

YEARBOOK

OF

BALTIMORE YEARLY MEETING

OF THE

RELIGIOUS SOCIETY OF FRIENDS

INCLUDING MINUTES OF THE 346TH ANNUAL SESSION

August 1 — August 6, 2017

FRIENDS ORGANIZATIONS

- American Friends Service Committee**, 1501 Cherry Street, Philadelphia, PA 19102; 215-241-7000; afsc.org
- AFSC-South Region**, 75 Marietta Street, Atlanta, GA 30303; 404-586-0460; afsc.org/office/atlanta-ga
- AFSC-Washington Office**, 1822 R Street NW, Washington, DC 20009; 202-483-3341; afsc.org/office/washington-dc
- Center on Conscience and War**, 1830 Connecticut Avenue NW, Washington, DC 20009-5706; 202-483-2220; centeronconscience.org; ccw@centeronconscience.org
- Earlham School of Religion**, 228 College Avenue, Richmond, IN 47374; 800-432-1377; csr.earlham.edu
- Friends Committee on National Legislation**, 245 Second Street NE, Washington, DC 20002; 202-547-6000; fcnل.org
- Friends General Conference**, 1216 Arch Street, 2B, Philadelphia, PA 19107; 215-561-1700; fgcquaker.org
- Friends Journal**, 1216 Arch Street, 2A, Philadelphia, PA 19107; 215-563-8629; friendsjournal.org
- Friends Non-Profit Housing**, Friendly Gardens Office, 2401-23 Lyttonsville Road, Silver Spring, MD 20910; 301-589-4916
- Friends Peace Teams**, 1001 Park Avenue, St. Louis, MO 63104; 314-588-1122; friendspeaceteams.org; fpt@quaker.org
- Friends United Meeting**, 101 Quaker Hill Drive, Richmond, IN 47374; 765-962-7573; 800-537-8839; fum.org; info@fum.org
- Friends Wilderness Center**, 305 Friends Way, Harpers Ferry, WV 25425; 304-728-4820; friendswilderness.org
- Friends World Committee for Consultation - Section of the Americas**, 1506 Race Street, Philadelphia, PA 19102; 215-241-7250; fwccamericas.org; americas@fwccamericas.org
- National Campaign for a Peace Tax Fund**, 2121 Decatur Place NW, Washington, DC 20008; 202-483-3751; peacetaxfund.org; jack@peacetaxfund.org
- Pendle Hill**, 338 Plush Mill Road, Wallingford, PA 19086; 800-742-3150; pendlehill.org; info@pendlehill.org
- Prisoner Visitation and Support**, 1501 Cherry Street, Philadelphia, PA 19102; 215-241-7117; prisonervisitation.org; pvs@prisonervisitation.org
- Quaker Earthcare Witness**, PO Box 6787, Albany, CA 94706; 510-542-9606; quakerearthcare.org; info@quakerearthcare.org
- Quaker House**, 223 Hillside Avenue, Fayetteville, NC 28301; 910-323-3912; quakerhouse.org
- Right Sharing of World Resources**, 101 Quaker Hill Drive, Richmond, IN 47374; 765-966-0314; rswr.org
- United Society of Friends Women International**, 1214 S Second Street, Oskaloosa, IA 52577; 641-673-7212; usfwi.org
- William Penn House**, 515 East Capitol Street SE, Washington, DC 20003; 202-543-5560; williampennhouse.org

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Annual Session Wednesday Plenary photo by Jennifer Domenick

THE SPIRITUAL STATE OF THE YEARLY MEETING

REPORTED TO ANNUAL SESSION

AT FREDERICK, MARYLAND

8TH MONTH, 2017

Gardeners of Grace

We are all stewards of this garden of grace. In order to care for ourselves and the community, each of us at various times have shouldered a spade, a rake, a hoe, a watering can or any tool necessary to keep us thriving. The evergreens of winter, the carpet of early spring flowers, the showy blooms of summer and the wispy asters and changing leaves of autumn, reminded us of the diversity and beauty amongst us and all of God's creation. They continue to remind us too of the cycle of life in ourselves and our meeting as we grow in love and gratitude for each other and our beloved community.

York Friends Meeting, Spiritual State of the Meeting, 2016

In the first half of this year Friends throughout Baltimore Yearly Meeting (BYM) considered the spiritual state of their Meetings. Among their rich messages, this metaphor of gardening rose up as a framework for understanding the spiritual state of our Meetings, and of BYM as a whole.

BYM Friends recognize the responsibility and privilege each holds to care for their plot in the garden of grace. Our Meetings report that it is in tending to the spiritual community through worship that they come together nurturing our Quaker faith and practice. Regardless of the size of the gathering, Friends report a powerful sense of community and the intimacy of a gathered Meeting. One Meeting expressed that the “greatest joy is the deepness of the worship, so deep at times that it would need to be cut with a knife to disturb it.” Another adds: “The depth of our quiet worship may be hard for some to measure, and yet, the clear message that sitting in silence is the opposite of being busy, directs us to become attentive to the Spirit. Worship is simplicity itself.” Our worship together is transformative. Another offered the words of Rufus Jones: “Friends come back from their worship with a new sense of ordination, but not the ordination of human hands. Something has happened in the stillness that makes the heart more tender, more sensitive, more shocked by evil, more dedicated to ideals of life, and more eager to push back the skirts of darkness and to widen the area of light and love.”

Across Baltimore Yearly Meeting we tend our plots and our shared Yearly Meeting garden of grace, shouldering a variety of tools for both in-reach and outreach. A Worship Group reflected on a number of tools members have used to tend their plot: “shared rides to Meeting, shared meals, shared joys, shared concerns, shared support at times when needed, patience and an openness to the Spirit and each other.” Meetings rejoice in welcoming new attenders, yet, as we are reminded by one, “those new to Quakerism are especially baffled by our practices.” One Meeting has chosen to reach out to newcomers with these words at the beginning of worship: “The Quaker experience is that each of us has a measure of that

radically loving spirit which guides us to live justly and peaceably. In worship, we enter into silence in order to feel that spirit of love within and among us, to give ourselves over to it, and to discern what it would have us do. Sometimes during worship, that spirit will lead one or more of us to offer vocal ministry.”

Our physical plots in the garden of grace gently tug at us for our attention when they are at risk. One Meeting recognized that the challenge of an extended construction project risked fragmentation of its community. This historic Meeting house “is an outward symbol of the inward core of our Meeting... Though we restlessly await the return to our home campus, this restlessness may only be a metaphor for the yearning we feel to spiritually reconnect with one another and reunite our beloved community.” The spiritual plot tended by another was put at risk through the sale of the land occupied by its Meeting house. After reflecting on “who we are and what is important to us,” the Meeting accepted an invitation to relocate to the campus of a Friends school. Another decided to lease space from a different faith group, which will allow it to “energize social action while maintaining Quaker identity.”

The planting, growing, and tending needed to broaden the beloved community is no small task. Many Meetings expressed a desire to diversify their membership and participation, yet are unsure how to do so. The diversity they seek is certainly racial and ethnic, and it includes gender identity, sexual orientation, and age as well. Meetings are reaching out across generations. Some yearn to become a spiritual home to young families; one recently expanded their Spiritual Formation program to a nearby retirement community, another has initiated a Spiritual Buddies program, pairing each Young Friend with an adult Friend. While some Meetings reported growth in attendance and participation, others have suffered losses and are facing difficult decisions about the future.

Many Meetings experience a tension as they do the hard work of establishing a beloved community. “Is it not the case,” one asks, “that we will experience diversity of thought and actions in our Meeting—sometimes those that may be even anathema to Spirit?” Becoming more open to the Spirit and each other often means learning to become better listeners, even when we might struggle to hear that which we find frightening or painful. Another Meeting observed an important difference in their 2016 report from their 2015 report, “In last year’s...we noted an image of a fraying cloth. This year it feels like the cloth is not fraying, but is being pulled in multiple directions. It is knit together, but with tension.”

The wider community of Baltimore Yearly Meeting enriches our local Meetings. Our camping program continues to be an incubator for Quaker faith and practice for our children and youth. The Camp Program Manager reminds us, “It will take all of us to fulfill the promise...” that the camping program holds for the future. Junior Young Friends and Young Friends nurture the faith and action of our younger members, who weave this commitment into their local Meetings. Young Adult Friends find time in their busy lives for gatherings that offer “support and encouragement for one another along our separate yet connected journeys.” Through the Intervisitation Working Group we offer the ministry of presence to other Quaker groups as a “spirit-led gift of being present among Friends, to listen and share in worship without judgment” even as visitors to BYM bestow that gift on us. The Spiritual Formation Program and the Women’s Retreat deepen our lives individually

and we bring this richness into our local Meetings. As the Working Group on Racism has been a resource for revisioning within Baltimore Yearly Meeting, this work has cultivated the consciences and weeded the souls of many individuals and Meetings over the past year.

Any garden, even our garden of grace, must meet the changing seasons with resilience. Since the November 2016 election, many of our Meetings have been stunned by the changed political reality and have struggled to know how to respond. One Meeting seemed to speak the corporate mind of many Meetings when it reported, “On the global and national front we seem faced with potentially the greatest challenges to peace, justice and equity in our lifetimes.” The resilience of Friends is finding a way forward. Meetings have offered refuge to the community. At one local Meeting a diverse group of community members, including those from a local Islamic center, joined special called Meetings for Worship on the eve of both the election and the inauguration. Another “opened the Meeting room for silent worship on several days” following the election. More recently Friends at several Meetings have hosted public workshops on non-violent responses to harassment. “Many people who attended this workshop commented on the light and peaceful feeling of our Meeting House.” As we move forward, BYM Friends initiate and continue work on concerns for criminal justice reform, the environment, refugees and immigrants, and racial justice, among other issues.

The seasons that encircle our garden of grace, even when they are harsh, serve yet another purpose. Our Meetings sustain us. “We... feel strongly that our silent worship is a vital respite from the cacophony of voices and onslaught of images that bombard us as we live our daily lives.” But we face a gulf between our aspirations and the reality that fuels our growth as individuals and as Meetings. An observation by a Friend captured the tension, and the opportunity, with these words: “I observe at times in myself, and possibly the Meeting, the risk of becoming comfortable... So I find an ironic appreciation for the election year and election results for the dose of spiritual adrenaline.” With the support of our beloved communities, we find growth in the tension of straining to hear one another more clearly. Friends ask, “What do we do to cultivate listening? How can we practice nurturing friendship and tolerance even when we disagree? ... How do we move forward and find middle ground?”

As we aspire to live our faith in challenging reality, the spiritual state of most Monthly Meetings within Baltimore Yearly Meeting is one of growth. We grow as beloved communities in the garden of grace regardless of the season. While many Meetings spoke eloquently of this growth in their reports, we choose to close with quotations from just three, which we believe are representative of the whole.

“The power of the silence grows as people speak; it lets others see another aspect of the speaker. Some messages allow us to find God in places we may not have thought of or experienced.”

“While we face both joys and challenges, we are grounded and inspired by joy: joy in our shared spiritual journey and our caring community. When our faith community feels very much like family, how can we not feel great joy?”

And, finally, from a Monthly Meeting that claims an average of eight attendees: “The group is closely knit and bonded by shared spiritual, political, and personal values (seasoned with humor).”

This report was written after prayerful reading of the 2016 Spiritual State of the Meeting Reports submitted by Monthly Meetings and Worship Groups, the minutes of Interim Meetings and 2016 Annual Session, and the Epistles arising from the 2016 Annual Session. The Ministry and Pastoral Care Committee did not attempt to include quotes from all constituent groups within the Yearly Meeting, however, the voices quoted herein reflect themes that were heard across Baltimore Yearly Meeting.

THE EPISTLES

REPORTED TO ANNUAL SESSION AT FREDERICK, MD

8TH MONTH 6TH DAY, 2017

To Friends Everywhere,

The theme of this 346th Annual Session was “Growing Towards Justice - Acting on Faith.” Growth, Justice, Action and Faith were each featured as we met. In particular, we noted our growth and growing pains as we sought racial and ethnic diversity, inclusivity, and leadership. Young Adult Friends were a constant presence in business meetings in light of their many committee positions. Young Friends and YAFs were Reading Clerks at every business session. Junior Yearly Meeting had the theme of “Courage to be Fair.” This year’s Annual Session was free of charge for children 8th grade and under, a new practice to allow more families to attend.

Our Spiritual State of the Meeting Report began with a section written by York Friends Meeting, emphasizing diversity and caring for one another:

We are all stewards of this garden of grace. In order to care for ourselves and the community, each of us at various times has shouldered a spade, a rake, a hoe, a watering can, or any tool necessary to keep us thriving. The evergreens of winter, the carpet of early spring flowers, the showy blooms of summer and the wispy asters and changing leaves of autumn, reminded us of the diversity and beauty amongst us and all of God’s creation.

Our Growing Diverse Leadership Initiative has moved us to consider who attends in our local meetings and the ways they are engaged. We have attracted to our camps more ethnic minorities, as both campers and counselors, by providing opportunities and the support needed to make their participation positive and satisfying. Many of them have begun to be represented in local and yearly meeting activities. For example, a group of campers hiked 14 miles and camped in the nearby yards of local Friends to attend yearly meeting sessions such as our intergenerational plenary on *Nonviolence and Social Action for All Ages*. Their leadership in that plenary enabled a dynamic, cross-age discussion defining what justice and nonviolence mean and the ways Quakers deal with injustice. They were instrumental in our creation of spiritually based — and highly creative and artistic — posters with messages to promote peace and justice. The energy and delight in the whole group was palpable!

As part of the Growing Diverse Leadership Initiative report, Lauren Brownlee, Dyresha Harris, and Marcy Baker Seitel described “sharing a vision and acting together on the path to the beloved community.” As we strive to become an anti-racist community, we must be willing to lean into our discomfort, which is where our learning zone is. As Friends considered approving this Epistle, we had a concern about the use of the term “anti-racist,” which was heard as negative; Friends were in agreement that the strongest possible language should be used, but not in agreement of what that language was. We heard a sense that the term “anti-racist” is appropriate; we heard that simply ‘addressing’ racism is too weak,

while ‘seeking to end racism’ is too optimistic. We heard the sense that our response to racism might be to challenge it, to confront it, to correct it and to heal the disease of racism.

The overall intent of these Growing Diverse Leadership efforts is to increase and enhance diversity and inclusion is “Strengthening Transformative Relationships in Diverse Environments” (STRIDE). Lauren spoke of noticing “a desire for deepening this work among local meetings.” We are working on taking away the barriers to participation of Friends of Color and of Young Adult Friends. We envision a Quaker community that is multicultural, multiracial, equitable, and inclusive.

We also focused on racial and ethnic diversity and inclusion through a panel on *Ending the School to Prison Pipeline*. Panelists were experts in juvenile law, conflict resolution, re-entry, public defense, and restorative justice. Friends acknowledged both the need for courage to take a stand (and to know where and how to take a stand) and the need for sustaining the spiritual basis for why we do this. Not all our outreach and inclusion efforts end happily. We heard the final Spiritual State of the Meeting report from South Mountain Friends Fellowship where Patapsco Friends have supported a very powerful prison ministry. Due to prison downsizing in Hagerstown, it has been laid down. Friends hold in the Light all those affected by this change.

And there is evidence of work still needed:

The report from our representative to Friends United Meeting noted that changes in FUM’s acceptance of gay and lesbian people - which may seem slow - might be compared with the many years BYM has been spending on the revision of our Faith and Practice and on efforts to increase the diversity of participation and membership in Baltimore Yearly Meeting. Friends in both arenas asked, “Can we give each other more time?”

On Saturday, the body approved a Minute urging our government to refrain from consideration of the use of force in regard to North Korea, an urgent and timely response to saber-rattling during this very week.

Friday evening’s Carey Lecture on *Race, Poverty and Privilege: Working for Justice in Divisive Times* was given by Shan Cretin, General Secretary, American Friends Service Committee. She traced some aspects of American history relating to racism and poverty and also her personal journey in becoming aware of racism and her own privilege. It’s hard to admit, she noted, but I am here on the backs of people who have been exploited. “What can we do now,” she asked, “to repair the damage done to those seen as ‘other’?” Shan had worked in minority communities until a Black Panther told her that if she wanted to make a difference, she needed to work in her community. “We black folks can take care of ourselves. Your white community needs to change.” The concept of *shared security*, embraced by both AFSC and the Friends Committee on National Legislation, provides a framework that leads to healthy, just relationships--at all levels. It means, “If we really feel secure, we don’t have to dominate.”

In this time of upheaval and distress in our country and the world, Friends found comfort

and, indeed, joy in coming together to work on topics and issues of mutual concern with an ever-present spiritual underpinning. References to the distressing politics and political, economic and social divisions in the world were common during our week. Even so, Friends focused with energy on a great range of topics and experienced a sense of growth and learning, deepened understanding and access to the Light.

EPISTLE OF YOUNG ADULT FRIENDS

ACCEPTED 8TH MONTH 6TH DAY, 2017

Disclaimer

It is not in the practice of Friends to send an Epistle out to the world with disclaimers, chapters or appendices. However, there are times when such add-ons become necessary. In this case, necessity stems from the 346th Annual Session of the Baltimore Yearly Meeting of the Religious Society of Friends (BYM), where Friends failed to unite behind the phrasing, “as we strive to become an anti-racist community,” within BYM’s General Epistle.

For those unaware, Young Adult Friends (YAF) is a youth group within BYM that serves its community members aged 18 – 35. This year our personal Epistle was written by the YAF community as a whole rather than a separate committee and we were quite proud of the work put in crafting a summation of our community. That Saturday night, when we approved this Epistle, the most traumatic occurrence of Annual Session was a failed workshop idea resulting in sixty individually wrapped eggs sitting in our fridge. By Sunday night, while our Epistle was undoubtedly still egg-cellent, it was clear it was meant to serve as a vessel for a greater message.

Chapter One of this document is our epistle as approved by the YAF community and read to the Greater BYM community during Annual Session. Although it may seem frivolous in light of what follows, it stands as a record of a community built on unconditional caring, love and trust, who celebrate each other’s gifts, and who support each other fiercely. It is this community that gives our members strength to speak out. Which leads to Chapter Two, a letter written after much reflection, worship and care summarizing one Young Adult Friend’s personal view of Sunday’s Business Meeting.

Appendix One is a transcript of the message said Friend, Becca Bacon, originally gave to BYM that Sunday with closing comments by Jennifer Vekert, another Young Adult Friend. Becca is the current Co-Communication Coordinator for YAF while Jennifer is its Co-Clerk. These titles are not included as aggrandizements, but rather to illustrate that both are deeply committed to the Society of Friends. Appendix Two is the write up for this year’s Annual Session theme, Appendix Three is the General Epistle as originally presented with the relevant paragraph highlighted and underlined, and Appendix Four is the paragraph as it was revised. We present these as historical documents of what took place.

At this time, Young Adult Friends would like to express thanks to the following Older Adult Friends for their roles throughout this incident. Ken Stockbridge, BYM Clerk, and a Quaker Process Geek who was able to make the best of a dumpster fire of a Business Meeting. Pierce Hammond, member of the BYM Epistle Committee who spoke calmly

and forcefully in favor of the term “anti-racist.” Ned Stowe, who unobtrusively ensured sobbing YAFs were given needed privacy. Jeannette Smith, who provided indispensable refuge and pampering to a distraught YAF for 24 hours straight while they worked through some weighty matters. We are grateful to them and call on other Friends to look to them for examples of how to be a good ally.

Young Adult Friends also take great pride in the excellent comportment and strength of message from the Young Friends Community and appreciate their support on this issue. We urge them to keep up the good work and want them to know we are here for them as well.

Lastly, Young Adult Friends would like to state that, while we are far from perfect, we resolutely declare ourselves to be anti-racist community. It is to our great sadness, confusion and rage, that we cannot unequivocally say the same of Baltimore Yearly Meeting at this time.

Chapter One:
The 2017 Young Adult Friends Epistle

In the Beginning, there was Maggie.

Then the rest of us showed up.

Two Thousand Seventeen was a year of egg-clectic growth for Young Adult Friends. This Year YAFs: Graduated with degrees in psychology, computer science, and textiles; received a certification in massage therapy, got swole, started a business and a novel, began the process of becoming a sign language interpreter, became clerk of a Monthly Meeting, focused on personal health, joined the circus, rafted on an air mattress, became a horrifying mirror of my mother’s life, and got better at knitting.

Young Adult Friends gathered in January of this year for an intimate winter conference, with games and food aplenty. Fibbage and one night ultimate werewolf encouraged hilarity and close community. Although our Friends came and went, Adelphi Monthly Meeting provided a nesting space where we could safely roost for the winter... conference, which facilitated close companionship.

In May Young Adult Friends gathered at Langley Hill for an active adventurous weekend. Friends attended the Pride march which included a brief stop at no justice no pride, a fancy dinner, sign making, and a test run of the Growing Diverse Leadership YAF survey. We talked about how to utilize our budget effectively, whether or not we should meet more than 3 times per year (eg. single-day workshops), and hatched a plan to keep better connected.

Annual Session included many egg-citing activities. It is no egg-ageration that YAF found themselves unable to conduct a Moment of Silence without cracking up. We whisked fire and rain to settle into Meeting for Business. We were unable to egg-nore the importance of the Plenary speaker’s hard-boiled reporting on racial justice issues. We a-poached the rising seniors to take them out for ice cream and introduce them to the sunny side of YAF.

We started cracking on creating handbooks and guidelines to pass our wisdom on in a less scrambled way. YAF exists to provide support and community to Quakers in a turbulent time in our lives. We are far away from each other, and swamped with responsibilities, and maintaining community is difficult and scary and hard. We share concerns about being represented, while at the same time sharing concerns that we are asked to serve in roles simply because we check a box.

In the end, there was Maggie and 60 eggs.

Chapter Two:

More: A Letter to the YAF Community by Becca Bacon

Dear Friends,

Some of you may have heard or seen mention that something occurred at BYM's closing Business Meeting but are without the full picture, while others may have no prior knowledge of the event at all. For that reason, I am writing this letter so folks may have the chance to be properly filled in as things go public both in the BYM Yearly minutes and as an addendum to the YAF epistle. We as a community are spread far and wide but we are a community nonetheless. When something this monumental occurs, we must look to one another for support and understanding.

As many of you know, BYM recently gathered for their 346th Annual Session at Hood College in Frederick, Maryland. This year, the theme was "Growing Toward Justice – Acting on Faith." Keynotes for the week consisted of a panel discussion on "Ending the School to Prison Pipeline," a plenary on "Nonviolence and Social Action for All Ages," and a lecture titled "Race, Poverty and Privilege: Working for Justice in Divisive Times." Daily workshops and reports were also given around these themes, though there was opportunity lost in bringing focus to subjects such as substance abuse or the ever-important topic of mental health and the stigmas around it, with priority going to the other issues listed in this year's theme instead. I mention this not only as contextual background to the events that followed, but so that y'all can understand just how much time and attention was given solely to the discussion of racial dynamics in the United States throughout the week.

That Sunday's Business Meeting, debate cropped up due to personal semantic opinions regarding the Epistle. In particular, one Friend stalled on the phrasing, "As we strive to become an anti-racist community," asking that he be recorded as standing aside. As expected, this quickly became the hotbed issue, with opinions coming from all sides. Friends argued for a move away from this "negative phrasing" for more "positive" ones, such as "multicultural," "multiracial" and "inclusive." Suggestions were made to rather state we are a community who "challenges," "confronts" or "strives to heal the disease" racism. Debate and divisiveness were so great, Epistle Committee was asked to take some time to rewrite the offending section while the rest of the community waited in reflective worship for these compromising changes.

It is important to note that, at this point, the issue had dragged on for approximately an hour, with an Epistle Committee member—a Young Adult Friend—in tears. It's a reality difficult for me to write, knowing our Greater Community was so self-involved in the issue

that no visible thought was given to a Friend in obvious distress over the subject matter, instead choosing to leave her in public throughout the argument's duration instead.

Folks should know that while the above paragraph was by no means easy to write, following it up has been infinitely harder. For a week, I have struggled to figure out the best way to share my involvement going forward in this story. This is not an experience I relish having to relive, even just in writing, nor is it one I particularly want to publicly share far and wide. It is personal, and painful and mine.

And it's for that very reason I must. At that moment in time, in an auditorium full of people, my voice alone was the one The Spirit called upon to deliver some much-needed perspective on the subject. Perspective that only I and three other people in that room could even begin to give.

I wasn't ready at first. My usual default for these instances is to react sardonically, using a worn-down sense of humor to try and hide the twitch I develop every time the community turns its focus toward subjects such as equality, diversity, social justice, racial privilege and the like. When the argument persisted, I remained silent still, the twitch now as uncontrollable as the knot of emotions being tugged to the forefront inside of me. Years of pent up frustration, pushed aside pain, held back words and tired resignation eventually came spilling out in the form of tears until I could stand to be in the room no longer.

I took up refuge under the door frame of the auditorium's main entrance at first; there I was close enough to hear the discussion but far enough away I couldn't see the faces of those speaking any more. I was found by another YAF who never left my side from that moment on, comforting me in my grief and shielding me from any stares I might have attracted. Without him there, I am unsure whether The Spirit would have had chance to reach me, so unsettled my heart was on its own. For that reason, I will never be able to thank him enough for holding me both in his arms and in his Light throughout the ordeal, giving me the strength and headspace to do what I needed to do, or for the protective, steady presence he provided in the aftermath as well.

When the room settled in worshipful wait, so did we, moving to sit against the back wall of the auditorium. It was there, when the outside world ceased to bluster, that I could finally hear within. Quiet at first, then louder and louder, fragments of sentences kept making their way into my thoughts until there were so many I had to write the words down just to keep them straight. Overcome by an urgency I couldn't explain when the revised Epistle was read, I was suddenly worried that the argument would wrap up before I was able to finish piecing together my statement. As a birthright Quaker, I realize now I should have known, unfortunately, there was no fear of a quick resolution by this community. By the time I was as ready as I was ever going to get, multiple Friends had since gone on recorded stating their displeasure with the rewrite. Several were now standing aside in light of the revised epistle. One of these older Friends went so far as to ask that he be removed from Epistle Committee altogether if the words "anti-racist" were removed.

Since then, I have recounted the event to a select few, each time likening the incident to a

powder keg just waiting to explode. All it needed was a spark. All it needed, apparently, was me.

My words can be found attached though Friends will have to trust me when I say the current of emotions running through that room the day it was first read (with shaking hands and faltered speech) were what gave them true impact.

The explosions they created were swift to follow. I had barely retreated back to my place of refuge when the YAF on Epistle spoke. Those of you who have spent even a modicum of time with her know that she holds back no punches, so it should come as no surprise just how raw and passionate the words of one Jenny Vekert were. In a message only lacking in a mic drop at the end of it, she informed the meeting that, along with other things, she had never been more ashamed of the Greater BYM community in her life and promptly walked off stage.

The body was just beginning to sort through this one-two punch when the Young Friends community delivered a final blow. While most of the YFs in attendance had already departed as one from Business Meeting, needing time to prepare for their own closing worship, their two Reading Clerks for the day remained. Removing themselves from the Clerk's Table, they joined the rest of the body to deliver their eldering. They chastised the Greater BYM community, denouncing them as a positive role model for Quaker process and practice in light of continuing negative patterns over the years regarding how it as a body conducts itself. Stating their support for YAF, they too revealed their disappointment in the community on this day. Over the past week, they have continued to lend voice to the issue, sharing their thoughts through social media.

The rest of Business Meeting—as is most of the two hours spent on the topic—is still a blur for me. I admit to not remembering the resolution reached, or whether there was any at all. In giving my message, I had stood up in front of my community and accused it of racism, no matter how casual or accidental, citing my own experiences as an example. And in doing so, I had shattered not only the feeling of unconditional love and safety I had always claimed to have within the Greater BYM Community, but I had shattered myself as well.

There are many things I could say about how I felt that day, and the next, and the next. I could admit that I have yet to go one day since without bawling my eyes out or wishing The Spirit could find someone else on whom to call. That I feel so broken inside I don't even know where to start in picking up all of the pieces or whether they'll ever fit back together properly again. That I don't recognize the visibly haunted girl I and others see right now or know the woman she might become throughout all of this.

Instead, I will focus on what's most important – what to do going forward. And what exactly is that, you might ask? My answer is the one word The Spirit has been burning into my head for the last seven days: more.

Do more, say more, divulge more, push for more, teach more, change more, give more, expect more, reach out to more, more, more, more, more.

If some of y'all are already sick of my usage of that word, just imagine how I must feel by now. Unfortunately for me, since last Sunday, there have been no other words quite as able to temporarily lessen the turmoil I currently feel inside either.

So, more it is. I have yet to figure out what exactly that all entails, but this letter—divulge more, reach out to more—seems like a good place to start. If I keep moving forward in the way I think The Spirit is calling for me to do, I'm gonna need some backup. I'm gonna need folk to hold me and all of my many pieces together as I purposefully decimate them further. To help reach into the mindsets of many for the possible payout of maybe only changing the views of few. To metaphorically roll up their sleeves and prepare to get elbow deep messy in an issue far greater than any one of us alone. To act upon more as we are each led.

Because the truth of the matter is, I may be the spark, but we are the flame.

Author's Note: It has been confirmed by Ken Stockbridge that the General Epistle with its revised paragraph was approved at Annual Session. For more, his summarization of the issue and Annual Session can be found in his BYM Fall 2017 Interchange article "Listening, Ready to Be Changed."

Appendix One
Transcript from Sunday Business Meeting

Becca Bacon:

I love this community. Which is why it is all the more painful to have been hurt by it, not only today, but in the past as well. For a community that often totes the importance of change, diversity and inclusion, argument drags on over the semantics of a word when we still have so far to come regarding the greater challenge of practicing what we preach.

Just this week, I had the privilege of being greeted by a Friend in passing with the phrase "hola," the only word spoken by them in our exchange. Innocuous enough, but just damaging enough all the same, especially when added up time and time again over the years.

More disheartening was my experience during a speaker event on racial privilege several years ago when one of the leaders of the discussion approached me during the small group discussion time to make sure "I was understanding the English okay." She had confused me for a visiting Friend, whose only similarity to me was a matching skin tone.

It is easy to laugh or brush these interactions off in the moment, but they add up and, over time, they fester. The issue at hand is difficult. Messy. It is more than talk, and to quibble so fiercely over how to define this phenomenon shows just how much work we still have to do within first.

I beseech Friends not to lose sight of the bigger picture for the sake of pushing personal opinions on a topic many will never fully be able to understand.

Rather, I ask that they recognize there are many ways to approach and define the matter and strive to find the middle ground in between this argument instead, so as not to lose the raw state of our community that is hidden there.

Jennifer Vekert:

Young Adult Friends would like to append Rebecca Bacon's comments to our Epistle.

