20860;

301-774-7455; [ssfs.org](http://ssfs.org); [info@ssfs.org](mailto:info@ssfs.org)

**School for Friends**, 2201 P Street NW, Washington, DC 20037;

202-328-1789; [schoolforfriends.org](http://schoolforfriends.org)

**Sidwell Friends School**, 3825 Wisconsin Avenue NW, Washington, DC 20016;

202-537-8100; [sidwell.edu](http://sidwell.edu)

**State College Friends School**, 1900 University Drive, State College, PA 16801;

814-237-8386; [scfriends.org](http://scfriends.org)

**Tandem Friends School**, 279 Tandem Lane, Charlottesville, VA 22902;

434-296-1303; [tandemfs.org](http://tandemfs.org)

**Virginia Beach Friends School**, 1537 Laskin Road, Virginia Beach, VA 23451;

757-428-7534; [friends-school.org](http://friends-school.org); [vbfsmail@friends-school.org](mailto:vbfsmail@friends-school.org)

## FRIENDS HISTORICAL COLLECTIONS

**Earlham College Friends Collection**, 801 National Road West, Richmond, IN 47374;

765-983-1287; [earlham.edu](http://earlham.edu)

**Friends Historical Collection at Guilford College**, 5800 West Friendly Avenue,

Greensboro, NC 27410; [guilford.edu](http://guilford.edu); [archives@guilford.edu](mailto:archives@guilford.edu)

**Friends Historical Library at Swarthmore College**, 500 College Avenue, Swarthmore,

PA 19081; 610-328-8496; [swarthmore.edu](http://swarthmore.edu)

**Quaker Collection at Haverford College**, 370 Lancaster Avenue, Haverford, PA 19041;

610-896-1161; [haverford.edu](http://haverford.edu)

**BALTIMORE YEARLY MEETING**

17100 Quaker Lane

Sandy Spring, MD 20860-1267

301-774-7663

301-774-7087 (fax)

[info@bym-rsf.org](mailto:info@bym-rsf.org)

[www.bym-rsf.org](http://www.bym-rsf.org)

**KENNETH “KEN” STOCKBRIDGE,**

**CLERK OF YEARLY MEETING**

5772 Sweetwind Place

Columbia, Maryland 21045-2577

410-306-5010

[ymclerk@bym-rsf.org](mailto:ymclerk@bym-rsf.org)

**MARTHA “MARCY” BAKER SEITEL,**

**CLERK OF INTERIM MEETING**

4015 33rd Street

Mount Rainier, Maryland 20712-1906

301-254-2128

[imclerk@bym-rsf.org](mailto:imclerk@bym-rsf.org)

**THOMAS “TOM” HILL,**

**TREASURER**

**(THROUGH 12/31/2019)**

815 Old Turner Mountain Lane

Charlottesville, Virginia 22901

434-295-1795

[treasurer@bym-rsf.org](mailto:treasurer@bym-rsf.org)

**JAMES “JIM” RILEY,**

**TREASURER**

**(FROM 1/1/2020)**

1321 Vanceright Circle

Winchester, Virginia 22601

540-247-2251

[treasurer@bym-rsf.org](mailto:treasurer@bym-rsf.org)