We had no problem being "anti-slavery" but there are more people enslaved now than there were in 1860.

We had no problem being "anti-war" but not when it is within our own communities.

I have never been so ashamed of this community.

Appendix Two
Original 2017 Greater BYM Epistle

To Friends Everywhere,

The theme of this 346th Annual Session was "Growing Towards Justice - Acting on Faith." Growth, Justice, Action and Faith were each featured as we met. In particular we noted our growth and growing pains as we sought racial and ethnic diversity, inclusivity, and leadership.

Our Spiritual State of the Meeting Report began with a section written by York Friends Meeting, emphasizing diversity and caring for one another:

We are all stewards of this garden of grace. In order to care for ourselves and the community, each of us at various times has shouldered a spade, a rake, a hoe, a watering can, or any tool necessary to keep us thriving. The evergreens of winter, the carpet of early spring flowers, the showy blooms of summer and the wispy asters and changing leaves of autumn, reminded us of the diversity and beauty amongst us and all of God's creation.

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In this time of tremendous upheaval and distress in our country and the world, Friends found comfort and, indeed, joy in coming together to work on topics and issues of mutual concern with an ever-present spiritual underpinning. References to the distressing politics and political, economic and social divisions in the world were common during our week. Even so, Friends focused with energy on a great range of topics and experienced a sense of growth and learning, deepened understanding and access to the Light.

Appendix Three

2017 Greater BYM Epistle: Revised Paragraph

As part of the Growing Diverse Leadership Initiative report, Lauren Brownlee, Dyresha Harris, and Marcy Baker Seitel described "sharing a vision and acting together on the path to the beloved community." As we strive to become an anti-racist community, we must be willing to lean into our discomfort, which is where our learning zone is. As Friends considered approving this Epistle, we had a concern about the use of the term "anti-racist," which was heard as negative; Friends were in agreement that the strongest possible language should be used, but not in agreement of what that language was. We heard a sense that the term "anti-racist" is appropriate; we heard that simply 'addressing' racism is too weak, while 'seeking to end racism' is too optimistic. We heard the sense that our response to racism might be challenging it, confronting it, correcting it and to heal the disease of racism. We envision a Quaker community that is multicultural, multiracial, equitable, and inclusive.

EPISTLE OF YOUNG FRIENDS

ACCEPTED 8TH MONTH 6TH DAY, 2017

At our first conference of the year, where we welcomed new friends, Charlottesville Friends Meeting hosted us. For a workshop, a Friend lead us in improvisation activities. Then, we went to a local playground and played games with our community. We split into small groups and held a Meeting for Worship with a Concern for Substance Abuse, talking about how alcohol affects the integrity of our community. Later we introduced our new members to the tradition of Coffeehouse, an open mic where people can show off talents. After that we had a dance party and went to bed. On Sunday, we gathered for worship with Charlottesville Friends Meeting.

When Friends gathered again at Friends Meeting of Washington, American Indians protesting the Dakota Access Pipeline bill led an activity about how to protest and the different roles involved. We then went to a park and participated in Twinlympics, a partner-based competition game. After that, Young Friends had a short and refreshing dance party. In the morning, we worshiped with Friends Meeting of Washington.

Friends gathered for our third conference of the year at Sandy Springs Friends School. There we had a workshop on gender and sexuality, which ended with a fishbowl activity, a question-answer group-based discussion. Our Nominating Committee met for the first time to discuss nominations for the next year's Nuts and Bolts Committee. On Saturday night, we had a movie viewing of *Pirates of the Caribbean*, and our annual Love Feast. We then joined Sandy Spring Friends Meeting for worship.

At our fourth conference of the year, which was hosted by Homewood Meeting House, we had a workshop on canvassing with Jamie DeMarco and Nicki Richards, who are representatives from Maryland's Clean Energy Jobs Initiative. During the workshop, Friends also had the option to write letters to our members of Congress. We then practiced protesting on the front steps of Homewood and were led in song by a passerby dressed in full cosplay. Later, we had a mini Coffeehouse. We then ended our conference with Meeting for Worship with Homewood.

At our last conference of the year, we met at Adelphi Friends Meeting. We had two workshops; one about the moral spectrum, and a second one coming at the end of the conference, which was about standing up straight and saying "no." We then approved the nominations for Nuts and Bolts Committee. We shared joy on Saturday by dressing up, with some YFs trading identities for the day. We then had grad circles for seniors and we ended the night with a dance party. For our last activity of the year, we met with Adelphi Friends Meeting for worship. As seniors left, they took with them their senior books, filled with positive messages and memories for the seniors from the wider community.

The sense of Young Friends was that we struggled with connectedness. This was primarily due to problems—old and new—as well as ongoing business throughout the year. Our community has made several decisions on positive ways to move forward and improve the state of Young Friends.

At Annual Session, we introduced a new group of rising freshmen into the Young Friends community. Throughout the week we played many games, including capture the flag with Junior Yearly Meeting and Junior Young Friends. We introduced committees, and formed two ad hoc committees. We then held two workshops, one on protesting and how to express information to your representatives in government, and a second on nonviolence and the Bystander Effect. Throughout the week, Young Friends connected with the wider community with Produce Department, a Plenary Session, the Carey Lecture, and the All-Age Celebration. We also held two “date” meals where people could connect on a one-on-one level with another Friend. Young Friends had a spa day on Saturday with the Young Adult Friends. We also held a Coffeehouse for the entire community, where Friends showed off talent. We had a dance party on the last night.

Young Friends would like to thank all the Friends and Meetings who have supported and hosted us throughout the year.

Love and Light,
Young Friends

EPISTLE OF JUNIOR YOUNG FRIENDS

ACCEPTED 8TH MONTH 6TH DAY, 2017

To Friends Everywhere -

The Junior Young Friends (JYF) week started out strangely. It was mellow...too mellow. We greeted the new JYFs, played some cards - and then it was time for the first dinner of Baltimore Yearly Meeting (BYM) Annual Session 2017. Evening Program came along: we played Apples to Apples, ran around outside, the usual for JYFs. Then the horror began.

By the time the next afternoon rolled around, a fort had been made with ottomans, chairs, a table and a window. Chairs were flying through the halls, with crazy children (including myself) riding them. Swimming was underwhelming, but then it was time to set up for the labyrinth, which we finished just as it started to thunder (again!). The overnight was pretty mellow and so was the water balloon fight that followed it. So we sent off our eighth-grader and ended the year.

Until next time,

Clerk, Jake Regal, on behalf of JYF 2017

EPISTLE OF JUNIOR YEARLY MEETING

ACCEPTED 8TH MONTH 6TH DAY, 2017

Dear Friends All over the World,

At this years Annual Session, we loved being able to run around and play outside on the Hood Campus. Eating their dining hall donuts every day was very good.

The All Age Celebration was a great way for us to get to know each other and a lot of

adults. We all probably loved eating the ice cream the most. We had fun gathering around the parachute to bounce then run in and out underneath. We showed the grown-ups how to make pom-poms which you can squeeze when you are stressed and we found out that we have a professional pom-pom maker in BYM!

Afternoon and Evening Program is always fun with Legos, playdoh, more pom-poms, and especially the Thursday afternoon swimming trip.

The Kindergarten class read lots of books. A favorite was the Curious Garden about spreading pretty garden around a dull, ugly city to make the city beautiful. Sharing is fair. They loved playing with the playdoh and Legos

In the second and third grade class we heard Friendly Play stories about George Fox and John Woolman and read a chapter book about the Underground Railroad. These stories told us about people who were brave and helped others who weren't treated fairly. We played fairness games to learn that equal is not always fair. But most of all we enjoyed playing in the forts that we made.

In the fourth and fifth grade class we enjoyed planning our day and telling how we felt about what happened the day before in a "roses and thorn" session. Our teachers changed what we did so we had more roses and fewer thorns. We named ourselves The fearless Fourth and Fifth Graders (FFFG) and loved playing cooperative games and making bunk beds into forts. We took water bottles and snacks into our forts. We read Felix Stands Tall and the School Showdown as part of our discussion about bullying and the JYM theme "The Courage to be Fair."

The Junior Yearly Meeting
2017

EPISTLE OF 2017 WOMEN'S RETREAT

29 January 2017

Dear Friends near and far,

The weekend of January 27-29 2017, 175 Friends representing 28 meetings gathered at the Pearlstone Center to reflect on the theme of "Quaker Wisdom: Echoes In Our Souls."

Out of gathered silence on Saturday morning, our plenary singer Paulette Meier shared the words of Quaker thinkers, set to music. Paulette reminded us that a deep and thoughtful exploration of Quaker spiritual roots can strengthen us collectively and individually. Particularly resonant this weekend in light of political developments were these words from James Naylor:

"Art thou in darkness?

Mind it not, for if thou dost it will feed thee more.

But stand still, and act not, and wait in patience

Till Light arises out of Darkness and leads thee."

We were grateful for Paulette's strong voice-- and for the chance to add ours when we joined her in song.

As morning workshops began, we gathered to write, celebrate, knit, heal, and process the election. How warm it is to hold the Light to each other when we all need it. We reflected on radical simplicity and how to heal in a post-truth world.

In small groups, in worship sharing, we felt wisdom transfer between the old and the young. It is powerful to be near the deep anchors of our elders, and inspiring to hear wisdom come from the younger members of our body. Many of us turned to the Light and waited faithfully in it. This Experiment with Light drew 90 of us together in a new way.

In the afternoon, workshops continue as a source of thought and reflection. Many Friends joined in worship sharing and discussions about the Women's March on Washington earlier this month, and how Quakers are led to respond and act. Some of us participated in chanting, welcoming the mysteries that opened in our hearts. For those who needed a chance to stretch, walks on the Pearlstone grounds past the pond and signs noting flora and fauna were rejuvenating.

At dinner on Saturday, Young Friends and Young Adult Friends discussed how we can carry these communities with us to our adult years. We marveled at how Friends can learn from each other across age lines, and planted seeds of thought on how to do so more intentionally in the future. Our conversation sparked many ideas, including walking worship sharing groups, and Young Friends announced interest in helping plan the next retreat alongside whichever meeting(s) take on planning for next year.

Other groups gathered in the lounges and in front of the fireplace to read books from the book swap and knit pink pussyhats. We were reminded how joyful it can be to gather for the purpose of action when times are uncertain.

After dinner, over 100 women gathered in three circles for Sacred Circle Dancing led by Maggie moon. We danced to great spiritual traditions from around the world and ended with a chant, created by Marcelle Martin and Betsy Krome at Pendle Hill: "Abide In Me."

The joy continued in an evening talent show, now called "meeting for Worship with a Concern for Performance." We started laughing and guffawing as the show began. We basked in original song and stories. Friends noted a strong presence of...ukuleles! And as Mary Campbell noted, "You will all be able to get to bed by Quaker midnight."

Amid the levity, we feel a somber tone weigh in on our conversations as a new Administration takes office in D.C. Fatigue and grief mix in with the joy of seeing one another. We are troubled to hear that the "Muslim ban" has become a reality. We each struggle to balance the need for outward action with the need for inward renewal. And we take heart in our unity together as we return to homes and actions led by the Spirit.

In Love and Light,
Baltimore Yearly Meeting Women's Retreat

MINUTES OF BALTIMORE YEARLY MEETING

INTERIM MEETING

TENTH MONTH 15, 2016

SANDY SPRING FRIENDS MEETING

12016-44 *Opening.* Baltimore Yearly Meeting's Interim Meeting gathered on 10/15/2016 at Friends House in Sandy Spring, Maryland. A list of the Meetings of attenders is attached. We thanked those from Sandy Spring Meeting, Sandy Spring Friends School, and Friends House for their hospitality. Linda Garrettson (Sandy Spring) welcomed and oriented us, recalling Esther Scott's gift of land that makes the Sandy Spring Quaker empire possible.

12016-45 *Unity With Nature.* Eli Fishpaw (Maury River) reported on behalf of Unity With Nature Committee. Eli reported on responses to a call for people to calculate their carbon footprints. Not too many people have responded yet; how-to learning is taking place as Eli and others do the calculation. Information on carbon footprint calculation is available in the Committee's section of the Yearly Meeting web site. The Committee plans to send a message to local Meetings. We were asked whether we are doing enough.

12016-46 *Working Group on Racism.* David Etheridge (Washington), Working Group on Racism Clerk, reported; the written version of the report is attached.

12016-47 *Nominating Committee.* Bette Hoover (Sandy Spring), Nominating Committee Co-Clerk, reported. We **ACCEPTED** the resignation of Katherine Smith (Maury River) from Faith and Practice Revision Committee. On this first and only reading, we **APPROVED** this: we named Barbara Thomas (Annapolis) to serve on Program Committee through 2019 and Paul Jacob (Alexandria) to serve on Stewardship and Finance through 2017.

12016-48 *Search Committee.* Rebecca Rawls (Langley Hill) reported on behalf of Search Committee. On this first and only reading, we **APPROVED** this: we named Deborah Haines (Alexandria) to serve on Nominating Committee through 2019.

12016-49 *Representatives to Interim Meeting.* Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, noted that only half of our Meetings have named Representatives to Interim Meeting; Marcy is seeking ways to get more Representatives.

12016-50 *Travel minute.* Jolee Robinson (Adelphi) returned a travel minute with endorsements; the original is being returned to Adelphi Friends Meeting; a copy of the endorsed minute is attached.

12016-51 *Friends United Meeting General Board report.* Georgia Fuller (Langley Hill), Friends United Meeting General Board member, reported; the written version of the report and a handout are attached.

12016-52 *Minute in solidarity with Standing Rock Sioux.* Sue Marcus (Alexandria), Indian Affairs Committee Clerk, shared the Committee’s “Minute in Solidarity with the Standing Rock Sioux Tribe Regarding the Dakota Access Pipeline;” the written version of the minute as well as background information, action items, and contact information are attached. Sue noted a York Meeting minute on the matter, supported by Charlottesville Meeting’s Peace and Social Concerns Committee.

With the deletion of the phrase “unlike many political leaders,” and substituting “Baltimore Yearly Meeting” for “the BYM IAC,” we **APPROVED** the minute section of Indian Affairs Committee’s “Minute in Solidarity with the Standing Rock Sioux Tribe” document. Sue undertook to ensure that the minute is sent to those listed in the action item section.

12016-53 *Yearly Meeting Presiding Clerk’s report.* Ken Stockbridge (Patapsco), Yearly Meeting Presiding Clerk, reported; the written version of the report is attached. We **ACCEPTED** the report.

12016-54 *Manual of Procedure.* Susan Kaul (Bethesda), Manual of Procedure Committee Clerk, presented a substantive addition regarding beginnings of terms of service on Search Committee and Supervisory Committee; the written version of the Committee’s report is attached.

We **APPROVED** the manual addition for forwarding to our next Annual Session, divided into two paragraphs of two sentences each, and placed in manual sections describing Search Committee and Supervisory Committee. We heard a suggestion that the manual include an explanation of why two readings of nominations are advisable. We directed Manual Procedure committee to review the manual’s material on Committees of Interim Meeting.

12016-55 *Faith and Practice Revision.* Ken Stockbridge (Patapsco), Yearly Meeting Presiding Clerk, presented a “Faith and Practice Process Clarification Proposal;” the written version of the proposal is attached. We **APPROVED** the “Faith and Practice Process Clarification” document’s “Proposed Charge for an ad hoc Committee to Clarify Our *Faith and Practice Revision* Process,” adding that “The Yearly Meeting Presiding Clerk and Clerk of Interim Meeting will ensure that the Committee is diverse.”

We heard a concern that a volunteer Committee might lack continuity in its participants.

The Clerk of Interim Meeting accepted names of volunteers for the Committee.

12016-56 *Camp Property Manager’s annual report.* David Hunter (Frederick), Camp Property Manager, presented an annual report; the written version of the report is attached. David noted that many of last year’s camp activities clustered around teaching and promoting sustainability. David noted the role of camp plantings in removing carbon from the atmosphere and moving us toward net zero carbon. David highlighted that dates for family camp weekends are available on the Yearly Meeting’s web site.

We **ACCEPTED** David’s report.

I2016-57 *Camp Program Manager's annual report.* Jane Megginson (Frederick), Camp Program Manager, presented an annual report; the written version of the report is attached. Jane noted jumps this year in both the number of camper weeks and the number of campers, served by about 125 staff members and about 125 volunteers. Jane held up completion (after many years) of a staff manual as a cause for hope in revision of Faith and Practice.

We **ACCEPTED** Jane's report.

I2016-58 *Development Director's report.* Ann Venable, Development Director, reported. Ann mentioned that a large part of the Director's job is stewarding the donors to the Yearly Meeting, that these donors are a very large community, not all of whom are Friends, and that they deserve our consideration in our discernment.

We **ACCEPTED** Ann's report.

I2016-59 *Treasurer's report.* Tom Hill (Charlottesville), Treasurer, reported; the written version of the report is attached. Tom noted an excess of about \$59,000 of revenue over expenses through 9/30/2016. Tom noted that much of our increase in asset represents gifts for not-yet-completed projects; these assets will change from cash to buildings and equipment with time.

We **ACCEPTED** Tom's report.

We heard, improved, and **APPROVED** the minutes to this point.

I2016-60 *Catoctin bath house.* Ned Stowe (Sandy Spring), General Secretary, placed before us the question of increasing our capital budget to build a replacement Catoctin bath house as designed. Ned made available a "Stewardship and Finance Committee Report to Interim Meeting Tenth Month 5, 2016;" the written version of the report is attached. The report includes a revised construction budget, revisions to our 2016 and 2017 capital budgets, and revisions to our 2017 operating budget. Bids were sought from five firms and received from three firms; the revised construction budget reflects an increase from an estimated cost of \$297,000 to a budgeted cost of \$827,367 (including contingencies), a difference of \$530,367. Ned presented "Background Information on the Catoctin Bathhouse Project (Updated 10/11/16);" the written version is attached.

Jim Lynn (Sandy Spring), Stewardship and Finance Committee Co-Clerk, focused on the capital budget for 2016 and 2017. The only proposed changes to the capital budget are those to deal with the Catoctin bath house cost increase and Catoctin temporary facilities. Jim also presented proposed changes to the 2017 operating budget, with increased expenses for insurance and interest on loans offset by increased revenue from camper fees and a reduction in out transfer to reserves.

Jim stated that loans of \$80,000 have been offered by individuals to finance construction of the bath house.

We heard a suggestion to model the economic consequences of closing Catoctin in 2017; we heard of the possibility of closing Catoctin. We heard a desire for more data about this project and alternatives to it before going forward. We were asked whether the state's response to temporary facilities would be influenced by the presence or absence of plans for permanent facilities. We heard a suggestion to hire a project manager. We heard a sense that if we do not move now, the price will change—and usually up. We heard a sense that it makes sense to go ahead given that the camps pay for themselves. We heard discomfort at the prospect of closing Catoctin in 2017, which might be a consequence of not acting. We heard that sometimes, when your kids do something that costs you a lot of money, you say “oops” and pay it anyway. We heard of wanting to show trust and respect for those who have brought the project this far. We heard a sense that elements of the bath house project reflect our values, and a desire not to abandon those elements because it costs too much; we heard a desire to live our values. We heard a concern that we have reached our current situation by acting quickly and incautiously, and that we run the risk of doing so again now. We were reminded that past Yearly Meeting construction projects have been carried out by volunteers, and invited to consider what more we ourselves can do now.

While we are uncomfortable with its uncertainties, desire exploration of cost savings (including through volunteer work), and desire quick elimination of uncertainties, we APPROVED moving forward on the Catoctin bath house and APPROVED the changes to budgets in Stewardship and Finance Committee's report.

12016-61 Closing. We adjourned, to gather next on 3/18/2017 hosted by Richmond Friends Meeting, or at the call of the Clerk of Interim Meeting.

Marcy Baker Seitel, presiding

Arthur David Olson, recording

ATTACHMENT I2016-44

FRIENDS IN ATTENDANCE

Adelphi: Alexander Barnes, Dave Diller, Martha Gay, Catherine McHugh, Ann Marie Moriarty, Jolee Robinson, Marcy Seitel; **Alexandria:** Deborah Haines; Becca Haines Rosenberg; Paul Jacob; **Annapolis:** Patty Robinson; **Baltimore, Stony Run:** Maria Brown, Don Gann, Robert Goren, Nancy Moore, Clinton Pettus, Kathryn Pettus; **Bethesda:** Marion Ballard, Alex Bell, Marika Cutler; **Blacksburg:** Nic Tideman; **BYM Staff:** Ann Venable; **Catoctin:** Jossie Dowling, Dyresha Harris, Jesse Miller; **Charlottesville:** Tom Hill, Katy Schutz; **Deer Creek:** Becca Gardner Rhudy; **Eastland:** Linda Coates; **Frederick:** Kat Darnell, Nick Funkhouser, David Hunter, Jane Megginson, Greg Tobin; **Friends Meeting of Washington:** Mary Campbell, Marsha Holliday, Carol Phelps; **Gettysburg:** Margaret Stambaugh; **Goose Creek:** Debbi Sudduth, Carolyn Unger; **Gunpowder:** Bob Fetter, Susie Fetter, Rep Pickard; **Herndon:** Katherine Cole, Cathy Tunis, Harry Tunis; **Hopewell Centre:** Laura Nell Obaugh, Josh Riley; **Langley Hill** Timothy Hunt, Rebecca Rawls; **Maury River:** Eli Fishpaw, Kathy Fox; **Patapsco:** Linda Pardoe, Bob Rhudy; **Sandy Spring:** Brooke Carroll, Katie Caughlan, Kevin Caughlan, Gary Dorr, Wayne Finegar, Linda Garrettson, Deborah Legowski, Margo Lehman, Jim Lehman, Jim Lynn, Ned Stowe, Gloria Victor Dorr; **Shepherdstown:** Kristin Loken, Emily Morgan; **Takoma Park:** Arthur David Olson; **Valley:** Don Crawford, Lois Crawford; **West Branch:** Walt Fry; **Williamsburg:** Elizabeth Krome; **York:** David Fitz, Dorothy Shumway.

ATTACHMENT I2016-46

WORKING GROUP ON RACISM REPORT

Good afternoon, I am David Etheridge of Friends Meeting of Washington, Clerk of the Working Group on Racism and a member of the ad hoc Growing Diverse Leadership Committee. I'd like to give you a quick survey of some of what North American Quakers are doing right now on issues of racial justice.

Starting with our own Yearly Meeting, last year the Working Group on Racism and the Ministry and Pastoral Care Committee proposed revising the BYM Vision Statement to state more explicitly that BYM is composed of people of all racial, ethnic and class groups and that we intend to work intentionally to overcome existing barrier to that vision of ourselves.

The Working Group sent letters and emails to the 50 local Meetings asking for their thoughts and heard back from about 20 of them. Some Yearly Meeting committees also commented. After additional seasoning at annual sessions this past August, the Yearly Meeting approved the new paragraph to the Vision Statement that appears in the most recent issue of the *Interchange*, on the BYM website and page 122 of the 2016 Yearbook.

The Working Group, the GDL Committee, and local Meetings have begun work on reducing existing barriers. Each local Meeting is being asked to designate a "change team" from within the Meeting to take the lead on that work. Several local Meetings have already taken that step.

Working Group and GDL Friends have been responding to requests from local Meetings for visits to talk about the effort. I know there are already been visits to Bethesda, FMW, Alexandria, Hopewell, and Floyd. There may be some other visits of which I am not aware. I will be back here next week for a visit to Sandy Spring Monthly Meeting.

To the north, Philadelphia Yearly Meeting held a called Meeting in January 2015 to address racism, genderism and classism and reached unity on committing to:

1. Increasing consciousness as Friends about the intersection of privilege and race.
2. Involving everyone in the Yearly Meeting in this effort
3. Integrating the work so that it becomes part of the fabric of what they do whenever they meet as Friends.

The Yearly Meeting is considering a proposal providing for an Undoing Racism Group to have three co-clerks, two of whom would be Friends of color. The URG would establish a support and accountability group to hold the Yearly Meeting as a whole—and the presiding and alternate clerks in particular—accountable for addressing racism and ending white supremacy.

The URG would annually name someone to serve on the session planning committee, the Faith and Practice rewriting committee, and to work with the presiding clerks to make sure that there is at least one aspect of addressing racism and white supremacy on the agenda at Yearly Meeting sessions. So far as I am aware, the Yearly Meeting has not yet acted on this proposal.

A little farther north over 100 Friends from New York Yearly Meeting attended the White Privilege Conference last April. Members of a group called “European American Quakers Working to End Racism” have planned a November 4-6 Powell House weekend entitled, “Beyond the White Privilege Conference.”

Still farther north New England Yearly Meeting at its annual sessions adopted a minute, which reads in part:

We are complicit in White Supremacy. We at New England Yearly Meeting have been “colonized” by our White Supremacist culture and fall short of our full potential as an association of Quaker Meetings because of this colonization.

We commit to engaging in interrupting White Supremacy in ourselves:

- * within individuals
- * interpersonally,
- * in our Meetings
- * and at all system levels of NEYM

To start this, we ask that the Permanent Board explore an external cultural competence audit of NEYM.

The Yearly Meeting also decided to raise funds to pay for a similar audit within Friends

General Conference if the FGC decides to conduct such an audit.

Still further north, Canadian Yearly Meeting adopted a minute concerning truth and reconciliation with Indigenous Peoples in Canada concluding that, “part of our journey is to decolonize our own thinking and sit in the discomfort and pain of confronting where we need to deepen our understanding, bear witness, and transform our behavior.”

The minute called on local Meetings to...

- continue to educate themselves, including children and youth, about the doctrine of discovery, the ongoing effects of colonialism, the UN Declaration on the Rights of Indigenous People, residential schools and their legacy (including the Truth and Reconciliation Commission), the history of the land on which they live, and reconciliation efforts.
- formally acknowledge the traditional territories where their Meetings are located
- find out about current concerns of Indigenous Peoples from those territories, with which the Meeting could be engaged.
- investigate projects of cultural revitalization that Indigenous Peoples are involved in and discern if there is an appropriate role for Friends.
- uphold and support individual Friends involved with grassroots Indigenous rights and provide spiritual support to Friends led to this work.
- report annually through the Indigenous Rights committee of CFSC on actions taken.

Turning to other Quaker organizations, Friends at the FGC Gathering raised questions about site selection. At the Friends of Color pre-gathering, some were troubled that campus security was obviously surveilling people of color. There were also concerns about how the clerks handled expectations and planning for the opening plenary, such as who was on stage the first night. Learning of this, the People of Color as a group decided not to attend the opening plenary. FGC General Secretary Barry Crosno opened the plenary with a statement about the issue. That statement said that Friends were “deeply sensitized, wounded and uncomfortable.” On Tuesday, agreement was reached to change the composition of the site selection committee to include a number of people of color. A petition was started asking for an institutional audit of FGC. Some monthly meetings and some yearly meetings have already sent letters of support and even made donations toward the potential expense of doing an audit.

Finally the Fellowship of Friends of African Descent met this past summer and adopted a minute regarding the state sanctioned violence that particularly affects people of color. That minute called for:

1. Training, support and employment of a “peaceforce” consisting of unarmed police officers and community based peacekeepers to cultivate the capacity and inclination for the use of non-violent methods for de-escalating conflict.
2. Development and support of ‘peace centers’ to provide safe havens and educational, cultural and recreational opportunities for young people and also function as spaces where Quaker worship and values can be modelled and developed.
3. Police training that is ongoing and consistent including sub-conscious bias training and that is community based and trains officers to de-escalate potentially dangerous

- situations rather than “shoot to kill” in every situation they consider dangerous.
- 4. Promoting the disarming of communities (including segments of the police force responsible for minor offenses).

ATTACHMENT I2016-50

TRAVEL MINUTE OF JOLEE ROBINSON

Adelphi Monthly Meeting
of the Religious Society of Friends
2303 Metzger 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 Fourth Month, 2016.



Michael Levi, Clerk
Adelphi Friends Meeting
Adelphi, Maryland

We appreciated Jolee's attendance at North Carolina Yearly Meeting Annual Sessions, August 12-14, 2016. *Adelphi*
Thank
USFWI Study Clerk
July 20, 2016

Charles D. Hoopes
EFC-ER Presiding Clerk 7/26/16

Aisha Walsh
Clerk of Interim Meeting
Baltimore Yearly Meeting

7/29/2016

It was a blessing to have Jolee at I'm in a yearly Meeting. Thank you
Stephen Hamill
Presiding Clerk

9-25-2016

We were very pleased to have Jolee share our meeting for worship this morning. We send our greetings to Adelphi Meeting
Jim Cullingham, Clerk
West Branch Monthly Meeting
Iowa Yearly Meeting (Executive)

ATTACHMENT I2016-51

REPORT FROM FRIENDS UNITED MEETING

Friends United Meeting Report
Interim Meeting, Baltimore Yearly Meeting, October 15, 2016
Georgia Fuller, Langley Hill Friends Meeting, BYM Representative to FUM

2017 Triennial Opened to All Friends

Highlights

8:15 am Worship Groups after 7 am breakfast
(Experience different worship styles)
Business Meetings and Global Ministries Updates
Reflection Groups—meet a new Friend from across the river or across the ocean and get to share
International speakers on themes from Thomas Kelly's book, *The Eternal Promise*
Social gatherings including one initiated by YAFs
(Young Adult Friends) for OAFs (Older Adult Friends)
Ice cream!!
\$180 registration before March 31, 2017
Shared university rooms, \$21/person/night;
Meals \$23/person/day or \$8/meal
<https://www.regonline.com/builder/site/default.aspx?EventID=1877598>



Ramallah Friends Schools, Friends witnessing to peace and equality in Palestinians since 1869

Today the RFS primary, middle, and high schools are serving 1412 children and their families. The campuses have athletic fields, science labs, multi-media labs, a greenhouse, a bird blind, cisterns, photovoltaic cells, and small classrooms. RF Schools teach Quaker values of equality, peace, and service and practice these values as part of everyday education. The Learning Support Initiative, (K - 12th grade, has over 60 children with special needs and learning difficulties integrated into mainstream classrooms. Girls and boys, Muslims and Christians, full-tuition and scholarship students learn and teach together. Conflict resolution is practiced as issues arise in the schools. Beginning in 1st grade, each student participates in a community service project and then reflects on the benefits of social responsibility. The RFS high school offers the International Baccalaureate program.

RFS—A Place for Your Spiritual Witness Professional Growth

Head of School—An exciting new position has opened for a Quaker educator/administra-

tor because Joyce Ajlouny has transitioned from Director of RFS to full-time fundraiser and alumni coordinator. The job description is posted at: <http://friendsunitedmeeting.org/assets/rfs-head-of-school.pdf>

Quaker Life Coordinator—This is a new position to coordinate the ethics curriculum, where Quaker values are taught. The QLC will also serve as the spiritual Friend for students, staff and the community. The job description is posted at: <http://friendsunitedmeeting.org/assets/ramallah-quaker-life-coordinator.pdf>

Friends in Residence—These are short-term, volunteer positions to assist the Quaker Life Coordinator and other members of the staff and the student body. Contact edeng@fum.org

Good News for Field Staff—At last week’s meeting, the FUM staff and Board representatives from the North American and Caribbean Region worked to evaluate and improve FUM’s support for raising the salaries and benefits of our Field Staff. The FUM Richmond Office will work with each member of our field staff to strategize and implement a fundraising plan to support their witness and ministry on behalf of the Peaceable Kingdom.

ATTACHMENT I2016-52

MINUTE IN SOLIDARITY WITH STANDING ROCK SIOUX

Baltimore Yearly Meeting Indian Affairs Committee Minute
in Solidarity with the
Standing Rock Sioux Tribe Regarding the Dakota Access Pipeline

Background

The Dakota Access Pipeline (DAPL) was proposed to cross beneath the Missouri River near Bismarck, the capital of North Dakota. When the people of that capital city protested that their water might be contaminated the local tribes’ waters by a spill from the pipeline, the proposed route was moved south—where a spill could contaminate Standing Rock Sioux Tribe’s waters instead, and sites sacred to the Tribe could be disturbed. When the tribe identified sacred lands, including burial sites, needing protection from the pipeline disturbance, the company building it promptly bulldozed those exact sites. The company’s security service used attack dogs against peaceful protestors, causing bloody injuries among the protestors. The Governor of North Dakota called out the National Guard to keep the peace, yet the peaceful people, burial sites, and sacred lands were not protected.

Minute

The BYM IAC supports the sovereign government and people of the Standing Rock Sioux Tribe as they wage a nonviolent, legal battle against those who would endanger their heritage and their future natural resources. The wise leaders and their supporters are strong in spirit and wisdom, in patience and in vision. The Lakota and Dakota people, with their allies, have inspired unity among Native nations and others in their quest to save their lands and people from harm. Unlike many political leaders, they are waging this moral and legal struggle not for themselves, but for future generations.

The BYM IAC joins the Standing Rock Tribe and its allies in seeking full tribal consultation on a government-to-government basis, as is legally required by treaty and law on any and all matter that relate to or may affect their lands, people, or traditional homelands. We urge the President and the federal executive branch agencies to honor the Federal Trust Responsibility to the indigenous people of our country and to *immediately* act to preserve the burials, lands, and resources of the Standing Rock nation now and in the future. While we are encouraged by the decision by the United States Departments of the Interior, Justice, and Army to suspend pipeline construction near Lake Oahe. This is a suspension not a revocation, so there is no guarantee that construction will not resume. We must continue to show our support in words and deeds until the matter is justly settled. Treaty rights and preservation of indigenous sacred sites must be honored for the Standing Rock Tribe and all Native nations.

May we all learn to make wise decisions to benefit future generations. In the words of the Lakota, Mitakuye Oyasin—We Are All Related.

Actions for Friends and Meetings

* A letter containing this Minute in support of the Standing Rock Tribe will be sent to the following:

1) appropriate political representatives, 2) newspapers and other media sources, 3) other Quaker Meetings and organizations, 4) the Standing Rock Sioux Tribe, 5) US Department of Interior, US Department of Justice, US Army, 6) North Dakota Governor, 7) other concerned organizations.

We ask the Monthly Meetings within Baltimore Yearly Meeting, and individuals to take the following actions

* Donations are welcome and useful. See the following official website for details:

<http://standingrock.org/news/standing-rock-sioux-tribe--dakota-access-pipeline-donation-fund/>

Please check the website for information, as needed donations change over time and specific items are needed for conditions in that area. Other sources: <https://nodaplsolidarity.org/> or <http://sacredstonecamp.org/faq/>

The Red Warrior Camp was established in partnership with the Sacred Stone Camp to help guide the nonviolent direct action resistance to the Dakota Access Pipeline. Donate to the Sacred Stone Camp Legal Defense Fund.

* Members of BYM are encouraged to keep informed on this issue, and inform others (family, friends, colleagues, acquaintances). One source of information is Earthjustice, a primary source of legal support for the Standing Rock Tribe's litigation on the pipeline issue. <http://earthjustice.org/features/faq-standing-rock-litigation>

* Follow what is happening on social media, especially Twitter, though also Facebook and other sources. Videos and news have come out quickly on those outlets.

* Write to the editors of local and national papers, and to the influential people whose contact information is provided below. Demonstrate to them that you support the Tribe, and

are concerned about environmental issues and Native rights.

* If you are so moved, join protests. Some are held in Washington, D.C. There are others held elsewhere. And some people may be moved to journey to Standing Rock to show their support in person. They will be welcomed.

Contact Information

ENERGY TRANSFER PARTNERS (the corporation building the pipeline)

Lee Hanse, Executive Vice President
800 E Sonterra Blvd #400
San Antonio, Texas 78258
Telephone: 210-403-6455
Lee.Hanse@energytransfer.com

PRESIDENT

The White House
1600 Pennsylvania Avenue NW
Washington, DC 20500
202-456-1111 or 202-456-1414

Denis McDonough, Chief of Staff to the President
dmcos@who.eop.gov
202-456-3182
(President Obama has the power to rescind the Army Corps of Engineers' Permit for the Dakota Access Pipeline.)

ARMY CORPS OF ENGINEERS

Army Corps of Engineers, Omaha District
1616 Capitol Ave., Ste. 9000
Omaha, NE 68102
202-761-5903

Jo-Ellen Darcy
Assistant Secretary of Army (Civil Works)
joellen.darcy@us.army.mil
108 Army Pentagon
Washington, DC 20310-0108
703-697-8986
moira.l.kelley.civ@mail.mil (email contact)

Department of the Army contact form:
<https://www.army.mil/contact>
(They issue the permit for the pipeline)

DEPARTMENT OF THE INTERIOR

Sally Jewell
Secretary of the Interior
U.S. Department of the Interior
1849 C Street NW
Washington DC 20240
Department of the Interior contact form:
<https://www.doi.gov/feedback>

DEPARTMENT OF JUSTICE

Loretta E. Lynch
Attorney General of the United States
U.S. Department of Justice
950 Pennsylvania Avenue NW
Washington, DC 20530-0001
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NORTH DAKOTA GOVERNOR

Gov. Jack Dalrymple
State of North Dakota
600 East Boulevard Avenue
Bismarck, ND 58505-0100
701-328-2200
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Donation Information

* Donations to the Standing Rock Sioux via information on their website. Please check the website for information, as needed donations change over time. <http://standingrock.org/news/standing-rock-sioux-tribe--dakota-access-pipeline-donation-fund/>

*Donation to The Red Warrior Camp, established in partnership with the Sacred Stone Camp to help guide the nonviolent direct action resistance to the Dakota Access Pipeline.

Donate to the **Sacred Stone Camp Legal Defense Fund**.

Donate to the Camp's general fund, **Sacred Stone Camp GoFundMe** – operational costs of site.

Send supplies directly to the Camp via their **Amazon wish list**.

<http://www.nodapsolidarity.org>

Sacred Stone Camp
7908 Highway 1806
Cannon Ball, ND 58528
<http://sacredstonecamp.org/faq/>
<http://sacredstonecamp.org/supply-list/>

ATTACHMENT I2016-53 PRESIDING CLERK'S REPORT

Presiding Clerk's Report to Interim Meeting
Baltimore Yearly Meeting, 10th Month, 2016

The Perils of Postponing Conversations

I've found myself reflecting this past week on the way it can be all too easy to postpone conversations that would be really good to have even if we don't particularly look forward to them. We might expect the conversations to be uncomfortable or even unpleasant or it may be hard to know the right way to approach them or where to expect them to lead. I can spend a lot of emotional energy anticipating such conversations. I usually feel a sense of relief when I finally get around to them, and I realize I could have felt that relief a lot sooner. I may be tempted to believe that if I wait long enough the issue will just go away, but I often find that the delay has just made the situation worse as the underlying issue and feelings around it fester. Our all-too-common inclination as Quakers to avoid conflicts rarely ever makes them go away; they just get worse. The perils of postponing conversations don't just apply to those we expect to be difficult ones but also to routine check-ins. In all sorts of relationships, whether with co-workers, friends, partners, and in our Meetings, it helps to just have regular check-ins with each other. Sometimes that helps to surface issues before they become problems.

As I reflected on this, I found more and more applications in my life and in my role as Presiding Clerk. I felt our business at Annual Session went much better this year than last; I hope you felt that too. I think the main reason that it did was that I actually had a lot of key conversations ahead of time with those presenting agenda items, as I had intended to have last year, but most of which just never happened. The preparation made a huge difference. So please anticipate that I'll be having those conversations again next year; if you're presenting, please be prepared to have them at least two weeks before Annual Session.

Meeting visits, and also having Meeting representatives attend Interim Meetings and Annual Session, are another example. They are a way for our Meetings to have those regular check-in conversations with the Yearly Meeting and vice versa. If those "conversations" stop happening for a while, the relationship between Meetings and the Yearly Meeting suffers.

In our committees, we sometimes don't allow the time we might for personal conversations. My best experiences with committee work have been when there is a real sense of fellowship among committee members and the nurturing of true friendships, not just getting through the agenda. It really helps to allow time to check-in with each other and to understand each other's leadings as they relate to the committee work. I strongly encourage every committee to have a retreat every year to help nurture those relationships. This is something that we lifted up at the Retreat for Committee Clerks in September. It was a great gathering. No matter how experienced you may feel as a clerk, I hope that you will all plan next year to participate in this gathering of mutual support. It's an important piece of how we are trying to help all committees be more effective and spiritually enriching.

In our Meetings and other areas of our Quaker lives, we may find ourselves avoiding or not getting around to conversations that could help a lot, for example involving concerns about a particular individual's vocal ministry or other behavior that makes some uncomfortable. Many of us feel we don't really know how to have those conversations, and many of us are right about that. Eldering has gotten a bad rap over the years, often because it was poorly done. But as a result, we've substantially lost our understanding of how to do it well in a grounded, supportive, and spirit-led way that genuinely nurtures and encourages each other's spiritual growth. This also relates to pastoral care, and I have to add that I really appreciate the series of workshops on it that Friends Meeting of Washington is sponsoring. The first one in September was on understanding boundaries. The next one will be next Saturday on predatory behavior.

Finally, it occurred to me that I run into the same patterns in my conversations with God, also known as prayer. The Spiritual Formation Program, and the small spiritual friendship group in my Meeting that is part of that, has really helped me come to terms with prayer. I had a lot of spiritual baggage around that word that really got in the way of having a meaningful prayer life. Some great readings and great conversations really helped me work through that and come to my own personal understanding of what prayer is and how it works best for me. But like other conversations, I have a way of postponing my ones with God. Sometimes I really don't want to hear what I think God may be saying to me or I just don't have a clear sense that anything useful will come of it at a particular moment. With

any routine or discipline, it's inevitable that we lapse from time to time. And that's okay. We just begin again.

The grounding that we get from our conversations with God makes a huge difference in how we face all the other conversations we could be having in our lives but often postpone. It helps us to be ready for anything. It helps us to love and to listen to the others in the conversations. It helps us be patient and kind and pray for each other. It helps us become whole, whole in a way that helps transform conflicts and pain and difficulty into spiritual opportunities for healing, growth, and a closer walk with God and with each other. Our individual daily spiritual disciplines also help deepen the worship we have when we come together in community.

Love and Light,

Ken Stockbridge, Presiding Clerk

ATTACHMENT I2016-54

MANUAL OF PROCEDURE REPORT

Report to Interim Meeting Tenth Month 15, 2016
Sandy Spring Monthly Meeting

The Manual of Procedure Committee (MoP) met by teleconference on Ninth Month, 7th Day. Attending were Peggy Dyson-Cobb (Maury River) and Susan Kaul (Bethesda) (clerk). Once again we were plagued by miscommunication: the time set for our meeting was unclear and Susannah Rose (Patapsco) was not able to attend. Alison Duncan (Adelphi) could not attend.

Substantive Changes

Currently, the Manual does not specify when the terms of Interim Meeting committees (Search Committee and Supervisory Committee) begin. After speaking to Marcy Seitel (IM clerk), Karen Cunyngnam (2015 Nominating clerk), Lamar Matthew (Search Committee) and Barbara Thomas (Search Committee clerk), it was clear no one had ever brought up the issue before this year. Bette Hoover (co-clerk, Nominating) says definitively that the terms begin at the end of Annual Session. This has a logic to it, except that Search Committee is nominated, not by Nominating, but by an ad hoc Naming Committee and approved by Interim Meeting. MoP would like to add the following language directly below "Committees of Interim Meeting" on page 6 of the 2016 *Manual*:

Nominations of persons to serve on the Search Committee are made by the ad hoc Naming Committee and appointed by the Interim Meeting. Their service begins immediately upon appointment. Four persons serving on the Supervisory Committee in addition to the Interim Meeting Clerk, the Presiding Clerk, and the Treasurer of the Yearly Meeting are nominated by Interim Meeting and are appointed by the Yearly Meeting in session. Terms on Supervisory Committee therefore begin at the end of the Annual Session at which they are appointed.

ATTACHMENT I2016-55

FAITH AND PRACTICE PROCESS CLARIFICATION PROPOSAL

Faith and Practice Process Clarification Proposal
Offered by Ken Stockbridge, Presiding Clerk and
Marcy Baker Seitel, Clerk of Interim Meeting
Baltimore Yearly Meeting
For Interim Meeting 10/15/2016

Proposed Charge for an ad hoc Committee to Clarify Our Faith and Practice Revision Process

Baltimore Yearly Meeting establishes an ad hoc Faith and Practice Process Clarification Committee, which is asked to bring forward a proposal for a first reading at Interim Meeting in March 2017 to 1) offer changes to the *Manual of Procedure* entries relating to Faith and Practice and 2) provide more detailed guidance to the *Faith and Practice* Revision Committee (F&PRC) on how to approach its work. A second reading of its proposal would come to Interim Meeting in June 2017. If Interim Meeting reaches unity on a way forward at that time, the ad hoc Committee would be laid down, and the Nominating Committee would be asked to bring names for the F&PRC to Annual Session.

The Presiding Clerk and Clerk of Interim Meeting will name the clerk(s) of the ad hoc Committee, and participation on the Committee would be open to all. All are asked to help ensure diverse participation on the Committee by encouraging Friends to participate that would help achieve that diversity. Committee meeting times and locations will be publicized on the Yearly Meeting website and shared by email with those who have requested to be notified of them.

Background

At Annual Session 2016, the Nominating Committee reported that, in the process of identifying nominees for the Faith and Practice Revision Committee (F&PRC), it realized that the Committee's charge is unclear. As a result, it did not present nominees for it this year. As a result of resignations at various times from F&PRC, there are no longer any members on the Committee. Therefore, we need to clarify the F&PRC's charge so that Nominating can proceed with lifting up names for the Committee.

In 2002, given a proposed revision to the Faith and Practice regarding marriages (I2002-15), five members were appointed to fill the F&PRC, which had been inactive. That committee continued working through 2013, with varying membership, when a second reading occurred for its proposed revision at Annual Session. The Committee had announced that, regardless of the outcome of that discernment, all its members asked to be released. The body was not in unity to adopt the 2013 draft, citing concerns about both substance and process. We did minute our appreciation to the committee members and our intention to use the 2013 draft as a resource for future discernment (Y2013-56 and 57). Nominating Committee was asked to bring forward new names by the following Annual Session and

brought forward four names at Interim Meeting in 3rd Month, 2014, which were approved (I2014-06).

Since 2014, as the newly appointed F&PRC proceeded with its work, a variety of questions arose concerning process. One question was whether the Committee was starting its work from the 1988 approved version or the 2013 draft revision. Some asked that any proposed revisions brought forward be cross-referenced to the 1988 edition. Also, a question arose about whether and how to share the responses that Meetings had sent to the Committee. As discussions continued in a variety of places, additional questions surfaced. Friends realized that the *Manual of Procedure* actually has two entries relating to the *Faith and Practice*: the section describing the Committee (p. 14 of MoP in the 2016 Yearbook) and the section describing changes to the *Faith and Practice* (p. 29), with some slight differences between the two.

At Annual Session 2016, a Connecting Local Meetings session was held to hear from Meetings about their experiences with the *Faith and Practice* revision process. Many concerns, ideas, and suggestions were shared. A Friend from Baltimore-Stony Run also held an interest group discussion. Clarifications are needed not only to the broad committee charge as it appears in the *Manual of Procedure* but also more specific detailed aspects of how the Committee will carry out its work.

Some of the Questions to Address

Through public forums at Annual Session and visits to local Meetings, from minutes approved by Meetings, as well as many individual conversations with a variety of Friends, we have heard a wide variety of questions that Friends would like to see clarified. Some of these questions would be addressed in the *Manual of Procedure*, which would be relatively general in nature so that it does not require as much revision and updating. The *Manual of Procedure* Committee is charged with helping the MoP accurately reflect current process and policy; it is not charged with proposing what process and policy should be. Therefore, this ad hoc Committee is needed to do that. We would expect the ad hoc Committee to vet its recommendations with the *Manual of Procedure* Committee and would hope that at least one member of that committee would be led to serve on the ad hoc Committee.

Other questions about our Faith and Practice process could be addressed in a minute approved by the body with more specific and immediate guidance to the F&PRC, just as minute Y2013-56 laid out some specific instruction. Some questions would be addressed by the ad hoc Committee while others could be left to the F&PRC.

Given the range and scope of such questions, we feel an ad hoc committee is needed to discern a way forward for the F&PRC, though it may not be necessary or possible to resolve all these questions. We view one of the roles of the ad hoc Committee to be discerning which questions need to be addressed in what way and by whom. The ad hoc Committee may choose to hold listening sessions to gather perspectives and ideas and help to build unity. New questions could emerge from its work.

Here are examples (not exhaustive but illustrative) of questions warranting clarification:

1. Purpose:

- a. What are the purposes of having a *Faith and Practice*?
 - i. Is it a reference tool? Is it an entry point for newcomers?
- b. Audience: Who are the key audiences, such as newcomers, youth, Meetings, committees, etc.?
- c. Scope:
 - i. What content properly belongs in the *Faith and Practice* as opposed to the *Manual of Procedure*?
 - ii. Given the nature of continuing revelation, how much is it appropriate for us to say? Given that we have no creeds, how much can we say about belief?
 - iii. Given the diversity of spiritual outlooks in our community, what can we really unite on?
- d. Dynamics and Robustness: Given the pace of change in our Quaker community and society at large, how do we keep up with those changes or help make it robust in the face of change?
- e. Length: Given all that, what is the appropriate length for a *Faith and Practice*? How much history? How much theology?

2. Process:

- a. Initiation of revisions
 - i. Who may initiate a proposed revision?
 - ii. Does F&PRC only respond to proposals that have been made to the YM or may it propose its own revisions? What are the respective roles of the 1988 edition and the 2013 proposed draft revision? Should proposed revisions be cross-referenced to the 1988 edition?
 - iii. May the Committee undertake to rewrite the whole or parts of the 1988 edition or is its task solely to consider revisions that have been proposed to the YM? To what extent may it restructure the document?
- b. Consideration of revisions
 - i. In what size pieces or sections should proposed revisions be offered?
 - ii. How should the Committee prioritize and sequence the sections to be considered? Are there elements of the 1988 edition that urgently need revision?
- c. Responses to F&PRC proposals of revisions to the YM
 - i. Are responses only welcomed from Meetings? Or also from Yearly Meeting committees? officers? staff? Individuals?
 - ii. At what point and in what way is it appropriate to share responses offered by Meetings to proposed revisions?
 - iii. How can we value the discussions as much as producing an end result?

- iv. How much should F&PRC be prepared to visit Meetings?
- d. F&PRC Composition
 - i. What sorts of diversity should be reflected on F&PRC? What attributes and skills are needed for committee members?
 - ii. How big should F&PRC be?

ATTACHMENT I2016-56

CAMP PROPERTY MANAGER'S ANNUAL REPORT

Staff Report of the Camp Property Manager
to Baltimore Yearly Meeting

David Hunter

October 2015

There are a few things all of us need. We all need air to breath. We need water to drink. We need food to eat. We need shelter and love... And we all need a safe place to pee.

Ivan Coyote

(http://www.ted.com/talks/ivan_coyote_why_we_need_gender_neutral_bathrooms)

In talking to folks who knew me as a teenager I get the impression that, from their perspective I looked like a kid who was well adjusted and doing fine. However, as I look back at adolescence from my own perspective I did not always feel like I was well-adjusted or like I was doing fine. That may be a feeling that others can relate to. There is a lot going on inside of us as we are growing up: struggling to find our place socially, sorting out our place in the world, trying to get our awkward bodies to what we want them to be and trying to negotiate all of the various relationships that are becoming more and more important to us.

Some of the areas that were most challenging to me during middle school and at the camps that I attended had to do with going to the bathroom and bathing. In the middle school that I attended I was most likely to be physically threatened or intimidated in the rest rooms or the locker rooms than anywhere else at school. While I felt much safer at Camp than at school. that same feeling of intimidation often followed me into the bathhouses there.



LGBTQ people report that they are more likely to be physically threatened or harassed in rest rooms and locker rooms than any other public place. Furthermore, there is evidence that minority or marginalized people also endure threats and harassment in public bathrooms. Perhaps all of us, to some degree feel vulnerable in public bathrooms and it is unfortunate that some respond to this sense of vulnerability by lashing out or demeaning those around them.

The way many public facilities are designed actually promotes this kind of intimidation, harassment and sense of vulnerability. Open showers, toilet and urinal stalls that do not

provide enough privacy and poorly placed entry ways that make public what should probably be kept private are all examples of design that lacks attention to this kind of concern.

When we set out to design the new bathhouses at Catoctin we wanted to address this issue. We felt that, given all of the challenges that our children face each day, we do not want to design a facility that creates new, unnecessary emotional challenges. There are choices built into the design of the new bathhouse. If you want to be able to talk to your friends while going to the bathroom or taking a shower you can. If you want to be able to close the curtain and have some privacy in the shower you can. If you are having trouble deciding if you should go in the boy's side of the bathhouse or the girl's side, you can postpone the decision and use the family style bathroom.

These choices are helpful and respectful of all children and are indicative of the brilliance we have as a community when we seek to address issues together. It is the result of a community working together on a problem and it is only one of many concerns that were addressed as we worked through the design process together. Being part of a spiritual community seeking solutions to problems together is one of the fundamental joys that I take in working as Camp Property Manager for Baltimore Yearly Meeting.

This year at the camps...

We just finished one of our best summers campers. Campers enjoyed all the usual camp activities but this year they seemed to be particularly interested learning more about where our food comes from. Perhaps it had something to do with the logs inoculated with shitake mushroom spores that appeared at each of the camps this spring almost ready to burst forth with mushrooms to be taken to the kitchen and incorporated into delicious meals! We have been focusing on creating educational opportunities at the camp. If you pay attention



when you are visiting the camps you will find signs with a paragraph or two describing an environmental issue that is particularly apropos at the camps or a natural phenomenon that we are able to observe on site.

Catoctin

We found everyone excited about the new bathhouses at Catoctin and the newly planted hedge of hazelnuts and elderberries between the road and the camp, which are growing rapidly. These are replacing a tangle of Multi-flora roses and other invasive species that had been growing along the road. Volunteers at Family Camp weekends have been working hard to push back these harmful imports and we look forward to seeing these native species thrive. These new additions will provide food for people and for wildlife and they will do a much better job of screening the camp from the road. Paw Paws, Persimmons and more varieties of chestnuts were planted at Catoctin this year as well.

Unit 1 campers helped to protect young trees from an abundance of deer in the area that was logged a few years ago. In the process they learned about the importance of a healthy



forest to the future of the planet and about the hopeful return of the American Chestnut to the forests at Catoclin. Lots more energy went into helping the garden to thrive this year as well.

Since there was a period this winter during which we were without a caretaker at Catoclin, we took the opportunity to update the caretaker's cabin. Most of the light fixtures were updated, the floors were refinished and the entire interior of the cabin

got a coat new paint! Paradise just got a little nicer for a lucky new caretaker. The bulk of this work was accomplished by a wonderful, generous team of volunteers. Thank you Lamar Matthew, Harry "Scotty" Scott, Gloria Victor Dorr, Nick and Kathy Funkhouser and many more!

Opequon

Opequon hosted their first community dinner this summer and it was great to see all of the campers and staff sharing a meal with Friends from Northern Virginia, vendors that serve the camps, and other neighbors and friends. Red Beans and Rice never taste as good as when you are sharing them with Friends and neighbors. We are looking forward to the beginning of a new tradition of community dinners at Opequon!



Campers love the new cabin at Opequon and what a great new paint job it got. It is now covered with murals dedicated to all the pollinators that work

so hard to make sure that we have food to eat. As they painted, campers learned about how bees and other pollinators are struggling to survive threats created by chemical agriculture and mono-cropping.

Hundreds of trees got planted this spring at Opequon and they are thriving and improving the health of the forests there. Several of these trees were Paw Paws so in four or five years

we could be munching on juicy Paw Paws at Fall Interim Meeting.



Shiloh

Thanks to a generous donor, the siding on the bathhouses at Shiloh is brand-spanking new! The old plywood siding was getting shabby and it was replaced with a newer type of siding made of recycled wood and concrete that will outlast most of us. The new siding also received a coat of paint this summer. The bathhouses never looked so good!

We continue to battle invasive plants at Shiloh. Kudzu, Oriental Bittersweet, and Honeysuckle among others have already brought down many healthy trees and we will not be standing idly by while others are brought low. We have been concentrating our efforts on an area near the lower field where Bittersweet has climbed to the top of many large trees. We have been removing invasive plants like the vines mentioned above as well as Ailanthus. This area has a lot of large



White and Green Ash which, unfortunately, will be killed in the next 3 to 8 years by an invasive insect called the Emerald Ash Borer. It is our intention to remove and sell these ash trees so that they can be put to good use before they succumb to these insects. Our work has progressed to a point where we will be able to begin planting Pitch Pine and Yellow Pine next spring. These are quick growing species that provide excellent cover for a variety of wildlife. At the same time, we will be encouraging the growth of short season grasses that will provide food for wildlife and biodiversity as well.

Thinking about the future...

It is hard to look past the biggest of our future projects, the bathhouses at Catoctin, but if we do we see a host of other exciting projects as well...

Catoctin

We are very excited to get started on the new bathhouse at Catoctin, despite the higher than estimated costs. On September 5th over 100 Yearly Meeting Friends and friends of the camping programs gathered to celebrate the beginning of the construction phase of this project. We ate **build** your own tacos and **build** your own ice cream sundaes and one bathhouse came down. We look forward to getting started on the bathhouses as soon as we are able.



The new bathhouse design was arrived at by working with many groups of camp staff, alumni and other groups that use the property in the off-season. The design incorporates composting toilets which do not use water and break out reliance on septic systems, good ventilation that employs convection to remove moisture and hot air from the building, increased privacy in the toilets and showers and greater choices in deciding which rooms to use. We expect that it will be available for the summer camping season of 2017.

Opequon

We have one more cabin to replace at Opequon. When that is done all of the camper cabins will have been built in this millennium. If possible, it will be replaced by the summer of 2018.

Shiloh

Shiloh has several projects that we will need to attend to soon. Before the summer of 2017 we need to replace another cabin. The hot water heaters are leaking badly and will need to be replaced before summer, 2017. We will replace them with tankless hot water heaters that are more efficient and have a longer life than conventional hot water heaters.

Once again, Shiloh had several hours this summer when they were without water because the well was dry. Generally, they can get through the summer by conserving water. However, there have been a few times over the last few years when they have run out of water and it is time that we looked at addressing the issue. One solution would be to drill another well and let it supply the bathhouses, while the current well continues supplying the Kitchen and caretaker’s residence with water.

Family Camp Weekends

Family Camp Weekends continue to offer all of us a chance to come to camp and explore, bring a friend to camp for the first time or give the gift or your time and energy by helping out with some work projects. Over 100 people come to camp each spring and fall to reconnect with old friends or make some new ones; visit the camps for the first time, enjoy time in beautiful places or take a break from their busy lives.



More information is available at bymcamps.org/programs/family-camp-weekends/ and the dates for the 2017 Family Camp Weekends are below:

Family Camp Weekends Spring 2017	
Camp	Dates
Shiloh Quaker Camp	April 28 – 30, 2017
Catoctin Quaker Camp	May 12 – 14, 2017
Opequon Quaker Camp	June 2 – 4, 2017

Fall 2017	
Shiloh Quaker Camp	September 22 – 24, 2017
Catoctin Quaker Camp	October 13 – 15, 2017
Opequon Quaker Camp	October 27 – 29, 2017

See you at Camp!

Off Season Rentals

Many meetings and other groups continue to enjoy using the camps in the off-season. Catoctin is rented more than the other camps, but Shiloh is also rented regularly. In the fall of 2016 and the Spring of 2017 we will not be able to rent Catoctin during the week due to construction of the new bathhouses. This has meant that many schools and other groups that rent the camp have had to find other places for their environmental education and outdoor programs. We look forward to welcoming them back in the fall of 2017. Chemical toilets have been provided and the shower and toilet in the lodge are available so hearty weekend groups continue to enjoy the camp.

Don't forget that the camps are available for rental by groups, meetings, retreats, or family gatherings from April 1st to mid-June and from mid August until October 31st each year. There are also accommodations available at Catoctin and Shiloh year round whenever camp is not in session for smaller groups. There is more information available at <http://bymcamps.org/camp-rentals/general-information>.



Caretakers

We still have two wonderful caretakers: one at Catoctin and one at Shiloh. In February of 2016 Don Frame left the caretaker's role to pursue other interests. By early April we had a new caretaker in the position at Catoctin. Jesse Miller has joined us on the mountain! We are all enjoying his joyful, relaxed and attentive personality at Catoctin and it is great to see the connection between the camping program and all that goes on at the camp in the offseason (Jesse is also the new Co-director of the summer camping program). Jesse is a diligent worker and is getting acquainted with life in Frederick County and on the mountain quickly.

Jake Butler continues at Shiloh and we are ever-grateful for his stalwart attention to all that goes on at camp. He takes a great deal of pride in knowing that the camp is ready and attractive for all who wish to visit.

Conclusion

It is a rare privilege to work on behalf of places so special and beautiful with such a wonderful group of co-workers. As always I want to acknowledge the opportunity I have been given and to express my gratitude to the Yearly Meeting and all who give of themselves on behalf of the camps.

Gratefully submitted
David Hunter

ATTACHMENT I2016-57

CAMP PROGRAM MANAGER'S ANNUAL REPORT

Camp Program Manager 2016 Report
Jane Megginson, Camp Program Manager

2016 was a fantastic year for the Camping Program! We had the highest enrollment in the history of our camps with over 600 campers attending for the first time ever. Our camper weeks went from a former high of 1388 to 1452, which indicates not just more individual campers at camp, but more beds full each week. Our new Outreach and Inclusion Coordinator, Dyresha Harris, began working for BYM full time in this role with the help of a grant from the Shoemaker Fund and as a result our STRIDE program expanded from Philadelphia to include groups in DC and Baltimore. The number of campers attending camps from STRIDE increased from 11 campers in 2015 to 20 campers in 2016. We hired two new Co-Directors this year, Jesse Miller at Catoctin and Rosie Eck at Teen Adventure. These new Directors bring lots of energy, knowledge, a hunger to learn, and a strong desire to serve our camps. It is always a pleasure, and helps invigorate me, to work with new Directors as we get to know each other better and figure out the ways we work best together.

This year, BYM Camps distributed over \$70,000 to 68 campers in camperships to attend one of our camps. Meanwhile, Monthly Meetings contributed over \$44,000 toward fees for 74 campers to attend a BYM Camp. Between these funds, grants, and diversity contributions, over 23% of our campers receive some form of financial aid to attend our camps.

The Camping Program Committee has continued its strong efforts in recruitment, as evidenced by our unprecedented enrollment figures. In addition, the Committee and I worked hard and long to create the first Camping Program Staff Handbook, to help codify and make more explicit our expectations of our camp staff and BYM's responsibilities for our staff. The members of the CPC are as strong as they have ever been, thus able to help me take on and complete this complex task that has been left undone for many years.

In the Fall and Winter of this past year, I undertook to overhaul the Camp website yet again. As much as it is not my favorite task, I have come to realize that it is something that needs to be done every three years or so as changes in technology demand it. In just the past eleven years that I have been the Camp Program Manager, the way people seek information and impart information has changed so dramatically. We have gone from a paper application and hand inputting data about our camp families to a completely online

registration system that gate keeps spots at camp based on what is available in real time and helps us track payments accurately. I used to hand key in credit card payments and hope they would go through or there was no mistake in the transposing of numbers. Now we take credit card payments online, never seeing the card numbers of our clients, with by far the majority of customers paying online via credit. I send out almost nothing by mail any more, and everything through email. I am now coming to the realization that many people are not reading the complete emails so I try to get the most salient information into the subject line.

In addition to the changes to the website, our camp database has undergone a complete overhaul in the past couple of years – we have gone from a server based database to a cloud based database. This change has allowed the Directors of our camps to use the database both at camp and year round for the first time. This year, we added a staff module which helps manage the data for all of our staff, their applications, pay, and paperwork. Directors can see all of the applications of all of the staff applicants and track their progress through the hiring process online with the database. When I started working at camp many, many years ago there was one form we all filled out – the W-4 for the IRS. Now our new hires have up to 10 forms they need to fill out both for the Federal Government, the State, and several forms to meet the changing requirements of BYM itself – Driving Policy, Youth Safety Policy, Staff Handbook, Background Check, Health Forms, Liability Releases, Child Protective Services Check, I-9, and don't forget the all-important W-4! The staff module helps track and store these many forms which is very important as we typically have around 125 staff per year and about a third to a half of those are new annually! The database also stores and helps me manage the collection of information required of the campers and their families. As the camp families, Directors, and I grow accustomed to the new database and how to use it, it becomes a more useful tool and easier to use.

This year, we had a registration day party with volunteers from the Camping Program Committee coming together with me at the new BYM Office conference room to help answer calls from camper families that needed help with registration. It was a great success and was made possible by the existence of a conference room and a new phone system in the office. Camper parents needing help were not sent to my voice mail as they may have been in the past if I was already on the line with another parent, but instead had a person answer and help them with their queries. It was a great success and helped families registering negotiate the new technology.

While new technology is a theme of the year and is ever more important to one person being able to manage all of the growing requirements in paperwork, registration, applications, and communications, it is a stark counterpoint to our attitude toward keeping our camper experience at camp free from the ever growing demands on our time of technology in our daily lives away from camp. At camp for our campers and staff, we remain committed to living in community together and seeking to build authentic, personal relationships with each other using simple group activities, meals, worship, bonding over challenges on trips, singing, games, and stories that we have always relied on at camp to bring us together in our goal of radical inclusivity. The changes in technology in all of our lives has greatly impacted our expectations around communications and knowing where people are and what they are doing at all times. Other camps send out daily emails and photos to parents

so they know what their camper is doing at camp but we have resisted that change as we want to keep the experience that campers have at camp about the campers themselves; and we want our camp staff to focus on caring for the campers, and building community right at camp. There is a lot of pressure to do something simply because it is possible and because others do it. We have started sending out a “news from camp” bulletin once every session to increase our communications with parents about what is going on at camp. However, we are resisting increasing communications about what is happening at camp any more than that to keep the focus on the community at camp.

In my work I experience the dichotomy of needing robust technology for smooth and easy registration, payment, and data collection while at the same time holding a space for our campers and staff to experience camp as a place apart from the interruptions of and reliance on technology. We choose to keep camp simple and focused on the people who are right there in the moment; to keep in touch with our roots of living simply in nature with each other for company, support, entertainment, spiritual and physical sustenance.

Thanks for your help in making 2016 another great year in the BYM Camping Program!

ATTACHMENT I2016-59

TREASURER'S REPORT

STATEMENT OF ACTIVITIES FROM 1/1/2016 THROUGH 9/30/2016

(In Whole Numbers)	9/30/16 Actual	2016 Budget
Revenues		
Apportionment		
Apportionment	346,650	462,200
Apportionment Adjustments	0	(6,500)
Total Apportionment	346,650	455,700
Unrestricted Contributions		
Contributions	48,039	180,000
Attendance Fees		
Annual Session	88,117	96,210
All Other YM Program	50,990	37,500
Combined Camp	870,053	822,851
Committee	400	0
Youth Programs	14,000	23,850
Total Attendance Fees	1,023,560	980,411
Sales		
Book Sales	4,472	10,930
Clothing Sales	8,647	10,250

(In Whole Numbers)	9/30/16 Actual	2016 Budget
Other Sales	0	400
Total Sales	13,118	21,580
Property & Vehicle Rental		
Property Rental Income	7,068	18,100
Vehicle Rental Income	0	500
Total Property & Vehicle Rental	7,068	18,100
Interest		
Interest & Dividends	30,936	3,000
Other Income		
Released Funds	102,130	139,742
Gain (Loss) on Sale of Fixed Assets	2,600	6,500
Other Income	7,317	100
Total Other Income	155,420	205,762
Total Revenues	1,624,790	1,865,053
Expenses		
Administrative	368,521	452,499
Annual Session	77,959	95,165
All Other YM Program	51,659	37,250
Combined Camp	925,560	1,057,192
Committee	7,116	12,150
Development	97,262	137,748
Youth Programs	37,856	60,255
Total Expenses	1,565,933	1,852,259
Total Operating Revenue Over (Under) Expenses	58,857	12,794
Unrealized Gains (Losses) on Investments	48,383	
Restricted Fund Activity	(65,404)	
Total Revenue Over (Under) Expenses	41,836	12,794

BALANCE SHEET
FROM 1/1/2016 THROUGH 9/30/2016

(In Whole Numbers)	Thru 9/30/2016	Thru 9/30/2015
Assets		
Current Assets		
Cash & Cash Equivalents	425,805	501,285
Apportionment Receivable	159,696	140,536

(In Whole Numbers)	Thru 9/30/2016	Thru 9/30/2015
Student Loans Receivable	49,090	64,659
Pledges & Grants Receivable	100,922	0
Other Accounts Receivable	50,192	50,562
Inventories	0	0
Prepaid Expenses	56,674	55,887
Total Current Assets	842,379	812,929
Long-term Assets		
Property & Equipment	2,031,233	2,013,834
Long-term Investments	1,220,015	1,112,644
Total Long-term Assets	3,251,247	3,126,478
Total Assets	4,093,626	3,939,407
Liabilities		
Short-term Liabilities		
Accounts Payable	66,445	101,602
Deferred Revenue	120,575	131,341
Other Short-term Liabilities	31,913	27,751
Total Liabilities	218,934	260,694
Net Assets		
Beginning Net Assets		
Net Assets		
Unrestricted	554,711	541,797
Fixed Assets	2,031,233	2,013,834
Designated	6,868	51,352
Temp Restricted	857,300	636,956
Perm Restricted	383,744	372,894
Total Net Assets	3,833,856	3,616,833
Total Beginning Net Assets		
3,833,856		
3,616,833		
Total Current YTD Net Income	41,836	61,881
Total Net Assets	3,875,692	3,678,713
Total Liabilities and Net Assets		
4,094,626		
3,939,407		

ATTACHMENT I2016-60
CATOCTIN BATH HOUSE CONSTRUCTION

REPORT TO INTERIM MEETING TENTH MONTH 15, 2016

The Stewardship and Finance Committee received a revised budget for the bathhouse project from staff. The revised construction budget has been developed in a careful and conservative manner. It is comprehensive in its scope. It starts with a firm construction bid amount from the selected general contractor. The budget includes allowances for various non-construction costs, such as architectural and engineering fees, legal expenses, insurance, and tree removal. The budget also includes almost \$100,000 for possible contingencies. It is prudent to hold such funds in reserve, but if things go well, much of this will not be spent.

CONSTRUCTION BUDGET FOR PROPOSED CATOCTIN BATHHOUSE

Item	Cost	Comments
Contractor Bid Price	676,193	Bid price, less cost of composting toilets (purchased by BYM)
Less Potential Cost Savings	(25,000)	Estimate, To Be Determined
Composting Toilets	16,649	
Architects Fees	15,000	Estimate, TBD
Engineering Fees	3,000	Estimate, TBD
Tree Removal	3,500	Estimate, TBD
Builders' Risk Insurance	2,500	Estimate, TBD
Legal	2,500	Estimate, TBD (Finalize contract)
Subtotal	694,342	
Contingency (10%)	69,434	
Total Estimated Cost - Forward	763,776	
Cost Incurred to Date	33,591	Architectural, Permitting, Engineering Fees, etc.
Total Estimated Cost	797,367	
Contingency for Temporary Facilities	30,000	If bathhouse is not completed by June 1, 2017.
	827,367	Total Estimated Cost + Temporary Facilities Contingency
Incremental Cost	530,367	Amount in excess of Original Estimated Cost of \$297,000

The presentation of the Capital Budgets for 2016 and 2017 below is in a streamlined format. The line references correspond to the specific lines in the 2016 and 2017 Capital Budgets in the Excel spreadsheet that was presented and approved at Annual Session in 2015 and 2016. Please note that the only changes to the 2016 and 2017 Capital Budgets are related to the projected cost increases for the Catoctin Bathhouse. The budgeted incremental cost is \$530,367, of which \$169,000 is included in the revised 2016 Capital Budget and \$361,367 is in the revised 2017 Capital Budget. In both the 2016 and 2017 Capital Budgets, the principal source of funding for capital projects is restricted contributions. The long-term capital

plan for BYM (p. 246 of the BYM Yearbook) also assumes restricted contributions will continue to be the principal source of funding for capital projects. We do not expect funds from Apportionment will ever be used to finance this or other capital projects.

BYM has sufficient resources on hand to finance this project in the short-term, and BYM has the long-term capacity to replenish those resources over time from future fundraising and camp fees. The proposed construction can be financed by a combination of sources of funds:

- Restricted contributions on hand (\$164,000) and continuing restricted contributions received;
- Present commitments of Friendly loans totaling \$80,000, plus additional Friendly loans to be obtained;
- Deposits of camper fees for the 2017 camping season (total camp revenue was \$794,329 in 2015);
- Unrestricted Reserves (\$509,195 as of 12/31/2015) as necessary.

REVISED CAPITAL BUDGETS FOR 2016 AND 2017

		2016	2017
Sources of Funds:			
	Line		
Beginning Balance, January 1	23	228,840	32,842
Restricted Contributions	14	145,000	200,000
Logging/Sale of Catoctin Timber	13		10,000
Cash Generated by Depreciation	15	57,513	53,870
Interest	26	3,000	3,000
Total Sources of Funds		434,353	299,712
Uses of Funds:			
Catoctin	3	134,674	192,917
Catoctin – Cost Increase in Bathhouse		169,000	331,367
Catoctin - Contingency for Temporary Facilities			30,000
Shiloh	4	18,298	18,757
Opequon	5	22,026	22,669
BYM Office Property	6	33,713	29,970
Vehicles	7	20,000	20,000
Other Equipment	8	3,800	3,900
Total Uses of Funds		401,511	649,580
Total Sources Minus Total Uses		32,842	(349,868)

The proposed construction of the Catoctin bathhouse is expected to be completed by

6/1/17. Upon completion of the project, the construction financing will be restructured as a long-term financial plan. The expected amount of the long-term financing in Sixth Month 2017 will be approximately \$500,000. The components of the long-term financing plan will be Friendly loans to be obtained, a loan by BYM to itself from BYM's Permanently Restricted Reserves (\$382,799 as of 12/31/15), and Unrestricted Reserves as necessary. BYM's independent accountants, bbd, LLP of Philadelphia, in consultation with BYM staff, have agreed that the internal financing arrangement of BYM lending money to itself is acceptable as long as it is properly documented and appropriate interest is paid on the amounts borrowed.

Repayment of the long-term financing is expected from continuing contributions to the Camp Capital Reserve Fund. As noted in the Capital Budget and Plan for 2017 – 2020 on page 246 of the new Yearbook, the projected contributions are stated at \$150,000 per year for the years 2018, 2019, and 2020. In addition, camper fees have been increased by \$125,000 over a three-year period starting with the 2017 camping season.

IMPACT OF BATHHOUSE PROJECT ON 2017 OPERATING BUDGET

The bathhouse project will affect the 2017 operating budget in two ways which Stewardship and Finance Committee did not anticipate previously: 1) BYM will have to begin paying interest on Friendly loans and loans from BYM's permanently restricted funds used to finance the additional cost of the project (expected to be about \$12,500); and 2) insurance for the new building when it is completed (expected to be about \$2,500). BYM will also receive additional previously unanticipated revenue from the Camping Program in 2017. Increased fees for the bathhouse are expected to generate about \$14,000 in 2017. This will almost cover the cost of the unanticipated new expenses. The balance could be obtained by reducing the amount of funds transferred to unrestricted reserves by \$1,000. Currently, \$15,000 is budgeted to be transferred. These suggested changes are reflected in the budget spreadsheet below.

Description	2015 Actual	2016 Budget	2017 Approved	2017 Proposed
Administration				
Apportionment	448,583.00	462,200.00	462,200.00	462,200
Allow. For Unpaid Apport.	-	(6,500)	(8,500)	(8,500)
Unrestricted Contributions	81,038	105,000	96,000	96,000
All Other Income	44,048	102,500	109,924	109,924
Total Admin Income	573,669	663,200	659,624	659,624
Admin. Wages & Benefits	225,191	261,899	280,776	280,776
Development Expenses	144,119	137,748	143,427	143,427
Outreach & Inclusion	9,092	75,000	78,949	78,949
Other Administrative Expenses	115,970	139,150	134,503	147,003
Transfer to Reserves		12,294	15,000	13,900

Description	2015 Actual	2016 Budget	2017 Approved	2017 Proposed
Contributions to Organizations	25,925	28,450	31,600	31,600
Other Gifts & Grants	16,160	23,000	26,000	26,000
Committee Expenses	5,099	12,650	16,350	16,350
Total Admin Expenses	541,556	690,191	726,605	738,005
Net Admin Income over Expenses	32,113	(26,991)	(66,981)	(78,381)
Youth Programs				
Youth Programs Fee Income	22,613	23,850	27,100	27,000
Youth Programs Contributions	710	2,500	2,500	2,500
Youth Programs Other Income	129	200	-	-
	23,452	26,550	29,600	29,500
Youth Program Expenses	56,282	60,255	65,740	65,740
Total Youth Programs	(32,830)	(33,705)	(36,140)	(36,240)
Camp Property & Program				
Camp Program Fee Income	784,077	821,851	818,112	832,112
Camp Property Income	55,204	180,137	254,643	254,643
Camp Prog. & Prop. Contributions	72,037	67,000	43,500	43,500
Other Camp Income	47,155	32,150	57,000	57,000
Total Camp Prog. & Prop. Inc.	958,473	1,101,138	1,173,255	1,187,255
Camp Program Wages & Benefits	412,759	449,354	454,537	454,537
Camp Property Wages & Benefits	152,948	158,663	154,408	154,408
Camp Property & Program Expenses	442,893	449,175	486,714	489,214
Total Camp Prog. & Prop. Expenses	1,008,600	1,057,192	1,095,659	1,098,159
Total Camps	(50,127)	43,946	77,596	89,096

Description	2015 Actual	2016 Budget	2017 Approved	2017 Proposed
All Other Programs				
Annual Session Fee Income	85,414	96,210	95,000	95,000
Other Program Fee Income	35,505	37,500	36,000	36,000
Other Program Contributions	1,276	5,500	11,500	11,500
All Other Program Income	7,696	9,955	8,525	8,525
Total All Other Program Income	129,891	149,165	151,025	151,025
Annual Session Expenses				
Annual Session Expenses	83,640	95,165	90,900	90,900
All Other Program Expenses	29,731	37,250	34,600	34,600
Total All Other Program Expense	113,371	132,415	125,500	125,500
Total All Other Programs				
Total All Other Programs	16,520	16,750	25,525	25,525
Totals for All BYM Activities				
Income, all sources	1,685,485	1,940,053	2,013,504	2,027,404
Expenses, all programs	1,719,809	1,940,053	2,013,504	2,027,404
Total Surplus or (loss)				
Total Surplus or (loss)	(34,324)	-	-	-
Advancement & Outreach	217	300	300	
Ministry & Pastoral Care	-	2,000	2,000	
Peace & Social Concerns	-	100	200	
Religious Education	225	1,200	1,200	
Unity with Nature	251	1,500	1,500	
Working Group on Racism	100	150	150	
Indian Affairs	-	300	300	
Intervisitation	4,306	4,500	4,500	
Faith & Practice Revision	-	500	500	
Young Adult Friends		100	3,700	
Trustees - Youth Safety	-	1,000	1,000	
Program Overage Contingency - See Note		1,000	1,000	

Description	2015 Actual	2016 Budget	2017 Approved	2017 Proposed
Total	5,099	12,650	16,350	
Friends General Conference	8,760	9,600	10,260	
Friends United Meeting	7,660	8,350	8,910	
Friends World Committee for Consultation	6,580	7,050	7,830	
	23,000	25,000	27,000	
American Friends Service Committee	125	150	200	
Center on Conscience and War	125	150	200	
Earlham School of Religion	125	150	200	
Friends Committee on National Legislation	125	150	200	
Friends Council on Education	125	150	200	
Friends House (Sandy Spring)	125	150	200	
Friends House, Moscow	125	150	200	
Friends Journal	125	150	200	
Friends Meeting School			200	
Friends Peace Teams	125	150	200	
Interfaith Center of Metro Washington	225	225	225	
National Council of Churches	125	150	200	
National Religious Coalition Against Torture	275	275	275	
Pendle Hill	125	150	200	
Prison Visitation & Support	125	150	200	
Quaker Earthcare Witness	125	150	200	
Right Sharing of World Resources	125	150	200	
Sandy Spring Friends School	125	150	200	
Sandy Spring Volunteer Fire Department	50	100	100	
Washington Quaker Workcamps	125	150	200	
William Penn House	125	150	200	

Description	2015 Actual	2016 Budget	2017 Approved	2017 Proposed
World Council of Churches	125	150	200	
Virginia Council of Churches	125	150	200	
	2,925	3,450	4,600	

Background Information on the Catoctin Bathhouse Project (Updated 10/11/16)

What is the current plan for the bathhouse project (up until now)? BYM has united behind the plan to build a new bathhouse at Catoctin, and more than \$251,000 has been contributed or pledged so far. At the 2015 and 2016 Annual Sessions, BYM approved the capital budget to complete the project before the start of camping season in 2017, based on an estimated total cost of \$297,000.

What have we spent so far? So far we have spent about \$33,591 for architectural and engineering fees, new hot water heaters which will be installed, and permit fees. In addition, hundreds of hours of volunteer and staff time have been dedicated to moving this project forward.

How did we get bids for the project? Five general contractors were invited to submit bids. We selected these contractors based on recommendations from colleagues and friends in the building trades. Two declined to submit bids. The remaining three (two from the local Frederick area and one from Baltimore) reviewed the project designs and specifications, visited the site with their sub-contractors, submitted requests for information to the architect, and prepared detailed bids for the project. All three general contractors are highly experienced in commercial construction and generally receive most of their business through referrals (i.e. clients like their work). They are similar in size, with 25 to 40 people on staff. It took approximately six weeks to get the bids from start to finish.

How did the bids compare to our estimate? The bids we received were more than double what we expected – from \$656,000 to \$693,000.

Why are the bids so much higher? We were all surprised by the high bids – including our design team. Our original estimate was based on the preliminary designs and the best available knowledge and experience that we were able to gather at the time from professionals in the industry. But questions linger: Is it because we are on another peak in the building market where quality builders can command top dollar? Is it because construction prices increased sharply in the two years between when our original estimate was made and the bids were received? Is it because of the remoteness of the construction site? Is it because we are building in Maryland instead of central Virginia, where it often costs half as much to build the same building? Likely, all of these factors contributed.

The initial estimate was based on preliminary drawings and specifications which included fewer details. The designs were subsequently refined and expanded – adding costs and

complexity. The actual bids were based on much more careful review of the final, detailed project specifications by contractors who had every incentive to carefully identify all associated project costs.

Finally, it is important to note that it is not unusual for construction bids to be much higher than original estimates - as anyone who has put an addition on their home or renovated a Meeting house will tell you.

Can we find a better price by putting the project out to other bidders? Each of the bids was derived independently by experienced, recommended, top-quality contractors. The bids differ by less than six percent. These are probably reliable current estimates for our project as currently designed in today's builders' market in rural Maryland. In our judgement, getting additional bids from other quality contractors is not likely to produce a different result.

Is this worth the price? This seems to be a relatively expensive building. There are reasons for this. First of all, this is a bathhouse. Bathrooms are always one of the most expensive rooms in any building – because of all of the plumbing, masonry, fixtures, and electrical equipment concentrated there. Think of this building as a house with ten bathrooms. Second, the bathhouse has to be built to commercial code (not residential), which is more expensive. Third, it has a partial basement, which is expensive to excavate and construct. Composting toilets – a central feature - need a basement in which the waste can be collected and processed. We chose to install composting toilets in order to reduce the impact of our camp on the watershed and to extend the life of our septic system.

Were the bathhouses we built at Shiloh cheaper to build? The Shiloh septic system and bathhouses were installed in the mid-1990's for \$97,677 and \$127,827, respectively. It would likely cost us substantially more to build the same facilities today, based on inflation. For example, at a three percent annual rate of inflation, the same facilities would cost more than \$400,000 to construct today. However, construction costs in central Virginia are not the same as in Maryland. Our experience with the construction of cabins and other camp facilities in central Virginia and Maryland has shown that it is generally twice as expensive to construct facilities in Maryland.

How can we reduce the cost? We have identified a number of cost-reduction strategies that could be made without compromising the most important features and capacities of the building (e.g. changes to window, masonry, plumbing, truss, and roofing specifications). We are still in the process of determining the exact cost savings of the proposed changes. We are seeking to avoid making significant structural changes that require further permit review and delays, which would put at risk our plans to have the facility completed before camp starts. The final price is certain to be more than we originally estimated, but less than the current bid price.

Why not just install regular toilets? Using regular toilets would cost less, but only if one ignores the substantial financial and environmental costs of upgrading or replacing and using a septic system for sewage. Regular toilets consume lots of water and produce lots of

waste, which, after being processed through our septic system, is then released to the watershed. Composting toilets reduce this impact on the environment. Composting toilets also help us avoid the cost of upgrading or replacing our septic system, which we would likely need to do if we were to install additional conventional toilets. A new septic system could cost as much as \$40,000 to \$60,000 to install (or more, if pumping stations are required) and would likely require clearing a substantial amount of forest for a new septic field.

Why are there two separate bathrooms in the plan? Doesn't this add cost? It does add cost. However, it has long been a priority for this project and our community to provide separate, gender-neutral, ADA-compliant bathrooms, and assure safe spaces for all people in our community.

Can we be confident in the new construction budget? The revised construction budget was developed in a careful, cautious, and conservative manner. This is a lesson we have learned from this experience, and which we will apply to future projects moving forward. We started with a firm construction bid amount for the entire project from our preferred general contractor. The budget includes allowances for various non-construction costs, such as architectural and engineering fees, legal expenses, insurance, tree removal, and staffing expenses. The budget also includes almost \$100,000 for possible contingencies. We hope we will not have to use these funds. Going forward, we are confident the budget covers every conceivable expenditure and contingency.

INTERIM MEETING
THIRD MONTH 18, 2017
RICHMOND FRIENDS MEETING

I2017-01 *Opening.* Baltimore Yearly Meeting's Interim Meeting gathered on 3/18/2017 at Richmond Friends' Meeting House in Richmond, Virginia. A list of the Meetings of attenders is attached. Randee Humphrey (Richmond) welcomed us. We thanked those from Richmond for their hospitality. We welcomed visitors Kathleen Wooten (Fresh Pond, Cambridge, Massachusetts) and Maille Wooten (Fresh Pond, Cambridge, Massachusetts).

I2017-02 *Past minutes.* We **APPROVED** sections I2016-60 and I2016-61 of the minutes of our 10/15/2016 meeting.

I2017-03 *Abingdon Friends Meeting.* Marcy Baker Seitel (Adelphi), reported receipt of a letter from Abingdon Friends Meeting; a copy of the letter is attached. The letter notes Abingdon Friends' leading to join Piedmont Yearly Meeting. Ken Stockbridge (Patapsco), Yearly Meeting Presiding Clerk, reported receipt of a letter from Piedmont Yearly Meeting indicating that they had welcomed Abingdon into their Yearly Meeting. We **APPROVED** this: we released Abingdon Friends Meeting from our fellowship.

I2017-04 *Nominating Committee.* Erik Hanson (Takoma Park) and Bette Hoover (Sandy Spring), Nominating Committee Co-Clerks, reported. At Nominating Committee's recommendation, we **APPROVED** this: we named these people to serve as representatives to this year's Friends United Meeting Triennial: Georgia Fuller (Langley Hill); Ken Stockbridge (Patapsco); Walt Fry (West Branch); Riley Robinson (Washington); Bob Fetter (Gunpowder); Jolee Robinson (Adelphi); Rosalie Dance (Baltimore, Stony Run); Bartholomew Mihesu (Adelphi); Adrian Bishop (Baltimore, Stony Run); Linda Coates (Eastland); and John Yost (Eastland). We **ACCEPTED** these resignations: Mochiko DeSilva (Sandy Spring), Indian Affairs Committee; Alex Jadin (Washington), Camping Program Committee; Roni J. Kingsley (Richmond), Camping Program Committee; Rachel Lord (Sandy Spring), Camping Program Committee; Gene Throwe (Washington), Religious Education Committee; Jodi Beatty (Herndon), Peace and Social Concerns Committee; Josh Wilson (Patapsco), Peace and Social Concerns Committee; Esther Sharp (Gunpowder), Miles White Beneficial Society Board. We heard a first reading of Marion Ballard (Bethesda) to serve on the Sandy Spring Friends School Board.

I2017-05 *Naming Committee.* Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, requested nominations from the floor for Naming Committee. We heard none.

I2017-06 *Catoctin bathhouse.* David Hunter (Frederick), Camp Property Manager, reported on Catoctin bathhouse progress. David expects that bathhouse construction will be completed by 6/1/2017. David announced a concert set for 6/3/2017 at 7:00 p.m. at Frederick Friends' Meeting House, a fundraiser for the Catoctin bathhouse project.

12017-07 *General Secretary's report.* Ned Stowe (Sandy Spring), Baltimore Yearly Meeting General Secretary, reported; the written version of the report is attached.

12017-08 *Peace and Social Concerns Committee.* Ellen Johnson (Richmond), on behalf of Peace and Social Concerns Committee, reported; the written version of the report is attached, as is a copy of an open letter to Donald Trump. Ellen described the letter, and noted that Friends Committee on National Legislation has supported it. Ellen read the letter aloud. We **APPROVED** Baltimore Yearly Meeting signing on to the open letter to Donald Trump urging reconsideration of plans to nullify Deferred Action for Childhood Arrivals.

Ellen reported on sanctuary and refugees. Ellen noted that Herndon Friends Meeting has recently produced a minute regarding sanctuary. Ellen announced a 4/1/2017 networking day at Friends Meeting School in Ijamsville, Maryland.

We heard of the creation of a Sandy Spring Friends Meeting working group on refugees; members of the group are visiting and trying to support refugee families. We heard the possibility that a Yearly Meeting working group on refugees might be created. We heard of the work of the Maryland Alliance for Justice Reform to improve the state's criminal justice system; this year, the work is focused on bail reform. We heard of the Virginia Interfaith Center for Public Policy and its work on sanctuary. We heard of Menallen Monthly Meeting's work on rapid response teams for sanctuary situations (since the meeting's small size precludes offering physical sanctuary). We heard a call for Meetings to provide physical safe haven.

12017-09 *Singing.* Dyresha Harris (Catoctin), Outreach and Inclusion Coordinator, and David Hunter (Frederick), Camp Property Manager, led us in singing "Gonna Let Life Move Me." We heard of a Baltimore Yearly Meeting sing-in on 4/8/2017 at Richmond Friends Meeting House.

12017-10 *Junior Yearly Meeting.* Ellen Johnson (Richmond), Junior Yearly Meeting Clerk, noted that the Junior Yearly Meeting program at our upcoming Annual Session is in need of volunteers, a need that may grow since young children are able to attend Annual Session for free this year. We heard from folks on Program Committee and Advancement and Outreach Committee who are eager to have families with young children attend.

12017-11 *Travel minutes.* Rep Pickard (Gunpowder), Intervisitation Working Group Clerk, reported. We **APPROVED** this: we endorsed Adelphi Friends Meeting's travel minute for Jolee Robinson (Adelphi). We **APPROVED** this: we endorsed Little Britain Monthly Meeting's travel minute for Linda Coates (Eastland) (previously endorsed by Nottingham Quarterly Meeting).

12017-12 *Manual of Procedure.* Susan Kaul (Bethesda), Manual of Procedure Committee Clerk, reported; the written version of the report is attached. We **APPROVED** Manual of Procedure Committee's substantive changes to the manual section on Search Committee for forwarding to our next Annual Session. We **APPROVED** Manual of Procedure Committee's substantive changes to the manual section on Camp Property Management

Committee for forwarding to our next Annual Session, changing the reference to Camp Property Committee in the third paragraph to refer to Camping Program Committee. We **APPROVED** Manual of Procedure Committee's substantive changes to the manual section on Friends House Retirement Community (formerly Friends House, Incorporated and Friends House Nursing Home) for forwarding to our next Annual Session, removing the next-to-last paragraph.

12017-13 *Ad Hoc Faith and Practice Process Clarification Committee.* Karen Cunnyngham (Annapolis), Ad Hoc Faith and Practice Process Clarification Committee Clerk, reported; the written version of the report is attached. Karen noted that the list of twelve Committee members does not give an idea of the wide variety of opinions on the Committee. The Committee plans to report to both our next Interim Meeting and to our next annual session. Karen reviewed the ad hoc Committee's conclusions regarding our Manual of Procedure's description of our current Faith and Practice Revision Committee, and read aloud suggested manual language on a Faith and Practice Committee, developed and to be further developed in cooperation with Manual of Procedure Committee. Karen described the Ad Hoc Committee's recommendations for procedures for the Faith and Practice Committee, which would result in changes to Section X of our Manual of Procedure.

We heard concerns about whether Nominating Committee had sufficient guidance to bring names to our upcoming annual session, in particular in the area of diversity. We heard a sense that diversity needs to be a concern for all committees, not just the proposed Faith and Practice Committee.

We **APPROVED** this: we asked Nominating Committee to bring the names of six people prepared to work on Faith and Practice to our upcoming Annual Session.

12017-14 *Presiding Clerk's report.* Ken Stockbridge (Patapsco), Baltimore Yearly Meeting Presiding Clerk, reported; the written version of the report is attached.

12017-15 *Development report.* Ann Venable, Development Director, reported; the written version of the report is attached. Ann noted that including gifts, outstanding pledges, and bequests, \$427,177.42 has been donated toward the Catoctin bathhouse; about \$270,000 of Friendly loans have been given or identified. Ann stressed that all of us can play a part in development; visiting other Local Meetings within the Yearly Meeting and spreading the word the value of the Yearly Meeting is one way to do so. Ann displayed the "Visiting Among Baltimore Yearly Meeting Friends" booklet as a resource.

12017-16 *Naming Committee (rerun).* Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, made a second call for people willing to serve on Naming Committee. We were reminded that Naming Committee members are exempt from service on Search Committee or Nominating Committee. We **APPROVED** this: we named Dave French (Menallen) and Betsy Tobin (Frederick) to serve on Naming Committee.

12017-17 *Ad Hoc Healthy Organization and Purposeful Evolution Committee staffing recommendation.* Ken Stockbridge (Patapsco) reported on behalf of the Ad Hoc Healthy Or-

ganization and Purposeful Evolution (HOPE) Committee; the written version of the report is attached. The Ad Hoc Committee now has four members: the Yearly Meeting Presiding Clerk; Clerk of Interim Meeting; the General Secretary; and the Camp Property Manager. Ned Stowe (Sandy Spring), described both vision elements and challenges identified by the HOPE Committee, stressing the challenge of staff's increasing workload.

The HOPE Committee recommends making our Administrative Assistant full time and changing our Administration Manager to an Associate General Secretary. The HOPE Committee estimates that their changes would result in a net increase of about \$60,000 in Yearly Meeting costs. We heard that any staffing changes would not occur until 2018 and so would not affect this year's budget.

We heard a concern that the proposal adds centralized staff and might not meet the goal of providing decentralized service. We heard a sense that increased travel to Local Meetings, allowing the General Secretary and Committee members to hear the challenges faced by Local Meetings, can help in filling those Meetings' needs. We heard a concern that seeking to help fill the needs of Committees and Meetings might result in overwhelming demand for help; we heard that prioritization of requests will be required. We heard a sense that Committee members are not now visiting Local Meetings, and were asked how the HOPE Committee's proposal would change this; we heard a sense that freeing staff to visit, and to encourage Committee members to visit, can produce more visitation. We were asked whether new communications technologies might be used in addition to visits to connect with Local Meetings; we heard that additional staffing might provide the time to explore such options.

We heard that getting the Yearly Meeting's current job descriptions up-to-date is a work in progress. We heard appreciation for the telephonic responsiveness of current staff. We heard a sense that characterizing some work as being too specialized to be reasonably done by volunteers is unduly pessimistic.

We **APPROVED**, in concept, the staff change recommended by our Ad Hoc Healthy Organization and Purposeful Evolution (HOPE) Committee. We **APPROVED** this: we directed the General Secretary and Supervisory Committee to season the HOPE Committee's job descriptions and bring them back to Interim Meeting on 6/17/2017, and we directed Stewardship and Finance Committee to explore the feasibility of HOPE Committee's staffing changes and bring back its recommendation to Interim Meeting on 6/17/2017 and to our upcoming annual session as part of the 2018 budget. We **APPROVED** this: we extended the term of our Ad Hoc Healthy Organization and Purposeful Evolution (HOPE) Committee through our 2017 Annual Session.

We heard a sense from a HOPE Committee member that the HOPE Committee can complete its charge at its current size.

We heard and **APPROVED** this section of the minutes.

I2017-18 *Supervisory Committee annual report.* Mary Campbell (Washington), Supervisory Committee Clerk, presented its annual report; the written version is attached. Mary rapidly reported on some of the Committee's recent activity. Mary noted that Supervisory Committee had allowed the General Secretary to hire an Administrative Assistant on a part-time basis, using available funds. Funds are available in the current year's budget to continue this position. At Supervisory Committee's recommendation, we **APPROVED** this: we extended our Administrative Assistant's term through the end of 2017.

I2017-19 *Treasurer's report.* Tom Hill (Charlottesville), Treasurer, presented an end-of-2016 report; the written version of the report is attached. Tom noted that for the first time at an Interim Meeting, the report includes information on restricted income and expenses. Tom highlighted a change in assets from about \$3,960,000 at the end of 2016 to about \$4,160,000 at the end of 2016, an increase of about \$200,000. We **ACCEPTED** the Treasurer's report.

I2017-20 *Stewardship and Finance Committee report.* Lee Henkel (Floyd), Stewardship and Finance Committee Co-Clerk, reported; the written version of the Committee's apportionment proposal is attached. Lee noted that Local Meetings are in widely varied circumstances, as revealed by a survey conducted by the Committee. Whether a Local Meeting does or does not pay a mortgage seems to have little relationship to whether the Local Meeting sees its apportionment as burdensome. The Committee is proposing a system that asks each Local Meeting to report its total income, calculates the percentage of the grand total that the total Yearly Meeting apportionment represents, and asks each Local Meeting to provide that percentage of its income to the Yearly Meeting as its apportionment. For the current budget year, the new approach would have required about 22.9% of Local Meetings' incomes to go to the Yearly Meeting. We heard that in the last five years, the percentage would have ranged between about 22% and 23%.

I2017-21 *Closing.* We **DEFERRED** approval of today's minutes (other than section I2017-17) until our 6/17/2017 Interim Meeting.

We **ADJOURNED**, to gather next on 6/17/2017, hosted by Gunpowder Friends Meeting in Sparks, Maryland, or at the call of the Interim Meeting Clerk.

Marcy Baker Seitel, presiding

Arthur David Olson, recording

ATTACHMENT I2017-01

FRIENDS IN ATTENDANCE

Adelphi: Marcy Baker Seitel, Melanie Gifford, Mackenzie Morgan, Ann Marie Moriarty, Jolee Robinson; **Alexandria:** Paul Jacob; **Annapolis:** Karen Cunyngnam, Phil Favero; **Baltimore, Stony Run:** Arthur Boyd, Margaret Boyd Meyer, Karie Firoozmand, Clinton Pettus, Kathryn Pettus; **Bethesda:** Marika Cutler, Peirce Hammond, Liz Hofmeister, Martha Horne, Lee Ingram, Greg Ingram, Susan Kaul; **Charlottesville:** Thomas Hill, Barbarie Hill; **Dunnings Creek:** Susan Williams; **Eastland:** Linda Coates, John Yost; **Floyd:** Lee

Henkel; **Frederick**: Katherine Darnell, David Hunter, Carlotta Joyner; **Friends Meeting of Washington**: Mary Campbell, Carol Phelps; **Gettysburg**: Margaret Stambaugh; **Goose Creek**: Debbi Sudduth; **Gunpowder**: Susie Fetter, Bob Fetter, Marilyn Rothstein; **Hern-don**: Cathy Tunis, Harry Tunis; **Hopewell Centre**: Laura Nell Obaugh; **Langley Hill**: Sheila Bach, Timothy Hunt, Rick Post, Jeannette Smith; **Menallen**: Dave French, Donna Kolaetis; **Midlothian**: Scott Cannady, Maria Cannady; **Norfolk**: Harriet Schley; **Patap-sco**: Ken Stockbridge; **Richmond**: St. Clair Allmond, Sally Gudas, Ellen Johnson Argin-teanu, Denna Joyner, James Thormon; **Sandy Spring**: Katie Caughlan, Wayne Finegar, Bette Hoover, Margo Lehman, Jim Lynn, Ned Stowe, Gloria Victor-Door; **Takoma Park**: Erik Hanson, Arthur David Olson; **Valley**: Lois Carter Crawford, Donna Crawford, JW Spear; **Yearly Meeting Staff**: Jossie Dowling, Ann Venable.

ATTACHMENT I2017-03

LETTER FROM ABINGDON FRIENDS MEETING

Abingdon Friends Meeting
PO Box 2022
Abingdon, VA 24212

1-16-17

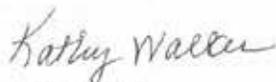
General Secretary,
Baltimore Yearly Meeting

Our meeting wishes to thank Baltimore Yearly Meeting for embracing our Spiritual Journey from the beginning to approving us as a fully affiliated Monthly Meeting. We will always feel divinely blessed for the open acceptance shown to us during our application process.

We feel led to join Piedmont Yearly Meeting because we are geographically closer to their Yearly Meeting events, gatherings, workshops and opportunities of fellowship.

The final approval for acceptance from Piedmont Yearly Meeting will be accomplished on March 11, 2017.

In Friendship and For the Meeting,



Kathy Walker
Clerk, Abingdon Friends Meeting

ATTACHMENT I2017-07

GENERAL SECRETARY'S REPORT

General Secretary's Report
Interim Meeting, Third Month 18, 2017

Thank you for the opportunity you have given me to serve as your General Secretary.

In my first eight months working with BYM, I have found so many things that speak to my soul and our soul together. . .

- Wonderful people
- Interesting challenges
- Never a dull moment
- Amazing discoveries
- Blessed community
- Growth opportunities
- Generosity of Spirit
- Unity in the Spirit
- Gratitude
- Big questions

I would like to say a little bit about each one.

- Wonderful people – I have been blessed to find so many wonderful colleagues on staff and dedicated Friends across BYM, working together to advance our vision.
- Interesting challenges – How to build a bathhouse, on a mountain, in seven months, starting in winter – and figure out how to finance it.
- Please contribute as you can. And we are also looking for more Friendly loans – see the flyer.
- Never a dull moment – Getting a call from the Maryland Department of Public Safety and Correctional Services informing us that our criminal history record information systems were going to be audited. BYM has to do criminal background checks on the 125+ staff and volunteers who help run our camps and youth programs, and we have to keep records under lock and key. We passed. Fortunately, Jane Megginson keeps our records in good order. Who knew?
- Amazing discoveries – I discovered the passion, compassion, and Quaker values that Young Friends bring to organizing and directing their own affairs and community. The rest of us could learn a thing or two from them.
 - And yes, I have discovered some things that we could do better together, like
 - Reducing deferred maintenance at our camps and setting up a long-term plan to finance the ongoing replacement of our depreciated facilities, and
 - Developing a way for the Yearly Meeting to make decisions as needed in a more timely and effective manner in between interim meetings (e.g. the Catoctin bathhouse situation or to address the concerns of the new administration).
- Blessed community – This is what our camping program strives to create with young people each summer – children and staff of diverse ages and backgrounds

creating community based on Quaker principles two weeks at a time.

- Growth opportunities – I have benefited from the opportunity to deepen my understanding of and commitment to advancing diversity in its many forms and facets within our community and society.
- Generosity of Spirit – I have discovered Friends and staff who go the extra mile to produce family camp weekends, to provide Friendly adult presences at overnight youth program events, to provide stewardship for BYM resources, to raise funds to support BYM programs, and who do so many other things to sustain our community.
- Unity in the Spirit – I have united in the Spirit in meetings for worship with Friends at Adelphi, Homewood, Little Falls, Monongalia, and Shepherdstown. I look forward to many more visits.
- Gratitude – I am thankful for these many blessings and for the opportunity to serve you.

I have also discovered some big questions that I would like to explore with you in our next chapter together:

- Who and what is God calling us to be, together, in these times?
- Who and what do we strive to be in ten years together?
- What are our top priorities?
- What are we called to do now that will help us to get there?
- What is our plan of action?
- In what ways do we need to change to better advance our priorities and goals?

ATTACHMENT I2017-08

PEACE AND SOCIAL CONCERNS COMMITTEE REPORT

BYM-Peace and Social Concerns Com. report to 3/18/17 Interim Meeting

- 1) **BYM Peace & Social Concerns Com. supports Bethesda MM's recommendation for BYM &/or monthly meetings to sign the open letter to Pres. Trump, urging him to reconsider plans to nullify "Deferred Action for Childhood Arrivals" and/or to relay this for Friends' individual action.** Rather than print the lengthy letter, it easily can be found via an online search for "irlca, daca and trump."
- 2) BYM Peace & Social Concerns Com. also offers this update on the Sanctuary Movement in BYM: Several BYM Monthly Meetings, including Bethesda Friends Meeting, Adelphi Friends Meeting, and Friends Meeting of Washington, recently attended sessions by Sanctuary DMV and have begun conversations about becoming sanctuary congregations. In order to join the network of Sanctuary Congregations, a religious community signs on to the following statement:

"We are a network of congregations in the DC/MD/VA region that are providing support and solidarity to neighbors, friends, and family who fear being detained, deported or profiled. Our faith will not allow us to permit the crimi-

nalization and scapegoating of immigrants and people of color. In the face of hate and discrimination we are committed to showing love, compassion and hospitality. There are many ways to stand with people who are being targeted. Some congregations are hosting people who are at risk of deportation; others are supporting congregations that are hosting; **accompanying people to ICE check-ins and legal hearings; holding Defend Your Rights trainings; setting up Rapid Response networks to show up when ICE raids take place; and pressing their cities and states to get ICE out of schools, jails and courts and end all policies that racially-profile and over-incarcerate people of color.** [bold face added to designate actions that do not involve the risk of legal repercussions for the participating congregations]. Please join us!”

Meetings can visit sanctuarydmv.org for more information. Additionally, Linda Rabben of Adelphi Friends Meeting is an author, an organizer and a public speaker with a focus on the sanctuary movement.

ATTACHMENT I2017-08

OPEN LETTER REGARDING PLANS TO NULLIFY DEFERRED ACTION FOR CHILDHOOD ARRIVALS

January 18, 2017

The Honorable Donald J. Trump 1717 Pennsylvania Ave.,
NW Washington, D.C.

RE: REQUEST TO NOT END DEFERRED ACTION FOR CHILDHOOD ARRIVALS
FOR DREAMERS

Dear President-Elect Trump:

On behalf of the 868 undersigned national, state, and local religious, civil rights, ethnic, and immigrant rights organizations, we ask your Administration to continue Deferred Action for Childhood Arrivals (DACA), which provides employment authorization and protection from deportation for certain undocumented immigrants who entered the United States before the age of 16 and have deep familial, economic, and social ties to our country. Supported by 58% of the American public and originally established through a June 15, 2012 memorandum by 1 then-Secretary Janet Napolitano, DACA has become one of our nation’s most successful 2 immigration policy initiatives, providing relief to over 741,546 individuals while fostering economic growth and strengthening national security. The continued existence of DACA is of 3 particular importance in light of the introduction of the Bar Removal of Individuals who Dream and Grow our Economy (BRIDGE Act), which would provide interim relief to this population. The protection of these individuals has strong historical bipartisan support, would foster continued economic growth, aligns with your Administration’s national security goals, and would represent a genuine overture to the Latino and immigrant communities.

Historically, there has been significant bipartisan support to provide relief for the type of individuals protected under DACA, e.g. young adults and children who entered the United States before the age of 16. Most recently, this support has manifested through the introduction of the BRIDGE Act by Senators Lindsay Graham (R-SC) and Dick Durbin (D-IL). The BRIDGE Act would provide provisional protected presence for individuals who currently hold or are eligible for DACA, granting employment authorization and protection from deportation. While DACA should continue regardless of whether the BRIDGE Act is enacted into law, its introduction signals the deep commitment that our nation has to these individuals.

Preserving DACA also represents a good deal for our nation's economy. Eighty-seven percent of DACA recipients are employed by American businesses. Critically, forcing businesses, including 5 small businesses, to terminate the employment of nearly one million individuals who they have trained and invested in represents a significant economic disruption, with employers estimated to incur \$3.4 billion in turnover costs. Terminating the employment authorization of 741,546 individuals-87% of whom are employed-would lead to the loss of \$24.6 billion in Social Security and Medicare contributions over a decade. Furthermore, ending DACA would destroy 7 a staggering \$433.4 billion from the GDP cumulatively over a decade.

Importantly, the continued implementation of DACA represents sound policy to significantly improve our nation's national security and public safety. In terms of national security, the Armed Forces rely on DACA recipients who are fluent in critical languages or possess medical professional skills essential to the defense of our nation to serve. Moreover, DACA recipients, 9 by definition, have all been individually vetted for criminal, public safety, and national security concerns. In terms of public safety on our nation's roads, DACA has reduced the number of 10 unlicensed drivers on our roads, with 90% of DACA recipients obtaining a driver's license or state identification card as a result of DACA. Moreover, access to driver's licenses and vehicles is directly related to increased public safety through an increase in insured and licensed drivers.

Finally, the continued existence of DACA would represent a serious overture to the Latino and immigrant community. Forty-one percent of DACA recipients have immediate family members who are over the age of 18 and U.S. citizens, 80% of whom are registered to vote. DACA's 13 continued existence represented a significant motivator for Latino voters in the recently concluded 2016 elections and, likely, in future elections as well. Ending DACA would adversely 14 affect DACA recipients and their U.S. citizen relatives in every state, including Florida (29,384), Arizona (27,088), North Carolina (26,752), Nevada (12,503), Virginia (11,319), Wisconsin (5,118), Michigan (4,215), and Pennsylvania (3,646).¹⁵ DACA represents one of our nation's most successful immigration initiatives. Ending DACA would cause the unprecedented disruption to nearly one million individuals who contribute to our economy, have deep ties to our community and consider themselves American. As you said in your election night victory speech, "I pledge to every citizen of our land that I will be president for all Americans." Preserving DACA would be a powerful first step toward fulfilling 16 that promise.

Thank you for your consideration of this request. If you have any questions, please contact Jose Magana-Salgado at jmagana@ilrc.org or 202-777-8999 or Jill Marie Bussey at jbussey@cliniclegal.org or 301-565-4844.

Sincerely,

Currently has been Signed by 850 plus national and local organizations

For full list go to <https://www.ilrc.org/letter-850-ngos-daca>

ATTACHMENT I2017-12

MANUAL OF PROCEDURE COMMITTEE REPORT

Manual of Procedure Committee
Report to Interim Meeting Third Month 18, 2017
Richmond Friends Meeting

The Manual of Procedure Committee (MoP) met in person at the Manasses Panera on Second Month, 11th Day. Attending were Peggy Dyson-Cobb (Maury River), Susan Kaul (Bethesda) (clerk), and Susannah Rose (Patapsco). Alison Duncan (Adelphi) could not attend. We found time for worship, friendship, a few cups of coffee, and as always, laughter.

Substantive Changes:

1. pg 6, **Search Committee**, first paragraph, underlined new material and ~~old material struck through~~:

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), and forwarded to the Yearly Meeting for approval. Their service begins immediately after the Annual Session of Baltimore Yearly Meeting. ~~two appointed each year to serve a term of three years. These persons~~ Search Committee members attend Interim Meeting. No person may serve for more than six consecutive years. The Committee may not co-opt additional members.

Search Committee, clean copy:

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 (appointed by Interim Meeting), and forwarded to the Yearly Meeting for approval. 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.

2. pg 11 & 12, **Camp Property Management Committee**, complete entry, underlined new material and ~~old material struck through~~:

The Camp Property Management Committee (CPMC) consists of ~~six~~ 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 twice a year.~~

~~The Committee will normally meet at least twice~~ six to eight times per 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, Family Camp Weekends, 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; and (3) oversee the content and direction of the Camp Property Manager's work; and to support the Camp Property Manager with specific projects as needed. The 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 this 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 ~~will~~ manages the camp properties as one financial entity and ~~will~~ prepares its operating and capital budgets, ~~which will be listed separately within the~~ are presented to the Stewardship and Finance Committee and incorporated into the Yearly Meeting operating and capital budgets. For this purpose, appropriate accounts will be established, including a capital re-serve account.

~~The committee will be~~ is responsible for setting camp rental fees, ~~the fees for the use of the properties.~~ All income generated by the camp properties, including camp property rental, timber sales of natural resources, gifts and bequests will be available for the operation and development of the camp properties. ~~Gifts and bequests may be received into the committee's accounts. Financial statements will be prepared annually at the same time as the Yearly Meeting accounts, of which they will form a part.~~

The Committee ~~will~~ reviews and remains familiar with the content of the Youth Safety Policy (Appendix D) and other relevant Yearly Meeting policies in order to ensure that the practices of the Committee reflect the guidelines adopted by the Yearly Meeting, ~~to promote the safety of our youth and youth workers.~~ The Committee ~~will~~ provides any necessary CPMC staff and volunteer training and ~~will~~ insure ensures that programs and events are ~~carried off~~ held in compliance with policy guidelines.

(clean copy)

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, Family Camp Weekends, 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 Camp Property Manager with specific projects as needed. The Committee, in cooperation with Camp Property 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 this 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 & 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.

3. pg 25 and 26 **FRIENDS HOUSE, INC.**, complete entry, underlined new material and ~~old material struck through~~:

Friends House, Inc. Friends House Retirement Community

ed. note: The governance of Friends House, Inc. is under review

Friends House, Inc., established in 1966, is governed by a self-appointed 14-19 member Board of Trustees Directors.

Beginning in 2017, Baltimore Yearly Meeting 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 FH Board, the approved Director would begin their term the following September.

BYM will not consider current FH Board Directors for nomination in 2017, 2018, and 2019.

consisting of 12 members nominated by the Nominating Committee and appointed by the Yearly Meeting, four each year for three year terms, plus seven members nominated by the Board of Trustees of Friends House, Inc. and also appointed by the Yearly Meeting for threeyear terms, two each year in two years and three the following year. An appointment begins with the next meeting of the Board of Trustees after the Yearly Meeting Session that made the appointment. A person may serve no more than two consecutive terms. All trustees are selected from the members of the Religious Society of Friends.

~~Trustees~~ ~~Directors~~ attend regular meetings of the Board, conduct business, participate on Board committees, and help keep the Yearly Meeting informed of the work of the Board in operating a retirement home CCRC (Continuing Care Retirement Community) near in Sandy Spring, Maryland.

Friends House Nursing Home.

ed. note: The governance of Friends Nursing Home, Inc. is under review
~~Friends Nursing Home, Inc., established in 1968, has the same 19 persons as their Trustees with the same conditions of appointment and of service as the members of the Board of Trustees of Friends House, Inc.~~

~~The Trustees operate Friends Nursing Home and keep the Yearly Meeting informed of its progress.~~

NEW COPY:

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 60 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 CCRC (Continuing Care Retirement Community) in Sandy Spring, Maryland.

ATTACHMENT I2017-13

AD HOC FAITH AND PRACTICE PROCESS

CLARIFICATION COMMITTEE REPORT

ad hoc Faith and Practice Process Clarification Committee

Report to Third Month 2017 Interim Meeting

1. Charge approved at Tenth Month 2016 Interim Meeting

Baltimore Yearly Meeting establishes an ad hoc Faith and Practice Process Clarification Committee, which is asked to bring forward a proposal for a first reading at Interim Meeting in March 2017 to 1) offer changes to the Manual of Procedure entries relating to Faith and Practice and 2) provide more detailed guidance to the Faith and Practice Revision Committee (F&PRC) on how to approach its work. A second reading of its proposal would come to Interim Meeting in June 2017. If Interim Meeting reaches unity on a way forward at that time, the ad hoc Committee would be laid down, and the Nominating Committee would be asked to bring names for the F&PRC to Annual Session.

The Presiding Clerk and Clerk of Interim Meeting will name the clerk(s) of the ad hoc Committee, and participation on the Committee would be open to all. All are asked to help ensure diverse participation on the Committee by encouraging Friends to participate that would help achieve that diversity. The Yearly Meeting Presiding Clerk and Clerk of Interim Meeting will ensure that the Committee is diverse. Committee meeting times and locations will be publicized on the Yearly Meeting website and shared by email with those who have requested to be notified of them.

2. Ad hoc committee membership

- Karen Cunyngnam, Annapolis (clerk)
- Kevin Caughlan, Sandy Spring
- Jamie DeMarco, Homewood/Adelphi
- Walt Fry, West Branch
- Peirce Hammond, Bethesda
- Susan Kaul, Bethesda
- Darcy Lane, Sandy Spring
- Fred Leonard, Stony Run
- Ann Marie Moriarty, Adelphi
- Marcy Baker Seitel, Adelphi
- Ken Stockbridge, Patapsco
- Susan Russell Walters, Homewood

3. Schedule

We held two meetings in January and one in February. We have three listening sessions scheduled in April (see below), as well as a planning meeting prior to the listening sessions. We will have additional meetings in May, June, and July, bring another report to Sixth

Month Interim Meeting, and bring a final report to Annual Session. We expect to be laid down at Annual Session.

4. Status of our work

We organized the issues we plan to address under three categories:

1. Committee description, for Manual of Procedure (on p. 14 of MoP in 2016 Yearbook)
2. Committee procedures, for Manual of Procedure Section X, “Changes in *Faith and Practice*” (p. 29 of MoP in 2016 Yearbook)
3. Current guidance and advices to Committee, proposed as an advisory minute for consideration at Annual Session.

a. We started with the **first category** and agreed to recommend the following for the committee description in the *MoP*:

- The name of the committee should be the Faith and Practice Committee (striking “Revision” from the name)
- The Faith and Practice Committee should be a standing committee
- The Faith and Practice Committee should be deliberate in its relationship with other committees, particularly the Ministry and Pastoral Care Committee
- The Faith and Practice Committee should have six to ten members
- Nominating Committee should consider diversity of faith and of practice when nominating members to the Faith and Practice Committee
- Standard guidance on committee composition, diversity, and rotation applies. As that is stated elsewhere in the *Manual of Procedure*, it is not stated in the proposed committee description.

b. We also began to address questions falling into the **second category**, and agreed to recommend the following in Section X of the *MoP*:

- The Faith and Practice Committee will take proposed changes to *Faith and Practice* first to Interim Meeting and then to Annual Session
- The Faith and Practice Committee may receive seasoned suggestions for changes to *Faith and Practice* from:
 - 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 regularly review *Faith and Practice* and initiate their own changes
- *Faith and Practice* should be a living document, with changes brought forward as needed (although not as frequently as is done for Manual of Procedure)
- Individuals with proposed changes should work through their local Meeting. The Faith and Practice Committee will help individuals with this process, working to ensure that all concerns are seasoned at the appropriate level.
- Parallel to the *Manual of Procedure* process, “In the interest of accuracy and clarity, the Faith and Practice Committee may copy-edit the *Faith and Practice*.”

We also discussed whether membership on the Faith and Practice Committee should be restricted to members of a BYM Monthly Meeting. We agreed we need input from the larger body about this.

c. Third category issues we plan to consider for an advisory minute include (although are not constrained to):

- Should *Faith and Practice* present the range of faith and practice in BYM? Attempt to describe a norm? Should the document be aspirational (what we want to be in addition to what we are now?)
- What is the target audience of *Faith and Practice*? What is/are its purpose(s)?
- Should faith be the primary focus of the new Faith and Practice committee?
- Should the new committee start with the approved 1988 *Faith and Practice* or the proposed 2013 version? How can the work of the committee that developed the 2013 document best be honored and used? How will proposed changes be identified relative to the current version?
- How should previously submitted suggestions be used? How should new suggestions be solicited? How should inputs be shared with the YM?
- Should the Faith and Practice Committee plan to revise the entire document, revise parts, or develop a new document? How should changes be presented?
- How should local Meetings be engaged in dialog about *Faith and Practice*?

Our working plan is to address these and other issues in a proposed advisory minute that can serve as an agreed-upon starting point for a newly appointed Faith and Practice Committee.

5. Listening sessions

We have scheduled three listening sessions, two of them in conjunction with Stewardship and Finance's Apportionment meetings. Please come and join the dialog. Your participation will help us provide necessary guidance to a new Faith and Practice Committee.

- April 15, Bethesda Friends Meeting, 1 to 3 pm
- April 22, Floyd Friends Meeting, after the apportionment meeting
- April 29, Nottingham Monthly Meeting, after the apportionment meeting

If you are unable to attend a listening session, we welcome your thoughts and comments via email to fandp@bym-rsf.org.

6. Proposed language for the Manual of Procedure

Working Draft of Committee Description: Faith and Practice Committee (p. 14 of 2016 Yearbook)

The Faith and Practice Committee consists of six to ten persons nominated by the Nominating Committee and appointed by the Yearly Meeting, with care to name Friends that reflect the theological spectrum of Friends within the Yearly Meeting as well as the spectrum of contemplative and activist Friends.

The Committee engages with the constituents of the Yearly Meeting in exploring and clarifying our continually evolving experience with Quaker faith

and practice, seeking to have the published *Faith and Practice* reflect it. To that end, the Committee is encouraged to seek ways to collaborate with other committees of the Yearly Meeting as well as engage with local Meetings. The Committee seasons potential changes to the document and proposes them to the Yearly Meeting in accordance with the process laid out in Section X. “Changes in Faith and Practice” in the *Manual of Procedure*.

ATTACHMENT I2017-14

PRESIDING CLERK’S REPORT

Presiding Clerk’s Report to Interim Meeting
Baltimore Yearly Meeting, 3rd Month, 2017
Building the Blessed Community

A few weeks ago, I received an email from the American Friends Service Committee (AFSC) inviting Friends to fill out a virtual post-it note that would be shared at its upcoming centennial celebration. The note would begin with “I wage peace by...” and then I would fill in the blank. At first, I reacted with a little bit of despair and regret, finding it hard to come up with an answer. I am not feeling very much like an activist these days, I’m afraid, believe it or not. Not that the need for activism has ever been greater! For one, my activities as Presiding Clerk tend to keep me pretty fully occupied. The question stuck with me for a few days.

The day after the election, I found myself with a slightly different quandary. In a moment of prayerful reflection, a message occurred to me. It was about the need for respect in democracy, and in turn, listening deeply to each other. The message lifted up the practice of Friends in at least trying to reach decisions that include everyone and the role of respect and deep listening in helping make that possible. I thought about posting it on the BYM Facebook page, in my role as Presiding Clerk. I shared it with some Friends and received generally encouraging responses. Then it occurred to me to consider whether sharing such a message was within my job description. I found that it wasn’t. I did not find anywhere that my role included being a spokesperson for the Yearly Meeting. It is not clear to me that I have the authority to make such statements. I did post the message, but only to my personal Facebook page. The General Secretary did put out a statement to the Yearly Meeting later.

More generally, I must confess that I am unclear on how to do public statements in a way that maximizes their value and effect. When major events grip the public’s attention, as with Paris, or Orlando, or Trayvon Martin, or the election, or the travel ban—there really is no end to the list—we often hear from people wondering if the Yearly Meeting plans to release a statement and in a timely way. This question has been under discussion by the ad hoc HOPE Committee, as I trust you are aware. It has not generally been the practice of the Yearly Meeting to issue such statements without going through business meeting, though some Yearly Meetings and other Quaker organizations do. We do seek the guidance of the body on this. My own sense is that ideally such statements rise up from the work of our committees.

Over the years, when minutes of concern have come to the body for consideration, I have noticed that a certain set of responses invariably come from the floor, if the minutes have not already anticipated them, including

- What is the spiritual basis for this concern?
- Who will see this? Now that we've approved it, what are we going to do with it?
- The words are great, but what are we going to actually do?

Personally, the minutes and statements that I have found most satisfying and compelling are the ones that specify clear action steps that we commit ourselves to in response to the concern. A well-known Quaker saying is "Let your lives speak." Last summer, George Lakey quoted his mentor, Bayard Rustin, as saying, "The proof of our testimonies is not in our words but in our actions." How can we approach public statements so that they also carry us toward action and transformation? These are questions I struggle with. I welcome your guidance.

Eventually, a response to that AFSC email did occur to me. "I wage peace by helping to build the blessed community." That is the essence of how I understand my personal calling as well as my role as Presiding Clerk. It's one way to wage peace. I hope in some way and on some level, you feel the same calling. I see building the blessed community as an integral part of the life of the Spirit and the Quaker Way. What, after all, do we mean by the "testimony of community?"

Within our community, we have two strands in particular: contemplation and activism. People come to us with varying levels of focus and gifts for each of them. Our blessed community provides a space in which we can support each other in growing into those gifts and leadings, and ideally, in which we can integrate them as mutually supportive and essential aspects of the life of the Spirit.

How do I—how do we—help build the blessed community, out of which effective witness comes?

One part of that is eldering, in the best sense of the word. That word has taken on a lot of baggage over the years. To many, it first evokes a sense of scolding. We need to reclaim the term or come up with a better one. Many associate eldering with providing guidance on vocal ministry that has been shared in worship. Eldering does include that, but it is so much more. Eldering is first and foremost about encouraging each other, calling out each other's gifts, and nurturing them. It's about supporting ministry by helping find clearness on our leadings and then supporting each other in fulfilling them. Eldering is also about healing our community when conflicts and hurts arise and nurturing a sense of safety, a depth of sharing and concern, and a rich and spiritually vital community—the blessed community.

Another part of building the blessed community is facilitating the life of our community, including our process for discernment and making decisions. That's work we all contribute to, not just our clerks. In our current polarized political environment, making decisions that include everyone, if only within our own Quaker community, is a revolutionary act. Doing that requires more than good clerking. It requires all of us nurturing a web of caring

relationships, nurturing spiritual depth as individuals and as a community, and seasoning our decisions in a way that everyone feels heard and included.

The better we get at all that, the farther we get toward becoming that blessed community, then the closer we all get to becoming the people that God, that Love, that Truth wants us to be and created us to be, ready to witness and invite the whole world into the Covenant of Peace.

Love and Light,
Ken Stockbridge, Presiding Clerk

ATTACHMENT I2017-15 DEVELOPMENT REPORT

2016 BYM Gift Reporting and Analysis

- 2016 Gifts: **\$496,450.34** (includes **\$121,200** in pledges) from 649 giving units (couple/fam counts as 1)
 - 2015 Gifts: \$326,607.43 (\$367,666.43 including the pledges) 620 Donors
 - 2014 Gifts: \$308,569.20 with no pledges. 543 Donors

2016 Fundraising Summary

<u>UNRESTRICTED: GENERAL FUND</u>	<u>1ST QTR</u>	<u>2ND QTR</u>	<u>3RD QTR</u>	<u>4TH QTR</u>	<u>SUM ACROSS</u>
General Fund (unrestricted)	7,769.17	6,375.00	7,015.00	26,234.63	47,393.80
GF: Pledges	0.00	0.00	0.00	15,000.00	15,000.00
GF: Gifts-in-kind	87.15	3,904.94	0.00	3,703.44	7,695.53
General Fund SUBTOTAL	7,856.32	10,279.94	7,015.00	44,938.07	70,089.33
<u>UNRESTRICTED: PROGRAM OPERATING</u>					
Joint Camp Operating (use as needed)	0.00	0.00	0.00	0.00	0.00
Camp Program (current schps; MM gifts)	11,951.00	13,158.02	14,556.50	24,229.91	63,895.43
Camp Alumni Fund	0.00	0.00	0.00	0.00	0.00
Camp Properties - operating	15.00	15.00	25.00	43.37	98.37
Camp Operating Subtotal	11,966.00	13,173.02	14,581.50	24,273.28	63,993.80
Annual Session (cash gifts)	0.00	0.00	417.00	0.00	417.00
Youth Program, JYF, YF	0.00	0.00	0.00	675.00	675.00
Spiritual Formation	25.00	50.00	85.00	25.00	185.00
Women's Retreat	1,740.95	33.39	29.34	891.39	2,695.07
Special Projects (e.g. Devt Dir; Roof)	0.00	0.00	0.00	0.00	0.00
Other Operating Subtotal	1,765.95	83.39	531.34	1,591.39	3,972.07
Program Operating SUBTOTAL	13,731.95	13,256.41	15,112.84	25,864.67	67,965.87
<u>RESTRICTED BY DONOR</u>					
Cabin Fund; Camp Capital Projects	19,249.00	7,176.50	38,102.59	202,233.95	266,762.04
Miscellaneous Donor-Restricted	0.00	75,000.00	12,851.00	0.00	87,851.00
Donor Restricted SUBTOTAL	19,249.00	82,176.50	50,953.59	202,233.95	354,613.04
<u>RESTRICTED: ENDOWMENT</u>					
Barry Morley Endowment	147.10	0.00	425.00	3,110.00	3,682.10
Educational Loan Fund	0.00	0.00	0.00	100.00	100.00
Permanently Restricted SUBTOTAL	147.10	0.00	425.00	3,210.00	3,782.10
2016 Quarterly TOTAL	40,984.37	105,712.85	73,506.43	276,246.69	496,450.34
2015 Quarterly TOTAL	103,765.00	46,113.32	31,697.03	146,252.08	327,827.43

- **Thank you to the Development Committee for your continued support. You are AWESOME!**

ATTACHMENT I2017-17

AD HOC HEALTHY ORGANIZATION AND PURPOSEFUL EVOLUTION (HOPE) COMMITTEE REPORT

Ad Hoc Healthy Organization and Purposeful Evolution (HOPE) Committee Report to Interim Meeting, Baltimore Yearly Meeting 3/18/17

About two years ago, your Yearly Meeting clerks started to develop the idea for the ad hoc Healthy Organization and Purposeful Evolution (HOPE) Committee. We were aware of pressing needs in our Quaker community. Too many local Meetings expressed a lack of connection to the Yearly Meeting and questioned what they were getting for their apportionment dollars. Some committees, especially ones that most directly serve our local Meetings, were struggling; they were struggling to find willing and capable clerks, to find spiritual vitality and clarity of purpose in their work, and to sustain participation in the work by members. Additional staffing needs were being lifted up just as our current staff was becoming increasingly overworked and at risk of burning out.

Many of these issues had been identified and explored in the work of our ad hoc Vision Implementation Committee, which had just given its final report and been laid down. The HOPE Committee was conceived to carry that work forward with a particular and urgent focus on what could be done in the short term to start to address these three interconnected concerns about our local Meetings, committee function, and staffing.

Last August, the Committee gave what it hoped would be its final report. It worked hard and well to season these concerns and reached its own clarity on the way forward, just before Annual Session. Of course, we soon realized that we had not yet engaged the wider community in our discernment and that further seasoning would be required. You extended our charge through this Interim Meeting in 3rd Month, 2017.

Several members of the original committee, including one co-clerk, asked to be released, leaving us with six. We did have two new committee members who were also brand new to their jobs as Clerk of Interim Meeting and General Secretary. They needed time to get acclimated to their new jobs and bring their new understanding to the work of the committee. Then we lost another committee member in the fall, and just recently lost our other co-clerk to the realities of juggling work, education, and Quaker service at the same time. And now we are four: your two Yearly Meeting clerks and two staff members—the General Secretary and Camp Property Manager.

Let us refer you to the Committee's report to Annual Session last year, which is on page 132 of your Yearbooks. There you will find a summary of our work, our conclusions, and our four recommendations:

- Create committee clusters to increase communication and coordination and decrease duplication of effort.
- Adjust BYM staffing to increase ability for staff to focus on supporting local Meet-

ings and volunteers.

- Increase training and support for committee clerks.
- Create an Executive Committee.

The first and third of these recommendations did not require action by the body since they are within the purview of your Yearly Meeting clerks to carry forward. Still, they address key issues affecting our committees, which in turn profoundly affect our committees' capacity to serve local Meetings. Since Annual Session, we have focused on the staffing recommendation, which we have revised, shared with some committees, and bring forward to you today. After Interim Meeting, we will turn again to the question of an executive committee.

Today, we ask the Yearly Meeting to consider two action items:

- Extend the Committee's charge through Annual Session, 2017, and
- Approve the staffing recommendation below.

The Vision: Our vision statement proclaims that we are called as a community to:

- Deepen our spiritual experience and practice,
- Support local Meetings and increase local Meeting participation in BYM,
- Teach and nourish our Quaker faith and practice,
- Grow our membership and reach out to include people of all ages, skin colors, socio-economic backgrounds, and other identities,
- Serve and witness to the world, and uphold and promote Quaker values.

This is our vision. This is our moment. The world needs the enduring power of Love and Spirit-led vision and voice, as witnessed to by Friends for centuries, as never before.

The following recommendation from the ad hoc HOPE Committee focuses on how we can organize and develop our staff to better support our local Meetings, the Yearly Meeting committees that serve them, and the wider BYM community as we move toward our common vision. These changes will also help to create and foster a more sustainable work environment for our staff.

The Challenge: The staff workload has increased significantly over time, as our programs and activities have expanded. The requirements for running camps and youth programs have become much more complex. The number of volunteers involved in carrying out BYM programs has declined, but more importantly, much of the work we now need to do is more specialized than volunteers can reasonably be expected to do. The administrative burden, in particular, is competing with our staff capacity to support local Meetings directly and indirectly by helping all our committees function better, as well as our capacity to address critical needs at our camps. We are now at the point that the workload is too much and more staff are needed.

The Recommendation: Adjust staffing to increase support for local Meetings and BYM committees.

We propose that

- Interim Meeting ask the General Secretary and Supervisory Committee to season job descriptions for the positions described below and bring them back to Interim Meeting for approval, and
- ask the Stewardship and Finance Committee to explore the feasibility of funding these staffing changes and bring back its recommendation to Interim Meeting and Annual Session as part of the 2018 budget, where
- the staffing changes would include the following, in order to increase the capacity of the General Secretary and other staff to support local Meetings and the Yearly Meeting committees that serve them:
 - Establish a full-time Administrative Assistant position to provide administrative support to other staff and committees and to release other staff to better support local Meetings, committees, and volunteers.
 - Change the Administrative Manager position to an Associate General Secretary (AGS) position to assume some of the General Secretary's current responsibilities and to release the General Secretary (GS) to better support local Meetings and committees.

Administrative Assistant: This full time position would report to the AGS and would provide administrative support to all office staff. This position would allow other staff to focus on increased support for local Meetings and BYM committees, developing programs, and managing our camping program and property. This position would also create some much-needed depth to our staffing, providing critical back-up coverage for both planned staff leave and unplanned absences. Here are the kinds of things a full time Administrative Assistant would do:

- Assist in assembling information and packets for Annual Session and Interim Meetings,
- Assist members in registering for BYM programs,
- Assist in communications about BYM programs and activities,
- Assist the Registrar and other staff and volunteers at Annual Session,
- Assist in gathering information, preparation and distribution of the Yearbook,
- Maintain Yearly Meeting membership and camp alumni databases,
- Assist Camp Program Manager in regulatory submissions, filings, recordkeeping, and other administrative tasks as needed,
- Assist Camp Property Manager in off-season property rentals, rental payment processing, maintaining rental calendar, and other administrative tasks as needed,
- Collect and archive BYM committee minutes and provide other administrative support to committees,
- Answer the phones and welcome visitors,
- Open and distribute mail and process receivables,
- Order office supplies, and
- Maintain office and meeting room calendar.

Most of these tasks, today, are done by the Administration Manager, or by other staff who must set aside other responsibilities when he is absent. Also, the position

replaces the current, temporary, quarter-time administrative assistant position, which began last summer using available funds. The net result is adding $\frac{3}{4}$ of a full-time position. The current bookkeeping assistant position is not affected.

Associate General Secretary (AGS): The AGS position would replace the Administration Manager position. The AGS would have primary responsibility for managing the operations of the BYM office, sharing many of the responsibilities now carried by the General Secretary (GS). For example, the AGS would:

- Develop and implement more effective and engaging communications strategies and platforms,
- Increase support to BYM committees and officers,
- Help build and sustain relationships among staff, committees, volunteers,
- Serve as the principal office administrator, with responsibilities for office operations, budget, equipment, IT support, maintenance, physical plant, and property,
- Administer the employee handbook, benefits, policies, programs, and records,
- Identify and recommend policy changes to Trustees and/or relevant committees and ensure that Yearly Meeting policies and practices are in accord with laws and regulations, and
- Ensure record management procedures are clear and consistently implemented by staff and committees

The AGS would still have many of the same responsibilities that the Administration Manager currently has, but the new role would be more of a supervisory position. For example, the AGS would still be the lead staff person supporting the production of the Annual Session and Interim Meetings, but he would have an assistant who would carry out much of the work. He would still be in charge of producing the Yearbook and other publications, but he would have help to get these projects done. He would continue to provide vital support to BYM committees and programs.

The creation of the AGS position would take significant responsibilities off of the GS's desk. It would release the GS to

- Provide more Spirit-led strategic leadership for BYM,
- Strengthen relations with local Meetings and services to them, including visits and consultation on issues they are facing and putting them in touch with relevant resources,
- Reach out to new people and communities to grow our membership and diversity,
- Communicate more frequently both within the Yearly Meeting and with external audiences, promoting Quaker values,
- Raise funds, and
- Engage with other Friends organizations and other groups to expand the reach of the Yearly Meeting and the Religious Society of Friends.

Taking into account their respective gifts and in consultation with the Supervisory Committee, the General Secretary and the AGS would have discretion to divide between them the responsibilities for local Meeting support, spiritual nurture, committee support, and volunteer support.

These staffing changes would involve an additional annual expense of approximately \$60,000. (This includes salary and benefits for the new, full time Administrative Assistant; less current hourly wages for the current, temporary, part time Administrative Assistant; plus an increase in salary for the AGS position over what we currently pay for the Administration Manager position.) We believe this expense is well within BYM's means. We believe this represents an investment in BYM's vision and future. With strengthened, vital local Meetings, well-supported committees, and increased engagement throughout BYM, we anticipate significant returns on this investment – both for the Spiritual life of the Yearly Meeting and for the willingness and capacity of local Meetings to contribute financially.

ATTACHMENT I2017-18

SUPERVISORY COMMITTEE ANNUAL REPORT

2017 Annual Report Supervisory Committee

The Supervisory Committee guides and supports the work of the General Secretary of Baltimore Yearly Meeting and ensures support for and care of all staff members of the organization. Committee members are Sheila Bach, Mary Campbell, clerk, Peirce Hammond, recording clerk, Clinton Pettus, Marcy Seitel, Ken Stockbridge, and Tom Hill. The Committee has met monthly in person.

Since our last annual report, Supervisory Committee approved the candidate for General Secretary forwarded from the ad hoc search committee. This candidate, Ned Stowe, was presented to and approved by Interim Meeting in June 2016. The Committee arranged opportunities for Ned to meet with staff, committee clerks, and local meeting clerks prior to his final acceptance of the position. He began work in July.

Ned Stowe had only served as General Secretary for four months when Supervisory Committee began its annual evaluation process. The Supervisory Committee noted that Ned was building healthy and helpful interpersonal relationships with Friends and committee members across the Yearly Meeting. He attended Annual Session, had visited two of the camps and attended many of the Quarterly Meetings in his first months. He managed the difficulties that arose when the final bids for the new Catoctin bathhouse were more than twice the working estimates.

A subcommittee met with all staff to discuss their work and that of the General Secretary. The Committee has also taken the staff out to lunch twice in the past year.

At our March meeting, the Supervisory Committee shared personal assessments as well as the information that was received from staff, Meeting officers, committee clerks, and local Meeting clerks. Supervisory Committee united around continuing to employ Ned Stowe as General Secretary of Baltimore Yearly Meeting.

In summer of 2016 Supervisory Committee approved the Interim General Secretary hiring a part-time temporary administrative assistant with available personnel funds in anticipa-

tion of the HOPE Committee recommendation and in light of pressing needs. Supervisory now asks Interim Meeting to approve an average of 11 hours per week of administrative support through the end of 2017. There is already money for this in the budget. As outlined in the HOPE Committee report, our current employees can devote their time to their more complex work if they have this administrative support.

2017 Budget and Human Resources Costs: Office of Baltimore Yearly Meeting human resources costs for 2017 are projected as follows:

Category	
Aggregate Salary ¹	567,754
Employer Portion of FICA Tax	43,433
Benefits, including health care and contributions to 403(b)	148,397
Employee contributions to health insurance	(12,217)
Total Human Resources Costs²	747,367

¹ Includes a full-time, grant-funded position (Outreach and Inclusion Coordinator)
² 1.2 percent COLA increase and a 1 percent general increase, effective First Month, 2017

ATTACHMENT I2017-19

TREASURER’S REPORT

STATEMENT OF ACTIVITIES FROM 1/1/2016 THROUGH 12/31/2016

A	B	C
1 Description	2016 Budget	2016 Actual
2 Revenues		
3 Apportionment		
4 Apportionment	462,200	453,443
5 Apportionment Adjustments	(6,500)	0
6 Total Apportionment	455,700	453,443
7 Unrestricted Contributions		
8 Contributions	180,000	107,213
9 In Kind Contributions	0	13,118
10 Total Unrestricted Contributions	180,000	120,331
11 Attendance Fees		
12 Total Attendance Fees	980,411	1,034,657
13 Sales		
14 Book Sales	10,930	4,562
15 Clothing Sales	10,250	8,647
16 Other Sales	400	0
17 Total Sales	21,580	13,208
18		
19 Property & Vehicle Rental	18,600	12,097

20	Interest	3,000	20,134
21			
22	Other Income		
23	Released Funds	274,162	299,119
24	Gain (Loss) on Sale of FA	6,500	2,600
25	Other Income	100	18,647
26	Total Other Income	280,762	320,366
27			
28	Total Revenues	1,940,053	1,974,235
29			
30	Expenses		
31	Administrative	452,499	419,276
32	Annual Session	95,165	80,486
33	All Other YM Program	37,250	51,674
34	Combined Camp	1,057,192	1,027,048
35	Committee	12,650	9,537
36	Development	137,748	151,828
37	Youth Programs	60,255	54,703
38	Outreach & Inclusion	75,000	74,142
39	Total Expenses	1,927,759	1,868,694
40			
41	Net Operating Activity	12,294	105,541
42			
43	Retricted Transactions		
44	Restricted Contributions	145,000	284,512
45	Designated Income	10,000	303
46	Interest & Dividends on Restricted Funds	3,000	46,978
47	Unrealized Gain (Loss)	0	40,542
48	Realized Gain (Loss)	0	22,086
49	Total restricted income	158,000	394,421
50			
51	Expenditures to meet restrictions	174,998	299,119
52			
53	Net Restricted Activity	(16,998)	95,302
54			
55	BYM Income Over (Under) Expenses	(4,704)	200,843

BALANCE SHEET
AS OF 12/31/2016

A	B	C
1 <i>(In Whole Numbers)</i>		
2		
3	At 12/31/15	At 12/31/16
4		
5 Assets		
6 Current Assets		
7 Cash & Cash Equivalents	455,492	334,779
8 Apportionment Receivable	6,521	7,558
9 Student Loans & Pledges Receivable	101,013	172,058
10 Other Accounts Receivable	206,413	156,456
11 Prepaid Expenses	<u>50,369</u>	<u>54,493</u>
12 Total Current Assets	819,807	725,344
13 Long-term Assets		
14 Property & Equipment	2,010,775	2,156,842
15 Long-term Investments	<u>1,131,402</u>	<u>1,276,100</u>
16 Total Long-term Assets	<u>3,142,177</u>	<u>3,432,942</u>
17 Total Assets	<u>3,961,984</u>	<u>4,158,286</u>
18		
19 Liabilities		
20 Short-term Liabilities		
21 Accounts Payable	32,558	35,532
22 Deferred Revenue	31,744	23,133
23 Other Short-term Liabilities	<u>63,826</u>	<u>64,922</u>
24		
25 Total Liabilities	<u>128,128</u>	<u>123,587</u>
26		
27 Net Assets		
28 Beginning Net Assets		
29 Net Assets		
30 Unrestricted	2,303,516	2,534,844
31 Designated	14,999	1,586
32 Temp Restricted	915,518	910,940
33 Perm Restricted	<u>382,799</u>	<u>386,486</u>
34		
35 Total Beginning Net Assets	3,616,832	3,833,856

36	Current YTD Net Income		
37			
38	Total Current YTD Net Income	<u>217,024</u>	<u>200,843</u>
39	Total Net Assets	<u>3,833,856</u>	<u>4,034,699</u>
40			
41	Total Liabilities and Net Assets	<u>3,961,984</u>	<u>4,158,286</u>

ATTACHMENT I2017-20

STEWARDSHIP AND FINANCE COMMITTEE REPORT

Proposal for Changes to Apportionment Formula

Prepared for Interim Meeting, March 18, 2017

As the Stewardship and Finance Committee began work in early 2016 on the apportionment for 2017, it noted that the number of concerns expressed about the formula was increasing, and that for the first time Monthly Meetings were informing Stewardship and Finance that they either could not or would not pay the calculated apportionment.

An Apportionment Subcommittee was established to review the formula and evaluate the complaints. One of the first issues identified was that the apportionment as a percentage of a Monthly Meeting's income (contributions and unrestricted investment income) varied widely. The causes were identified as the 25% cap on annual increases and decreases in the apportionment, and the weighting given to the number of households contributing more than \$100.

The cap was intended to smooth increases and decreases over a period of time, but its effect is to require less from Meetings which have had an increase in income and which could therefore afford to pay more towards the apportionment, and to require far more on a percentage basis for Meetings which have had a major drop in income, often causing real hardship. The Committee was informed that the consideration of the number of donors giving more than \$100 was intended to shift a slightly higher amount of apportionment to larger and better off Meetings. However, in too many cases it has reduced the apportionment for well off Meetings and increased it for small and relatively less affluent Meetings.

These results, combined with a widespread perception that the formula is so complicated that it cannot be understood or its results predicted, led the Subcommittee to decide as it began its work that the goal was a relatively simple formula which could be easily understood, which treated all Meetings similarly, and which maintained the ability to pay philosophy which was the intent of the current formula. The revised formula results in all Meetings being asked for the same percentage of their income towards the support of the Yearly Meeting. That percentage will vary year to year, as the total apportionment number and the total income of all Monthly Meetings changes over time.

Because affordability was behind a number of the complaints, the Subcommittee surveyed all Meetings regarding their expenses for space (rent and mortgages); income from rent-

al of their space; resources, expenses, and challenges for Meetings maintaining multiple meeting houses and/or burial grounds; and investments and contingency funds.

The Subcommittee learned that very few Meetings rent their space, and most of those which own property do not have a mortgage. However, seven do, and nine more have renovations or expansions underway or in the planning stage and some of these will probably involve debt.

Most of the Meetings with mortgages are managing the payments without undue stress, so the Subcommittee concluded that the formula should not be changed to deal with the problems of a few.

Of the 40 Monthly Meetings, only 17 have rental income, and for 13 of those the income is under \$5,000 annually. Only one Meeting was able to provide accurate numbers regarding the cost associated with rental income. However, since the apportionment formula is intended to be based on ability to pay, and rental income improves Meetings' financial condition, the Subcommittee concluded that we should move into this area gradually, beginning by modifying the apportionment information form to ask for "best estimate" of Meetings' rental income net of expenses and by asking them to indicate what portion of that (if any) they would be willing to voluntarily make subject to apportionment. The decision to move forward with a formula change involving expected inclusion of net rental income would be made at a later date.

The results regarding Meetings with multiple meeting houses (there were seven) and/or burial grounds (also seven) were surprising in regard to how few of the problems Meetings are experiencing are financial. Most Meetings which have multiple properties also have restricted funds which pay for upkeep, and the stresses come instead from small and aging memberships which find it difficult to perform the necessary labor themselves. As a result, the Subcommittee decided not to recommend a change in the formula around this issue.

Two thirds of BYM Monthly Meetings have investments, and of those, 19 have restricted funds. This issue was included both to understand the degree to which investments are an important part of Meetings' financial security, and to confirm or refute the perception that there is wide variability in how different Meetings interpret the definitions of designated and restricted funds, as well as variation within Meetings over time as there are transitions involving treasurers. The impression of variability was confirmed, and the conclusion was to try a different approach to defining what contributions and funds are properly defined as restricted and therefore not subject to apportionment. The intent is clarification of the current definitions, not changes to them.

The Stewardship and Finance Committee recognizes that there may be individual situations that require special considerations. Examples include, but are not limited to, unexpected hardships or special short term contributions for capital improvements. Meetings are encouraged to reach out to the Stewardship and Finance Committee as soon as possible so that special situations can be discussed, alternatives developed, and adjustments arranged in the overall BYM apportionment plan.

Comparison of 2017 Apportionment Using Current Formula and Proposed Formula

Meeting	Apportionment Current Formula	Current Formula percent of Income	Proposed Formula	Proposed Formula percent of Income
Abingdon	\$720	14.0%	\$1,181	22.9%
Adelphi & Takoma Park	\$25,510	20.1%	\$29,103	22.9%
Alexandria	\$11,310	27.5%	\$9,442	22.9%
Annapolis	\$12,820	23.0%	\$12,767	22.9%
Baltimore Homewood	\$29,280	22.0%	\$30,499	22.9%
Baltimore Stony Run	\$61,050	23.5%	\$59,491	22.9%
Bethesda	\$25,410	23.5%	\$24,772	22.9%
Blacksburg	\$5,650	13.9%	\$9,321	22.9%
Carlisle	\$4,110	20.7%	\$4,544	22.9%
Charlottesville	\$11,230	19.6%	\$13,124	22.9%
Deer Creek	\$5,760	26.2%	\$5,041	22.9%
Dunnings Creek	\$2,300	33.8%	\$1,235	22.9%
Floyd	\$1,520	31.6%	\$1,103	22.9%
Frederick	\$8,180	23.6%	\$7,935	22.9%
Gettysburg	\$710	33.4%	\$487	22.9%
Goose Creek	\$16,540	27.7%	\$13,664	22.9%
Gunpowder	\$12,740	24.7%	\$11,825	22.9%
Herndon & Fauquier	\$9,710	22.0%	\$10,119	22.9%
Hopewell Centre	\$5,340	27.8%	\$4,401	22.9%
Langley Hill	\$25,440	18.5%	\$31,597	22.9%
Little Britain	\$1,530	47.1%	\$481	22.9%
Little Falls	\$5,480	22.0%	\$5,701	22.9%
Mattaponi	\$770	37.2%	\$474	22.9%
Maury River	\$4,090	29.1%	\$3,225	22.9%
Menallen & Newberry	\$3,020	29.7%	\$1,865	22.9%
Midlothian	\$4,520	30.1%	\$3,447	22.9%
Monongalia & Buckhannon	\$1,270	18.8%	\$1,545	22.9%
Nottingham & Brick	\$2,600	24.4%	\$2,446	22.9%
Patapsco	\$3,970	28.5%	\$3,196	22.9%
Patuxent	\$4,400	20.6%	\$4,899	22.9%
Pipe Creek	\$1,710	30.3%	\$1,294	22.9%
Richmond	\$17,640	24.2%	\$16,700	22.9%
Roanoke & Lynchburg	\$6,070	22.9%	\$6,067	22.9%

Sandy Spring	\$46,830	21.7%	\$49,528	22.9%
Shepherdstown	\$3,170	27.2%	\$2,667	22.9%
State College	\$4,280	31.2%	\$3,143	22.9%
Valley & Augusta	\$3,970	25.4%	\$3,581	22.9%
Warrington	\$2,100	57.9%	\$831	22.9%
Washington	\$62,800	23.0%	\$62,606	22.9%
West Branch	No data	No data	No data	No data
Williamsburg & Norfolk	\$2,130	30.0%	\$1,629	22.9%
York	\$5,340	27.7%	\$4,422	22.9%
Overall	\$462,200	22.9%	462200	

INTERIM MEETING
SIXTH MONTH 17, 2017
GUNPOWDER FRIENDS MEETING

I2017-22 *Opening.* Baltimore Yearly Meeting's Interim Meeting gathered on 6/17/2017 at the Gunpowder Friends Meeting House in Sparks, Maryland. A list of the Meetings of attenders is attached. Rebecca Richards (Gunpowder), Gunpowder Friends Meeting Clerk, welcomed and oriented us. Rebecca noted that Gunpowder is the mother Meeting of several Baltimore-area meetings; the Meeting House we're using today was built in 1866; having grown from a low ebb, the Meeting is delighted to be here and to have us here today.

We thanked those from Gunpowder Friends Meeting for their hospitality. We heard the names of those who can benefit from being held in the Light.

I2017-23 *Past minutes.* We improved and **APPROVED** the minutes of our 3/18/2017 meeting (except for I2017-17 which was approved at that meeting).

I2017-24 *Travel minute.* Marcy Baker Seitel (Adelphi), Interim Meeting Clerk, read aloud a travel minute for Jason Eaby (Nottingham), approved by Nottingham Monthly Meeting; the travel minute is attached. We **APPROVED** the travel minute for Jason Eaby. The Interim Meeting Clerk signed the minute; Jason took the minute and departed for the airport.

I2017-25 *Treasurer's report.* Tom Hill (Charlottesville), Treasurer, reported; the written version of the report is attached. Tom emphasized that there are ministries behind the numbers in our audits. Trustees have authorized Tom to sign our audit for 2016; it shows increases in assets over 2015. Tom noted that the audit is still qualified: no longer because of our connection with Friends House and Nursing Home; still because of our connection with the Miles White Beneficial Society of Baltimore City and the auditor's lack of information about it. The audit will be in our 2017 Yearbook.

Tom reviewed revenue and expenses through [5/31/2017], noting that the majority of the roughly \$293,000 of expenditures to meet restrictions were for the Catoctin bathhouse.

I2017-26 *Apportionment change.* Lee Henkel (Floyd), Stewardship and Finance Committee Co-Clerk, presented a first reading of a recommended apportionment change; the written version of the recommendation is attached. Lee stressed the desire to avoid unintended consequences of any elements added to a new way of determining apportionments. Lee noted the challenge of providing relief where it is truly needed while avoiding unduly burdening other Meetings. Lee noted that final proposed apportionments for 2018 are to be on the Yearly Meeting's web site soon, encouraged those present to ask their local Meetings to consider the matter, and emphasized that Stewardship and Finance plans to recommend its new method to be used for the 2018 apportionments determined at our 2017 Annual Session.

12017-27 Bathhouse update. David Hunter (Frederick), Camp Property Manager, expects that the Catoctin bathhouse will be completed 6/20/2017, on time and under budget. Jim Lynn (Sandy Spring), Stewardship and Finance Committee Co-Clerk, reported on financial aspects of completion of the Catoctin bathhouse; a written version of the report is attached. Total cost for the project is estimated to be \$775,927; about \$433,000 has been given or pledged toward the project; \$340,000 has been loaned to the Yearly Meeting by ten lenders for the project. Jim provided some details of the loans, which can be repaid at any time; folks wanting to enable early repayments can contact our General Secretary, Ned Stowe (Sandy Spring).

12017-28 General Secretary's report. Ned Stowe (Sandy Spring), General Secretary, reported; the written version of the report is attached. Ned highlighted the availability on the Yearly Meeting's web site of information on support services offered to local Meetings by the Yearly Meeting (in the "Who We Are" section).

12017-29 Youth Programs Committee annual report. Becca Haines Rosenberg (Alexandria) and Annalee Flower Horne (Takoma Park), Youth Programs Committee Co-Clerks, presented the Committee's annual report; the written version is attached. We heard of Annual Session discounts available to Friendly Adult Presences.

12017-30 Working Group on Refugees, Immigrants, and Sanctuary. Phil Caroom (Annapolis), Peace and Social Concerns Clerk, presented the Committee's request that Interim Meeting concur with the establishment of a Working Group on Refugees, Immigrants, and Sanctuary; the written version of the request is attached. We heard that, in addition to Annapolis, Bethesda, Homewood, Langley Hill, Patapsco, Sandy Spring, and Baltimore, Stony Run Meetings cited in the Committee's request as involved in these areas, Adelphi, Blacksburg, Herndon, Menallen, and Washington Meetings are also involved.

We **CONCURRED** with the establishment of a Working Group on Refugees, Immigrants, and Sanctuary under Peace and Social Concerns, changing "may work under the care and support of BYM Peace and Social Concerns Committee" to "will work under the care and support of BYM Peace and Social Concerns Committee."

12017-31 Maryland Clean Energy Jobs Initiative. Phil Caroom (Annapolis), Peace and Social Concerns Clerk, presented the Committee's recommendation to endorse a resolution supporting the Maryland Clean Energy Jobs Initiative; a written version of the petition is attached. Molly Mitchell (Homewood) and Vinny DeMarco (Homewood), provided details about the initiative and resolution. We heard that two web-based videos on the initiative provide an opportunity for binge watching. We heard that past similar Maryland efforts that succeeded have cost about \$250,000; \$50,000 has been raised; a 9/16/2017 fundraising event is planned. We heard that the Clean Energy Jobs Initiative is currently limited to Maryland, with the hope that Maryland's action might provide an example.

We **APPROVED** this: we endorsed the Maryland Clean Energy Jobs Initiative resolution. We heard a suggestion to involve Maryland Meetings that are part of Philadelphia Yearly Meeting.

I2017-32 *Report from Friends United Meeting Representative.* A written report from Georgia Fuller (Langley Hill), Friends United Meeting (FUM) Representative, is attached.

I2017-33 *Search Committee.* Karie Firoozmand (Baltimore, Stony Run), Search Committee Clerk, reported. At Search Committee's recommendation, we **APPROVED** these nominations, all with standard terms of service, for forwarding to Annual Session: Helen Tasker (Frederick), Yearly Meeting Recording Clerk; Tom Hill (Charlottesville), Treasurer; Jim Riley (Hopewell Centre), Assistant Treasurer; Joshua Riley (Hopewell Centre), Supervisory Committee; Chip Tucker (Charlottesville), Nominating Committee; and Alex Bean (Adelphi), Nominating Committee.

At Search Committee's recommendation, we **ACCEPTED** the resignation of Susan Williams (Roanoke) from Nominating Committee.

Karie noted remaining vacancies on Supervisory Committee and Nominating Committee.

I2017-34 *Naming Committee.* Dave French (Menallen) reported on behalf of Naming Committee. At the Committee's recommendation, we **APPROVED** this: we named Cathy Tunis (Herndon) and Bill Mims (Langley Hill) to Search Committee for three-year terms.

I2017-35 *Nominating Committee.* Byron Sandford (Washington), reported on behalf of Nominating Committee. At Nominating Committee's recommendation, we **ACCEPTED** these resignations: Brooke Carroll (Sandy Spring), Camping Program; Hannah Lord (Sandy Spring), Camping Program; and Alison Duncan (Adelphi), Manual of Procedure. We **ACCEPTED** this resignation: Elise Hansard (Roanoke), Program Committee. At Nominating Committee's recommendation, we **APPROVED** Rep Pickard (Gunpowder) substituted for John Yost (Eastland) as Friends United Meeting Triennial Representative. At Nominating Committee's recommendation and on this second reading, we **APPROVED** this: we named Marion Ballard (Bethesda) to the Sandy Spring Friends School Board for a term ending in 2020.

I2017-36 *Record keeping.* Sheila Bach (Langley Hill), Archivist, reported on record keeping; the written version of the report is attached. Sheila highlighted the importance of using complete dates (including years) and complete names in records. We heard a suggestion that records be made available to the archivist promptly to allow corrections to be suggested.

I2017-37 *Right Relationship With Animals annual report.* Mary Campbell (Washington), presented the Working Group on Right Relationship With Animals' annual report; the written version of the report is attached. All Working Group members are open to contact from others in the Yearly Meeting; contact information is available in the directory in the Yearly Meeting's Yearbook. We **ACCEPTED** the Working Group's report.

I2017-38 *Manual of Procedure.* Susan Kaul (Bethesda), Manual of Procedure Committee Clerk, presented the Committee's recommendations for changes to the manual; the written version of the recommendations is attached. We **APPROVED** Manual of Procedure Com-

mittee's proposed substantive changes to the manual for forwarding to Annual Session. Susan undertook to check on the accuracy of the description of Prison Visitation and Support.

12017-39 Faith and Practice process. Karen Cunynggham (Annapolis), Ad Hoc Faith and Practice Process Clarification Committee Clerk, reported; the written version of the report is attached. The report includes recommendations brought forward for a first reading today with a planned second reading at Annual Session. The recommendations include a name ("Faith and Practice Committee"), a description to be used in two places in the Manual of Procedure, and ways to refer to particular documents. Karen noted that the recommended Manual of Procedure language is meant to give the new Committee leeway in how it works with other Committees.

We heard a sense that coordination with Supervisory Committee for printing, posting, and distribution may no longer be necessary. We heard a sense that Faith and Practice Committee can use guidance on when to print new editions of Faith and Practice (not necessarily whenever changes are made). We heard a concern about duplicating material on the Faith and Practice Committee in two sections of the manual; we heard a sense that the duplication is a short-term solution. We heard a sense that for Faith and Practice Committee, Nominating Committee should consider not only diversity of faith and practice but also consider the involvement of all ages and people of color; we heard a sense that this should be a general charge to Nominating Committee for all its work. We heard a sense that a Faith and Practice Committee will require people particularly prepared to build a new Committee. We heard a sense that service on another Committee ought not preclude service on a Faith and Practice Committee.

We **ACCEPTED** the report from the Ad Hoc Faith and Practice Process Clarification Committee.

12017-40 Healthy organization and purposeful evolution. Ken Stockbridge (Patapsco), reported for the Ad Hoc Healthy Organization and Purposeful Evolution (HOPE) Committee; the written version of the report is attached.

We heard a concern that Trustees might not know of all policies for which Trustees are to take responsibility, and that some Committees might not want Trustee involvement in their policies. We were reminded that the General Secretary, Supervisory Committee, and Stewardship and Finance Committee were to bring job descriptions and financial feasibility assessments to today's meeting. We heard that a group under Supervisory Committee has considered and continues to consider job descriptions; the group has yet to reach unity. We heard that this year's proposed budget is to include funding for new staff. In response to a question, we heard that in the past two and a half years there have been two urgent matters, involving the Yearly Meeting's Shoemaker grant application and higher-than-expected bids for the Catoctin bathhouse. We heard a sense that an executive role may be inappropriate for a Supervisory Committee that's now focused on personnel matters; we heard that a change to Supervisory Committee's charter to reflect its personnel focus may be appropriate. We heard a sense that a charge to Supervisory Committee to fill an executive role should not be a mere add-on to other charges. We heard a sense that clear

guidelines would be necessary to enable a group to make public policy statements on the Yearly Meeting's behalf. We heard a desire to keep our legacy of seasoning practice as we seek to enable urgent action.

Based on HOPE Committee's recommendation, we **APPROVED** these actions:

We asked Trustees to explore taking responsibility for or propose an alternative for the review, coordination, publication, and application of the various policies of the Yearly Meeting and its Committees.

We reaffirmed the language in the Manual of Procedure which empowers the Supervisory Committee, between meetings of the Interim Meeting, to "act upon urgent matters not involving policy nor of such importance as to justify a special session of the Interim Meeting. All such actions are to be reported to the Interim Meeting at its next session." We directed Supervisory Committee to consider and report to our next Interim Meeting on whether change is needed in this area.

We accepted the HOPE Committee's final report.

We laid down the HOPE Committee.

I2017-41 *Presiding Clerk's report.* Ken Stockbridge (Patapsco), Presiding Clerk, reported. Ken has continued to consider the role of elders in our Quaker community. Eldering can be described in the broadest terms as care for the community; it can also be seen as scolding. Ken offered to be involved in conversations about eldery and make sure they happen; Ken's presentation involved the start of such conversation, with a question and answers about attitudes toward eldery.

I2017-42 *Closing.* We heard, improved, and **APPROVED** these minutes.

We **ADJOURNED**, to gather next as Interim Meeting on 10/14/2017, at the Homewood Friends Meeting House, or at the call of the Interim Meeting Clerk.

Marcy Baker Seitel, presiding

Arthur David Olson, recording

ATTACHMENT I2017-22

FRIENDS IN ATTENDANCE

Adelphi: Marcy Baker Seitel, Alex Bean, Ann Marie Moriarty, Jolee Robinson, Victor Thuronyi; **Alexandria:** Becka Haines Rosenberg, Deborah Haines, Paul Jacob; **Annapolis:** Phil Caroom, Karen Cunyngnam; **Baltimore, Stony Run:** Donald Gann, Fred Leonard, Meg Meyer, Nancy Moore, Clinton Pettus, Kathryn Pettus; **Bethesda:** Liz Hofmeister; **Blacksburg:** Nic Tideman; **Charlottesville:** Barbarie Hill, Tom Hill; **Eastland:** Linda Coates, John Yost; **Floyd:** Lee Henkel; **Frederick:** David Hunter, Helen Tasker, Greg Tobin; **Friends Meeting of Washington:** Mary Campbell, Susan Griffin, Byron Sandford; **Gunpowder:** Jean Wilson; **Homewood:** Vinny DeMarco, Molly Mitchell, Susan Russell

Walters; **Langlely Hill:** Sheila Bach, Bill Mims, Ollie Moles, Rick Post, Rebecca Rawls; **Menallen:** Dave French, Donna Kolaetis; Nottingham: Douglas Eaby, Janet Eaby, Jason Eaby; **Patapsco:** Becca Rhudy, Bob Rhudy, Jim Rose, Ken Stockbridge; **Richmond:** Denna Joy; **Sandy Spring:** Wayne Finegar, Margo Lehman, Jim Lynn, Janet Neva Moles, Ned Stowe; **Takoma Park:** Annalee Flower Horne, Arthur David Olson; **West Branch:** Walt Fry; **Yearly Meeting Staff:** Ann Venable; **York:** David Fitz, Elizabeth Koopman

ATTACHMENT I2017-24

TRAVEL MINUTE FOR JASON EABY



260 SOUTH THIRD STREET, OXFORD, PENNSYLVANIA 19363

Fourth Month 9, 2017

Friends,

Greetings from Nottingham Monthly Meeting of Baltimore Yearly Meeting of the Religious Society of Friends (BYM).

We commend to your loving care and hospitality, our member Jason Eaby as he continues to travel among Friends to worship, to listen and to learn. Jason feels led to travel among Friends, seeking to find greater understanding and Spiritual growth through deep listening and worship with others and sharing in the presence of the Inner Light as Way Opens. His experiences have allowed him to share with us the wealth of diversity in worship, process and witness within the wider Religious Society of Friends.

Jason is a life-long member of Nottingham Monthly Meeting and has been active at the Monthly, Quarterly and Yearly Meeting levels for many years. Jason has served on the Nominating, Program, Stewardship & Finance and Youth Programs Committees at the Yearly Meeting level. He has been the audio-visual technician for BYM's Annual Sessions for more than 25 years. Jason is also involved with F.W.C.C. at both the Section and World level. He is currently a BYM representative to the Section of the Americas and serves as their Assistant Treasurer and on their Finance Committee. At the World level, he's been a BYM Representative to the Dublin Triennial in 2007, the World Gathering of Friends in 2012 in Kenya and most recently to the International Representatives Meeting in Pisac, Peru in 2016. His experiences in Dublin and with F.W.C.C. have inspired him to travel among Friends.

Jason is a member of the BYM Inter-visitation Working Group. The Inter-visitation Program of Baltimore Yearly Meeting (BYM) seeks to nurture the beloved community of Friends by encouraging, preparing, and supporting those who travel among Friends. Through a simple "ministry of presence" we hope to be spiritually and prayerfully present, and to get to know each other in that which is eternal.

Nottingham Monthly Meeting of the Religious Society of Friends unites with Jason's leading to this ministry of Inter-visitation. We trust that you will benefit, as we have, from worship with him. We commend him to your care and hospitality.

Approved and minuted at our Meeting for Worship with a Concern for Business held Fourth Month, 9, 2017.

In Friendship,

A handwritten signature in dark ink, appearing to read "Gail M. Pietrzyk". The signature is written in a cursive, flowing style.

Gail M. Pietrzyk

Clerk, Nottingham Monthly Meeting

ATTACHMENT I2017-25

TREASURER'S REPORT

UNAUDITED STATEMENT OF ACTIVITIES 5/31/2017

A	B	C
1 Description	2017 Budget	Thru 5/31/17
2 Revenues		
3 Apportionment		
4 Apportionment	462,200	189,017
5 Apportionment Adjustments	(8,500)	0
6 Total Apportionment	453,700	189,017
7 Unrestricted Contributions		
8 Contributions	153,500	39,204
9 In Kind Contributions	0	200
10 Total Unrestricted Contributions	153,500	39,404
11 Attendance Fees		
12 Total Attendance Fees	979,012	810,886
13 Sales		
14 Book Sales	9,200	420
15 Clothing Sales	9,000	0
16 Other Sales	400	0
17 Total Sales	18,600	420
18		
19 Property & Vehicle Rental	19,600	1,515
20 Interest	4,000	2,853
21		
22 Other Income		
23 Released Funds	376,868	292,760
24 Gain (Loss) on Sale of FA	4,500	(5,903)
25 Other Income	3,724	10,686
26 Total Other Income	385,092	297,543
27		
28 Total Revenues	2,013,504	1,341,635
29		
30 Expenses		
31 Administrative	472,879	168,109
32 Annual Session	90,900	6,732

33	All Other YM Program	34,600	41,018
34	Combined Camp	1,095,659	210,809
35	Committee	16,350	1,916
36	Development	143,427	38,322
37	Youth Programs	65,740	21,701
38	Outreach & Inclusion	78,949	24,431
39	Total Expenses	<u>1,998,504</u>	<u>513,037</u>
40			
41	Net Operating Activity	<u>15,000</u>	<u>828,598</u>
42			
43	Restricted Transactions		
44	Restricted Contributions	244,500	22,447
45	Designated Income	10,000	0
46	Interest & Dividends on Restricted Funds	3,000	6,656
47	Unrealized Gain (Loss)	0	23,894
48	Realized Gain (Loss)	0	22,170
49	Total restricted income	<u>257,500</u>	<u>75,197</u>
50			
51	Expenditures to meet restrictions	201,842	292,760
52			
53	Net Restricted Activity	55,658	(217,563)
54			
55	BYM Income Over (Under) Expenses	70,658	611,035

**UNAUDITED BALANCE SHEET
AS OF 5/31/17**

A	B	C	
1			
2			
3	<u>At 5/31/16</u>	<u>At 5/31/17</u>	
4			
5	Assets		
6	Current Assets		
7	Cash & Cash Equivalents	922,101	609,796
8	Apportionment Receivable	240,077	279,282
9	Student Loans & Pledges Receivable	53,856	39,310
10	Pledges & Grants Receivable	181,704	56,533
11	Other Accounts Receivable	55,088	128,605
12	Prepaid Expenses	<u>47,359</u>	<u>33,435</u>

13	Total Current Assets	1,600,185	1,146,961
14	Long-term Assets		
15	Property & Equipment	2,011,607	2,713,149
16	Long-term Investments	<u>1,125,102</u>	<u>1,380,256</u>
17	Total Long-term Assets	<u>3,136,709</u>	<u>4,093,405</u>
18	Total Assets	<u>4,736,894</u>	<u>5,240,366</u>
19			
20	Liabilities		
21	Short-term Liabilities		
22	Accounts Payable	69,098	247,621
23	Deferred Revenue	304,069	269,197
24	Other Short-term Liabilities	<u>58,139</u>	<u>40,304</u>
25	Friendly Loans	<u>0</u>	<u>40,000</u>
26			
27	Total Liabilities	<u>431,306</u>	<u>597,122</u>
28			
29	Net Assets		
30	Beginning Net Assets		
31	Net Assets		
32	Unrestricted	2,195,644	2,773,023
33	Designated	116,735	1,586
34	Temp Restricted	1,137,337	870,940
35	Perm Restricted	<u>377,914</u>	<u>386,659</u>
36			
37	Total Beginning Net Assets	3,827,630	4,032,208
38	Current YTD Net Income		
39			
40	Total Current YTD Net Income	<u>477,958</u>	<u>611,035</u>
41	Total Net Assets	<u>4,305,588</u>	<u>4,643,242</u>
42			
43	Total Liabilities and Net Assets	<u>4,736,894</u>	<u>5,240,365</u>

ATTACHMENT I2017-26

RECOMMENDED CHANGES TO APPORTIONMENT

Proposal for Changes to Apportionment Formula

Prepared for Apportionment Meetings, April 2017

As the Stewardship and Finance Committee began work in early 2016 on the apportionment for 2017, it noted that the number of concerns expressed about the formula was increasing, and that for the first time Monthly Meetings were informing Stewardship and Finance

that they either could not or would not pay the calculated apportionment. This caused us concern, as the apportionment contribution is the way in which Monthly Meetings support the work of Baltimore Yearly Meeting in responding to the needs of its constituent meetings and to the seemingly endless needs for Spirit-led intervention in the wider world. If our constituent Meetings lose the sense that what they are being asked to contribute is both reasonable and worthwhile, then our voluntary system will eventually break down.

An Apportionment Subcommittee was established to review the formula and evaluate the complaints. One of the first issues identified was that the apportionment as a percentage of a Monthly Meeting's income (contributions and unrestricted investment income) varied widely. The causes were identified as the 25% cap on annual increases and decreases in the apportionment, and the weighting given to the number of households contributing more than \$100.

The cap was intended to smooth increases and decreases over a period of time, but its effect is to require less from Meetings which have had an increase in income and which could therefore afford to pay more towards the apportionment, and to require far more on a percentage basis for Meetings which have had a major drop in income, often causing real hardship. The Committee was informed that the consideration of the number of donors giving more than \$100 was intended to shift a slightly higher amount of apportionment to larger and better off Meetings. However, in too many cases it has reduced the apportionment for well off Meetings and increased it for small and relatively less affluent Meetings.

These results, combined with a widespread perception that the formula is so complicated that it cannot be understood or its results predicted, led the Subcommittee to decide as it began its work that the goal was a relatively simple formula which could be easily understood, which treated all Meetings similarly, and which maintained the ability to pay philosophy which was the intent of the current formula.

Because affordability was behind a number of the complaints, the Subcommittee surveyed all Meetings regarding their expenses for space (rent and mortgages); income from rental of their space; resources, expenses, and challenges for Meetings maintaining multiple meeting houses and/or burial grounds; and investments and contingency funds.

The Subcommittee learned that very few Meetings rent their space, and most of those which own property do not have a mortgage. However, seven do, and nine more have renovations or expansions underway or in the planning stage and some of these will probably involve debt. Most of the Meetings with mortgages are managing the payments without undue stress, so the Subcommittee concluded that the formula should not be changed to deal with the problems of a few.

Of the 40 Monthly Meetings, only 17 have rental income, and for 13 of those the income is under \$5,000 annually. Only one Meeting was able to provide accurate numbers regarding the cost associated with rental income. However, since the apportionment formula is intended to be based on ability to pay, and rental income improves Meetings' financial condition, the Subcommittee concluded that we should move into this area gradually, beginning

by modifying the apportionment information form to ask for “best estimate” of Meetings’ rental income net of expenses and by asking them to indicate what portion of that (if any) they would be willing to voluntarily make subject to apportionment. The decision to move forward with a formula change involving expected inclusion of net rental income would be made at a later date.

The results regarding Meetings with multiple meeting houses (there were seven) and/or burial grounds (also seven) were surprising in regard to how few of the problems Meetings are experiencing are financial. Most Meetings which have multiple properties also have restricted funds which pay for upkeep, and the stresses come instead from small and aging memberships which find it difficult to perform the necessary labor themselves. As a result, the Subcommittee decided not to recommend a change in the formula around this issue.

Two thirds of BYM Monthly Meetings have investments, and of those, 19 have restricted funds. This issue was included both to understand the degree to which investments are an important part of Meetings’ financial security, and to confirm or refute the perception that there is wide variability in how different Meetings interpret the definitions of designated and restricted funds, as well as variation within Meetings over time as there are transitions involving treasurers. The impression of variability was confirmed, and the conclusion was to try a different approach to defining what contributions and funds are properly defined as restricted and therefore not subject to apportionment. The intent is clarification of the current definitions, not changes to them.

The end product of our work is a recommendation that we keep the essence of the formula, which is ability to pay, and delete the two adjustments which have led to our asking for very different percentages of meetings’ incomes. We feel that this will result in a system which is more transparent, more understandable, more fair, and more widely recognized as fair.

The mathematics are much simpler. Each year we determine what we need from apportionment to balance the BYM budget. We calculate for each monthly meeting its unrestricted income (contributions and investments) and the total for all meetings in BYM. We divide the meeting income by the yearly meeting income, and then multiply that by the total apportionment to calculate each meeting’s share of the total. If this were presented as a formula, it would look like this:

$$\begin{array}{l} \text{Monthly Meeting A's Income} \quad \text{Total} \\ \text{Income of all Monthly Meetings X Apportionment} \end{array} = \begin{array}{l} \text{Meeting A's} \\ \text{Apportionment} \end{array}$$

This formula results in all Meetings being asked for the same percentage of their income towards the support of the Yearly Meeting. That percentage will vary year to year, as the total apportionment number and the total income of all Monthly Meetings changes over time.

The Stewardship and Finance Committee recognizes that there may be individual situations that require special considerations. Examples include, but are not limited to, unex-

pected hardships or special short term contributions for capital improvements. Meetings are encouraged to reach out to the Stewardship and Finance Committee as soon as possible so that special situations can be discussed, alternatives developed, and adjustments arranged in the overall BYM apportionment plan.

Comparison of 2018 Apportionment Using Current Formula and Proposed Formula

Meeting	Apportionment Current Formula	Current Formula percent of Income	Apportionment Proposed Formula	Proposed Formula percent of Income
Adelphi & Takoma Park	\$30,220	22.1%	\$33,551	24.5%
Alexandria	\$12,560	30.6%	\$10,053	24.5%
Annapolis	\$14,330	25.2%	\$13,911	24.5%
Baltimore Homewood	\$21,960	28.2%	\$19,065	24.5%
Baltimore Stony Run	\$66,590	23.8%	\$68,448	24.5%
Bethesda	\$28,060	25.8%	\$26,617	24.5%
Blacksburg	\$7,060	17.7%	\$9,745	24.5%
Carlisle	\$5,130	21.4%	\$5,864	24.5%
Charlottesville	\$13,140	24.2%	\$13,314	24.5%
Deer Creek	\$6,310	27.7%	\$5,585	24.5%
Dunnings Creek	\$2,270	20.6%	\$2,704	24.5%
Floyd	\$1,350	31.0%	\$1,066	24.5%
Frederick	\$8,540	25.1%	\$8,344	24.5%
Gettysburg	\$880	33.3%	\$648	24.5%
Goose Creek	\$17,790	29.3%	\$14,865	24.5%
Gunpowder	\$15,550	26.0%	\$14,642	24.5%
Herndon & Fauquier	\$11,340	24.0%	\$11,578	24.5%
Hopewell Centre	\$6,670	22.9%	\$7,134	24.5%
Langley Hill	\$26,720	19.1%	\$34,247	24.5%
Little Britain	\$800	44.4%	\$441	24.5%
Little Falls	\$5,680	25.9%	\$5,368	24.5%
Mattaponi	\$960	43.6%	\$539	24.5%
Maury River	\$4,420	27.8%	\$3,899	24.5%
Menallen & Newberry	\$2,910	28.8%	\$2,473	24.5%
Midlothian	\$4,940	32.0%	\$3,786	24.5%
Monongalia & Buckhannon	\$1,500	20.3%	\$1,808	24.5%
Nottingham & Brick	\$2,830	26.2%	\$2,643	24.5%
Patapsco	\$4,040	29.4%	\$3,361	24.5%
Patuxent	\$4,610	23.8%	\$4,745	24.5%

Pipe Creek	\$2,130	37.4%	\$1,395	24.5%
Richmond	\$17,100	25.7%	\$16,330	24.5%
Roanoke & Lynchburg	\$6,690	25.0%	\$6,555	24.5%
Sandy Spring	\$48,160	23.2%	\$50,784	24.5%
Shepherdstown	\$3,350	26.7%	\$3,078	24.5%
State College	\$5,350	26.0%	\$5,032	24.5%
Valley & Augusta	\$3,720	24.8%	\$3,668	24.5%
Warrington	\$2,620	40.9%	\$1,568	24.5%
Washington	\$67,110	25.3%	\$64,881	24.5%
West Branch	\$1,000	4.9%	\$5,046	24.5%
Williamsburg & Norfolk	\$2,660	31.2%	\$2,091	24.5%
York	\$5,950	35.3%	\$4,128	24.5%
Overall	\$495,000	24.5%	\$495,000	24.5%

Note as of June 1: The Apportionment Subcommittee has reviewed requests for adjustments from several Monthly Meetings and forwarded a recommendation to Stewardship and Finance for consideration at Interim Meeting on June 17. If approved, a few of the numbers shown above will decrease, and the rest will go up to meet the \$495,000 target. Updated apportionment numbers will be published the week after Interim Meeting.

ATTACHMENT I2017-27

CATOCTIN BATHHOUSE PROPOSED

LONG-TERM FINANCING PLAN

**CATOCTIN BATHHOUSE PROJECT
PROPOSED LONG-TERM FINANCING PLAN
PRESENTED AT SIXTH MONTH INTERIM MEETING
JUNE 17,2017**

Current Estimated Cost of Project	\$775,927
Revised Estimated Cost of Project at Tenth Month Interim Meeting	\$827,367

Components of Financing Plan:

1.	Estimated Total Contributions to Date	\$433,000
2.	10 Friendly Loans	\$340,000
3.	Estimated incremental Camper Fees, 2017	\$13,000
	Total Estimated Funding Sources	\$786,000

Details on Friendly Loans:

- 10 Friendly Lenders. All Friendly Loans now funded.
- Two loans at zero %. Highest Rate is 4.00%. Weighted average interest rate = 2.33%.

- Term of Loans ranges from 3 years to 5.5 years.
- 8 loans are interest only, payable quarterly. 2 loans require principal and interest payments
- All Friendly Loans are unsecured credit extensions. BYM has pledged no collateral in consideration for any Friendly Loan. However, BYM has agreed to maintain investment balances in its unrestricted, temporarily restricted, and permanently restricted funds in an amount sufficient to cover all outstanding Friendly Loans. The balances in these accounts is in excess of \$1,000,000.
- Each Friendly Lender can request that the entire principal amount plus accrued interest be paid in full at anytime.
- BYM may prepay any and all Friendly loans at any time. BYM may refinance any Friendly Loan at maturity with another Friendly Loan or by a loan from BYM to BYM.

ATTACHMENT I2017-28

GENERAL SECRETARY'S REPORT TO INTERIM MEETING

General Secretary's Report to Interim Meeting

6/17/17

Catoctin bathhouse project. Completing the bathhouse on time and under budget, of course, has been one of my (and David Hunter's) top priorities for this past quarter. Financing the construction has been another one of the top priorities on my plate. I am pleased to report that we have completed Friendly loan agreements with ten BYM member households totaling \$340,000. These Friendly loans will allow BYM to spread out the cost of the Catoctin bathhouse project over five years. And, at interest rates ranging from 0% to 4%, these loans will save BYM thousands of dollars in financing costs. Thank you to all who have helped make this happen.

Camps and campers are getting ready. The Catoctin bathhouse project is getting finished just on time: The 2017 camping season is getting under way. Campers have been enrolling since January. Over the past couple of months, David Hunter and volunteers have been getting the camps ready after their winter dormancy and getting our vehicle fleet in shape (13 buses, vans, and trucks). Camp directors have been recruiting about 120 camp staff and dozens more volunteers to serve at our four camps. Camping Program Manager Jane Megginson has been processing applications, registrations, medical records, background checks, and every other kind of form and paperwork that one might imagine is associated with running a complex camping program like ours. This past week, counselors have been receiving training and certifications at skills week at Opequon. Next week, in-camp training and team-building begins for counselors at each camp. And then, the following week, the first groups of campers arrive. (There are still some openings for campers and volunteers! Check the web site!)

This is an exiting time for campers and their families, too, as they look forward to the adventures, new and old friends, and connection with the deep, life-giving Spirit that infuses all of our camping program.

Many local meetings give generously to support scholarships to make camp more affordable for families. Thank you for this! Our camping program offers a wonderful opportunity for our children to discover and grow in the Spirit in community with others. And the growing diversity of our camping community, in the Spirit, offers us all a glimpse of what the beloved community can be.

What more can we do to unite with and affirm our young Friends as they prepare to go off to camp? Are we as local meetings sharing in their excitement and Spirit? How will we welcome them home after their adventures? Do we invite them to share their stories and testimonies from camp? In what other ways can we strengthen our relationships across generations within our local meetings?

The beginning of the camping season also brings to fruition the past year's work by young adult Friends in our STRIDE groups in Baltimore, Washington, DC, Philadelphia, and, just beginning, Charlottesville. Our STRIDE groups have been recruiting, fundraising, organizing, equipping, and engaging with prospective and returning campers and their families in these cities. This year, we have about 20 campers getting ready for camp.

BYM support services for meetings and worship groups: Did you know? BYM offers quite a range of support services for local meetings. See handout. See the BYM web site. As an example: I attended the local Meeting Clerks' retreat in Charlottesville, VA, 6/3/17. Ken Stockbridge did an excellent job facilitating. About ten meetings were represented. Issues and concerns raised included: 1) request for guidance on sanctuary movement; 2) guidance on setting up web site; 3) how to heal old wounds among members; 4) the need for developing and posting a statement of community expectations for members' behavior; 5) the need for a safety policy for all people (not just youth); 6) recognizing spiritual gifts; 7) managing clerk – life balance. All agreed that the retreat was helpful and wished there had been more time to address all the interests and concerns.

Annual Session is coming soon. We have an excellent lineup of speakers, workshops and interest groups. See flier. There are just ten days left to register for Annual Session 2017 and save money! Remember that children from birth through 8th grade attend for free! [Register online](#) by the end of June 26, or have your form mailed in time to be postmarked by June 26 to get the discounted rates for Annual Session! Also remember that First-Time Attender Certificates are valid for the value of two days (commuters) or nights (over-night adults) at the early registration rates. If you are going to be joining us for the first time, or for the first time in a long time, make sure to ask your Meeting for one of the three certificates they have available!

ATTACHMENT I2017-29

YOUTH PROGRAM MANAGER'S ANNUAL REPORT

As the school year comes to a close, so does an enriching year of Junior Young Friends (JYF) and Young Friends (YF) Conferences. As we segue into the summer, my heart fills with joy as I reflect on how lucky our Yearly Meeting is to have such an amazing, eager, supportive and fun group of youth as part of our large community. It has been an honor

to watch the youth of Baltimore Yearly Meeting support one another while navigating the challenging world around them.

After our large group of 8th graders from the 2015-2016 school year graduated and moved into our Young Friends Program, it was an initial struggle to find new 6th graders for our first Junior Young Friends Conference in October. After some amazing outreach work on behalf of our Youth Programs Committee, we filled 18 open spaces for our first conference, with a small growth at each additional conference. The average attendance was 20 JYFs, down from 27 last year, but with a total of 43 attenders over the course of the school year. The specific theme for the JYF program this year was Awareness. They had workshops on Consent, Lobbying, Environmental Justice, and Forestry Preservation, all led by generous and dedicated members of the BYM community. We honored a large group of graduating 8th graders with our usual "Words For" ceremony around the Catoctin Quaker Camp Fire Circle. There were an average of 5 FAPs, 1.5 FAPs-in-Training (high-school YFs) and 1 staff present at every conference as well.

There isn't a specific theme for Young Friends through the year, as different people plan each conference. In response to this year's election results, many of the workshops at our Young Friends Conferences were political in nature. Workshops included Improvisation, Leadership Roles in Community Organizing, the Dakota Access Pipeline, Gender and Sexuality, Petitioning, and Peaceful Protest. As the work of BYM's STRIDE and Growing Diverse Leadership committees continue to thrive, we have benefited from their work as campers from our Philadelphia STRIDE program have attended 4 of our Young Friends Conferences this year. The average attendance at a conference this year was 60 YFs, down from last year's 65, and there were an average of 7 FAPs at each conference.

The Young Friends have one standing committee and several that are filled ad hoc. The standing committee is the Nuts and Bolts Committee. Nuts and Bolts has three conferences through the year, during which an average of 15 YFs and 3 FAPs attend. NBC works hard to address issues and concerns during their time together and they participated in a number of workshops on Clearness Committees and Giving/Receiving Feedback, both led by Jossie Dowling. The ad hoc Handbook Committee worked on editing their minute on consent as well as other minor editorial changes. The ad hoc calendar committee figured out dates and locations for conferences for the year, but had a few setbacks with having to relocate 3 conferences from their original advertised locations. This year, we did discernment around issues affecting the community including concerns about our annual Love Feast, questions on issues about taking and sharing pictures at con, and the identity politics of our nominated leadership. We continue to strive to include hands-on experience with Quaker Faith and Practice in both JYF and YF conferences.

The Youth Programs Committee oversees these programs and supports the weekends through brainstorming content and serving as Friendly Adult Presences (FAPs). We had one FAP training in March led by Jeanette Smith and Anne Bacon, and we are happy to report that we have 6 new FAPs to add to our roster, 4 of whom are alumni of the BYM Young Friends Program and are eager to reconnect with the community as young adult mentors. We are still struggling to find FAPs to commit to volunteering with the junior

young friends. I have recognized a general air of disinclination and slight nervous fear of interacting with middle-schoolers. But, I assure you that our Junior Young Friends are a joy to serve and never fail to impress me with their developing maturity.

I am looking forward to spending time with our intergenerational community this summer at annual session, and encourage yearly meeting members to reach out to the Young Friends Community. I will be eager to start a new season of conferences in the fall and hope everyone can help spread the word about the magic of BYM Youth Programs to help support our enrichment and growth.

ATTACHMENT I2017-30

PEACE AND SOCIAL CONCERNS COMMITTEE REPORT: MINUTE TO ESTABLISH BYM WORKING GROUP ON REFUGEES, IMMIGRANTS AND SANCTUARY

(Proposed) -

Minute to establish BYM Working Group on Refugees, Immigrants and Sanctuary-offered at BYM Interim Meeting at Gunpowder Friends Meeting – 6/17/17

BYM Peace and Social Concerns Committee reports that numerous Friends from various BYM Monthly Meetings (including Annapolis, Bethesda, Homewood, Langley Hill, Paptasco, Sandy Spring, and Stony Run) have gathered repeatedly in the past six months to take action on issues relating to refugees, immigrants and their families via local Meetings, cooperation with other churches and advocacy groups, and contact with local, state and federal government agencies. Other Meetings like Charlottesville and Maury River have initiated independent efforts.

The Committee urges these Friends, together, and others to join in a “Baltimore Yearly Meeting Working Group on Refugees, Immigrants and Sanctuary.” Although its membership, activities and scope will be set by its participants, BYM PSC hopes the new Working Group will gather and share information and resources from individual Friends, Monthly Meetings and others to assist our respective efforts in support of refugees’ and immigrants’ problems including discrimination and legal challenges. The Working Group also might support any Friends’ leadings as to seek related changes in local, state and national policies and laws.

With this Minute, the Committee and Interim Meeting hereby establish a new Working Group that may work under the care and support of BYM Peace and Social Concerns Committee.

BYM Peace and Social Concerns invites all Friends, Monthly Meetings and groups within BYM so led to join and to share resources and experiences with the new Working Group, using BYM webpages, social media and other means, to share their insights, experiences and recommendations on this fundamental emerging concern for our communities and our country.

ATTACHMENT I2017-31

PEACE AND SOCIAL CONCERNS COMMITTEE REPORT: MARYLAND CLEAN ENERGY JOBS INITIATIVE PETITION

BYM Peace and Social Concerns Committee reports on the following petition and recommends that individual Friends, Monthly Meeting and Yearly Meeting should consider signing on and supporting this effort. (We also have requested support from BYM Unity with Nature Committee when they next meet.)

As noted in this excerpt from Sandy Springs Friends School newsletter in March 2017, this initiative is championed by a BYM Young Adult Friend:

“We love it when our former students go on to do great things. We’re excited to announce that a 2011 graduate of SSFS, Nikki Richards, is currently managing a new clean energy campaign for the 2018 state election cycle. The Maryland Clean Energy Jobs Initiative seeks to do three things:



- Enact legislation to ensure that 50% of Maryland’s electricity comes from clean sources by the year 2030

- Invest in clean energy businesses owned by women and minorities to ensure that this growing economy is inclusive
- Fund clean energy workforce development to establish career pathways for more Maryland workers to fill this growing industry

“Nikki and her colleagues are attempting to push forth the above legislation in the 2018 election cycle and will hopefully pass their bill through the general assembly. Their campaign is of grassroots origin and will take a lot of people power to move forward--this means you!

“For more information on how you can get involved, visit www.cleanenergyjobs.org. They are currently working on a Resolution which will lay out precise details for their bill (the legal jargon). You can sign the resolution in support of the initiative sometime next month--the campaign is so new that the document isn’t out yet. Stay tuned to hear more about ways to get more involved in the movement.”

TWO NOTES:

1) There is reason to think the Md. General Assembly may support this because, in 2016, it passed the Clean Energy Jobs Act (SB 921/HB 1106), a bill to ensure that Maryland gets 25% of its electricity from renewable energy sources like wind and solar by 2020, up from the current goal of 20% by 2022. In January 2017, the GA voted to override the Governor’s veto of the 2016 bill.

2)With the Trump administration’s plan to withdraw from the international climate accord and to restore greater use of coal & other carbon-based energy, there is more reason to think that such state-level initiatives are important.

Resolution

WHEREAS, Clean, renewable energy creates jobs in Maryland. The state has more than 170 solar companies and over 5,400 solar jobs. The wind industry, meanwhile, has brought more than \$380 million in private investment into Maryland’s economy to date. These jobs lead to good-paying careers within these industries and across related economic sectors. Increasing Maryland’s Renewable Portfolio Standard (RPS) to 50% renewable electricity by 2030 would support new high-paying Maryland jobs, and increase GDP due to construction of new Maryland-based renewable energy.

WHEREAS, Maryland is a coastal state with 3,000 miles of tidal shoreline, thus making us one of the most vulnerable states in America to sea level rise. Climate change also means more severe storms, increased precipitation, deepening periodic droughts, and other detrimental impacts. Increasing Maryland’s RPS to 50% clean power by 2030 would reduce 8.1 million metric tons of CO₂, which is the carbon equivalent of taking 1.7 million cars off the road each year.

WHEREAS, Fossil fuel-based and other forms of outdated energy generation emit pollution that creates a public health crisis. Air pollution from old and carbon-intensive energy is costing Marylanders’ their education and their paycheck through missed school and work and increasing health care expenses. Increasing Maryland’s RPS to 50% by 2030 would improve the air in our region, preventing up to 290 premature deaths and over 3,000 asthma attacks per year.

WHEREAS, Maryland’s RPS law is a tool intended to incentivize new and clean sources of renewable energy that reduce greenhouse gases and other hazardous air and water pollution.

WHEREAS, Trash incineration emits high levels of health-hazardous air pollution, and its inclusion in the current RPS law crowds out investments in new, clean and renewable energy.

WHEREAS, Certain communities – especially many communities of color – are overburdened by air and water pollution from energy generation, and are underserved by the benefits of climate action. The Maryland Commission on Climate Change has recommended that Maryland’s climate action policies should improve resilience in vulnerable communities, produce public health benefits, and produce economic benefits that are equitably distributed across Maryland’s population.

WHEREAS, Maryland should enact policies that encourage the clean energy industry to grow, while seeking to increase the diversity of business owners and employees benefiting from that industry.

THEREFORE, BE IT RESOLVED that the undersigned **organization** supports:

- Increasing Maryland’s RPS law for electricity to 50% renewable energy by 2030.
- Investing in clean-energy workforce development while targeting economically distressed parts of the State and individuals who have historically experienced barriers to employment.
- Making more funding available for investment capital and loans to help minority- and woman-owned businesses enter and grow within the clean energy economy
- Phasing out incentives for the incineration of trash under Maryland’s current RPS law for renewable power

Please see <https://www.cleanenergyjobs.org/sign/> to sign online or print and mail to address stated there.

Maryland Clean Energy

Jobs Initiative Endorsers June 2, 2017

Total Supporters: 50

Anne Amndel County

Anne Arundel County Conflict Resolution Center

NAACP--Anne Arundel County Branch

Statewide mu/ Regional Organizations:

Abilities Network

Baltimore City

Central Atlantic Conference-United Church of Christ

Four Hour Day Lutherie Mount Lebanon Baptist

Central Maryland Ecumenical Council (CMEC)

NAACP--Baltimore City Branch

Chesapeake Climate Action Network (CCAN)

Baltimore and Harford Counties

NAACP--Baltimore County Branch

Clement Cinemas LLC

NAACP--Harford County Branch

Delaware-Maryland Synod, ELCA (Evangelical Lutheran Church in America)

Eastern Shore (Caroline, Cecil, Dorchester, Kent, Queen Anne's, Somerset, Talbot, Wicomico, Worcester Counties)

Ecumenical Leaders Group (ELG) of CMEC

NAACP--Caroline County Branch

The Episcopal Diocese of Maryland

Interfaith Power and Light

NAACP--Cecil County Branch

Maryland Environmental Health Network (MEHN)

NAACP--Dorchester County Branch

Maryland League of Conservation Voters

NAACP--Kent County Branch

Maiyland State Conference of Branches

NAACP--Queen Anne's County Branch

NAACP--Somerset County Branch

Muslim Community Cultural Center of Baltimore

NAACP--Talbot County Branch

NAACP--Wicomico County Branch

Progressive Baptist Convention of Maiyland

NAACP--Worcester County Branch

Unitarian Universalist Legislative Ministry of Maryland

Frederick County

Tour of Solar Homes

NAACP--Frederick County Branch

Fox Haven Farm & Retreat Center

Young Voices on Climate Change

Howard County

NAACP--Howard County Branch

Prince George's County

NAACP--Prince George's County Branch

Montgomery County

350 Montgomery County
Damascus YW Women, Local Chapter of
the National Capital Area YWCA
Jen Cort Educational Consulting
Miche Booz Architect
NAACP--Montgomery County Branch
Neighborhood Sun
Women's Alliance for Democracy and Jus-
tice (WADJ)

**Southern Maryland (Calvert, Charles, St
Mary's Counties)**

NAACP--Calvert
County Branch
NAACP--Charles County Branch
NAACP--St. Mary's County Branch

**Western Maryland (Allegany, Carroll, Gar-
rett, Washington Counties)**

NAACP--Allegany County Branch
NAACP--Carroll County Branch
NAACP--Washington County Branch

ATTACHMENT I2017-32

REPORT OF REPRESENTATIVE TO FRIENDS UNITED MEETING

Report of Georgia Fuller, Representative to Friends United Meeting

1) I am the BYM representative on the Triennial Nominating Committee. This July we will bring forward names for three-year positions as Presiding Clerk and Assistant Presiding Clerk of Friends United Meeting. Please share your thoughts with me. Who would be good leaders for FUM? This is an important year of transition because our General Secretary, Colin Saxton, will be retiring next July, 2018.

2) Many of our Meetings and individuals are struggling to find the elusive "third way forward" regarding the ongoing conflicts in Palestine and Israel. FUM has provided one for us. Ramallah Friends School has been beacon of hope in Palestine for 148 years. Today our school needs a Quaker Life Coordinator, classroom teachers, and Friends-in-Residence to serve as chaplains in this area of pain and conflict. Fliers are available.

ATTACHMENT I2017-36

REPORT OF BYM ARCHIVIST

RECORDS - WHY THEY ARE IMPORTANT?

Eighty-three and more years from now, or even before then, members of Friends Meetings will want to know what was happening in their Meeting "way back". What were Friends doing in the 1900s or before? What families were active? What decisions were made then and why? What social issues were important?

Now days, record keeping is something many do not consider, let alone see that records are kept correctly and in order. From their beginning, members of the Religious Society of Friends kept very detailed minutes of their business meetings. Many pages were filled with who was in prison and where, were both husband and wife in prison, who was caring for the children of parents in prison, who was taking care of their property, and the list goes

on. In today's world, we usually keep personal situations out of minutes. This makes it look like we have no personal problems!

We cannot and should not rely on back-ups in today's world, even on the cloud. How many of us have information from many years ago on 5 ½" floppy disks? Can you access that information on your current computer? Not accessible means that information may be totally lost. That is not good record keeping.

Paper copies are still the best way to preserve what we are doing now. Not only should each Meeting keep records of their Business Meetings, but each Committee in each Meeting should have the same process for keeping their records. Yes, there may be one or possibly two committees that need to have the minutes of their meetings in a place that is not open to anyone, committees that deal with private, personal, issues. Except for these few personal minutes, each Meeting should have a place in the Meeting House or some place where people in the Meeting can do some research on past issues. Memories are not always reliable!

Both Swarthmore College Historical Library and Haverford College Historical Library will accept documents from local Meetings. Baltimore Yearly Meeting sends their records about every five to ten years to Swarthmore College Historical Library.

Years ago, Baltimore Yearly Meeting had a Committee on Records that consisted of at least three members nominated by the Nominating Committee and appointed by the Yearly Meeting, plus a Recorder appointed by each Monthly Meeting. In 2003, in the Manual of Procedure report (page 64 of the Yearbook) stated that the Committee on Records had been laid down. *This work will be done by an Archivist, who could become a part-time staff person.*

Records serve important historical and legal functions. They

- document the history of the Meeting
- establish legal rights for the organization, other bodies, and individuals
- provide source material for the general institutional, personal, and social history of the time

Records that need to be kept, besides the minutes with attachments of the Meeting for Worship with a concern for business and committees of the Meeting include:

- membership records
- copy of marriage certificates
- births
- deaths
- deeds and related property records
- Financial papers
- important correspondence
- materials documenting special projects that have helped shape the life of the meeting

The following is taken from the *Handbook on Records: Their Creation, Maintenance, and Preservation in the Meeting*.

Duties of the Committee on Records included:

- provides guidance to all Meetings at all levels in documenting events happening within their Meetings by maintaining minutes, membership rolls, records of marriages, births and deaths, and financial records in good order.
- encourages all Meetings at all levels to locate their older records and to deposit those records in the Friends Historical Library of Swarthmore College or the Quaker Collection at Haverford College.
- encourages all Friends to preserve family and personal documents and items of historical interest, depositing them with historical libraries or other suitable archives when owners no longer wish to care for them.
- oversees the care of Yearly Meeting current records and of items of historical interest to the Yearly Meeting and advises the Yearly Meeting General Secretary regarding records.
- develops confidentiality policies for those contemporary records with privacy implications for individuals.
- keeps informed of current practices of Friends and of archiving practices and amends the *Handbook on Records* when appropriate.

Each Meeting that was in existence since 1989 should have a copy of the full document. It is available on the Swarthmore College Library website, as they felt the Baltimore Yearly Meeting book was good enough that they did not need to write their own!

Minutes of Meeting for Worship with a Concern for Business:

A clean final copy on acid free paper with the signatures of the Clerk and the Recording Clerk must be written with history in mind:

- a. name of Meeting
- b. full date of Meeting
- c. persons in attendance, first and last name of each
- d. number each minute: i.e. 5.2015-1 = May 2015 - first minute
- e. highlighted minute: **Report of XXX Committee; Approval of minutes of last month's meeting; Treasurer's Report, etc.**
- f. use **no** abbreviations - you know what/who you mean, but 83 years from now maybe no one will know
- g. use full names, historians do not like to guess who it is
- h. include attachments that are mentioned in the minutes

Minutes of Committees:

Basically these should follow the same pattern as those for meeting for business:

- a. name of Meeting
- b. name of Committee
- c. date and place of committee meeting, even if meeting at Meeting House
- d. persons in attendance, first and last name of each
- e. number each minute: i.e. 5.2015-1 - May 2015 - first minute
- f. highlight the minute - see e above
- g. use no abbreviations - see f above
- h. use full names as in g above

Spiritual State of the Meeting Report:

This once a year report of the Monthly Meeting to Baltimore Yearly Meeting should be written for the calendar year. These are generally due to the BYM office in early April in order for the Ministry and Pastoral Care Committee to read all of them, highlight parts that would be helpful to put into the Baltimore Yearly Meeting annual State of the Yearly Meeting Report.

In order to prevent confusion, the heading of the report should include:

- a. name of the Meeting
- b. year Spiritual State of the Meeting Report
- c. Approved and date of approval by the Meeting at the end

Memorial Minutes:

Memorial Minutes are usually written by the Monthly Meeting in which the person was a member. If there is an obituary from a newspaper it should be sent along with the Memorial Minute to the Baltimore Yearly Meeting Office.

Memorial Minutes should include:

- a. full name of the person
- b. dates and places of birth and death
- c. names of parents
- d. activity of person in monthly, quarterly and yearly meetings
- e. family members still alive as well as predeceased
- f. date of marriage and name of spouse
- g. names of children, grandchildren, great-grandchildren

ATTACHMENT I2017-38

MANUAL OF PROCEDURE COMMITTEE REPORT

Report to Interim Meeting Sixth Month 17, 2017
Gunpowder Friends Meeting

The Members of the Manual of Procedure Committee are: Alison Duncan (Adelphi), Peggy Dyson-Cobb (Maury River), Susan Kaul (Bethesda) (clerk), and Susannah Rose (Patapsco). Since the Spring Interim Meeting, we communicated by email and by phone as needed.

We took the time this past quarter to look at the *Manual* as a whole to remove instances of passive voice, to include serial commas, as well as to amend for grammar, clarity, and accuracy.

We also updated the entries to two items on page 50, Appendix D.3, to correct the names of Baltimore Yearly Meeting's (BYM) attorney and insurance agent, respectively, and to correct the last sentence of the first paragraph of Appendix E, pg 51. While we do not consider these to be substantive corrections, we did want to point them out for your information.

Substantive Changes are those which alter the meaning of the *Manual* and need your approval:

pg 22: **Young Adult Friends**, to delete the entry regarding “Young Friends of North America,” because it no longer exists.

Young Adult Friends suggests names each year to the Nominating Committee for appointment by the Yearly Meeting of a young adult representative to Young Friends of North America’s regional meetings and annual conference. Travel support for this representative is included in the Yearly Meeting budget.

pg 28: **Prisoner Visitation and Support**, per BYM Representative, Susannah Rose (Patapsco). Delete the first paragraph and replace it with the underlined language:

~~Prisoner Visitation and Support is an incorporated organization sponsored by more than 30 national religious bodies and socially concerned agencies. It seeks to meet the needs of prisoners in the United States federal and military prison systems through an alternative ministry that is separate from official prison structures.~~

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, and who do not receive other visits. The organization is nonprofit and separate from official prison structures.

~~~~~  
**Non-Substantive Changes** (changes which do not alter the meaning of the *Manual*):

pg 3: to correct for passive voice (paragraph at the top of the page)

~~Reading Clerks are appointed by t~~ The Presiding Clerk appoints Reading Clerks as needed at Yearly Meeting Annual Sessions as needed.

pg 6: for accuracy

Committees of the Interim Meeting, paragraph three:  
Yearly Meeting in sessions

pg 9: to remove an extraneous word, paragraph two

In general, Friends are expected ~~attempt~~ to serve the Yearly Meeting on no more than one standing Committee at a time.

pg 9: because it is only one session, paragraph five

Unless other terms...such terms to begin at the end of the ~~Yearly Meeting~~ Annual Sessions at which appointments....

pg 10: to correct for passive voice, eighth paragraph

If ~~no decision is made by~~ the Yearly Meeting; makes no decision, the ad hoc....

pg 15: **Manual of Procedure** Committee, last sentence

In the interest of accuracy and clarity, the Manual of Procedure Committee may copy-edit the *Manual of Procedure*.

pg 15: **Ministry & Pastoral Care**, fourth paragraph, grammar:

Such minutes usually are prepared by the Monthly Meeting in which the Friends holds membership

pg. 21: **Special Groups**, third paragraph, to correct passive voice

Any report, action, or statement of a special group ~~is expected to~~ shall 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.

pg 21: **Working Groups**, to correct passive voice

Any report, action, or statement of a Working Group ~~is expected to~~ shall be approved in the manner of Friends at a meeting of the Group of which all members of the Group were given reasonable notice.

pg 22: **Friends General Conference**, to correct statistics per Susan Lee of FGC

Friends General Conference, established in 1900, is an association of 15 Yearly Meetings and ~~12-13~~ Monthly Meetings as of ~~2015~~ 2017.

pg 23: **Friends United Meeting**, to correct statistics per Eden Grace of FUM

As of ~~2015~~ 2017, it is composed of 12 North American Yearly Meetings, and 22 Yearly Meetings from the Caribbean, East Africa, and the Middle East.

pg 23: **FUM**, to correct passive voice

~~Major matters and proposals are considered by~~ The Representative Body and the plenary sessions consider major matters and proposals. 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

pg 26: **Miles White Beneficial Society**, to add a comma in the second paragraph

... Yearly Meeting during its Annual Session to serve a three-year term, which commences

pg 35: **Youth Safety Policy**, to add a serial comma under “Definitions.”

“...youth, including paid staff, workgrant recipients, and volunteers.”

pg 35: Remove an unseen extra space after “*Participant*” is on the next line.

pg 35: Add a serial comma after grounds keepers: “...kitchen staff, grounds keepers, and bus drivers.”

pg 35: in the third paragraph under “Definitions,” correct the n-dash to an “em-dash”:

“Within BYM programs—which include..., and include BYM Camping programs—some youths....”

note: Microsoft does not know the difference between an en-dash (used to connect values in a range) and an em-dash (used as a stand-in for commas and parentheses), but we do.

pg 36: add a serial comma under “Selection of Workers for Positions Supervising Youth”: “interview, reference checks, criminal background...”

pg 36: under “Written Applications,” add serial comma after “employment information, and disclosure....”

pg 36: to correct passive voice under “Applicant Interview,” change ~~Procedures for conducting and documenting the interview or training process will be determined by the particular youth program. The particular youth program will determine procedures for conducting and documenting the interview or training process.~~

pg 37: under “Six-Month Association Rule,” add a serial comma to “...Friends camps, Monthly Meetings, or other....”

pg 37: bottom of page, first line of 7<sup>th</sup> paragraph, to correct a misplaced comma: “Additionally, applicants convicted of ‘barrier crimes,’....”

pg 38: penultimate sentence in first paragraph, add serial comma: “In these instances, the General Secretary, Program Manager, and the appropriate....”

pg 38: under “Minor Youth Workers” to add serial comma: “location of where the program is conducted, and....”

pg 38: last sentence on the page, to correct for verb agreement: “Transportation of youth or support workers is expected to conform....”

pg 39: under “Responding to Allegations of Child Abuse,” near bottom of page at end of second graphic element, add comma: “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.”

pg 40: top of the page, the same wording as the last correction on pg. 39: “...via any form of social media, or any other form of communication or interaction.”

pg 41: list #10, comma use to set off phrase: “...Yearly Meeting, or his or her designee, will....”

pg 46: Youth Safety Appendix D.2, under “When & Where to Report,” “Past Abuse”: “... if the abuse was alleged to ~~has~~ have taken place....”

pg 50: **Youth Safety Appendix D.3**, near the bottom of the page, to update our entry:  
**BYM Attorney:** Erika E. Cole, Esq.  
The Law Offices of Erika E. Cole, LLC,

9433 Common Brook Road, Suite 208  
Owings Mills, MD 21117  
(phone) 410-654-4300  
(fax) 410-654-4301

Davis, Agnor, Rapaport & Skalny, LLC  
10211 Wincopin Circle, Suite 600  
Columbia MD 21044-3431

pg 50: **Youth Safety Appendix D.3**, at the bottom of the page, to complete our entry:  
“BYM Insurance Company”:

Underwriter: GuideOne Insurance  
1111 Ashworth Road  
Des Moines IA 50265-3538

Agent: Kerry Day  
American Insurance Marketing Corporation  
301 Steeple Chase Drive, Suite 106  
Prince Frederick MD 20678  
301-855-9393

pg 51: **Appendix E**, last line in first paragraph, edit to complete the information:  
“A summary of the steps to be followed appears” ~~on pages \_\_\_\_\_~~. at the end of Appendix E.

## **ATTACHMENT I2017-39**

### **AD HOC FAITH AND PRACTICE CLARIFICATION COMMITTEE REPORT**

#### **ad hoc Faith and Practice Process Clarification Committee Updated Report to Sixth Month 2017 Interim Meeting**

##### **1. Charge approved at Tenth Month 2016 Interim Meeting**

Baltimore Yearly Meeting establishes an ad hoc Faith and Practice Process Clarification Committee, which is asked to bring forward a proposal for a first reading at Interim Meeting in March 2017 to 1) offer changes to the Manual of Procedure entries relating to Faith and Practice and 2) provide more detailed guidance to the Faith and Practice Revision Committee (F&PRC) on how to approach its work. A second reading of its proposal would come to Interim Meeting in June 2017. If Interim Meeting reaches unity on a way forward at that time, the ad hoc Committee would be laid down, and the Nominating Committee would be asked to bring names for the F&PRC to Annual Session.

##### **2. Ad hoc committee membership and activity to date**

- Karen Cunyngnam, Annapolis (clerk)
- Kevin Caughlan, Sandy Spring
- Jamie DeMarco, Homewood/Adelphi

- Walt Fry, West Branch
- Peirce Hammond, Bethesda
- Susan Kaul, Bethesda
- Darcy Lane, Sandy Spring
- Fred Leonard, Stony Run
- Ann Marie Moriarty, Adelphi
- Marcy Baker Seitel, Adelphi
- Ken Stockbridge, Patapsco
- Susan Russell Walters, Homewood

We have held five committee meetings and three listening sessions. Attendance at the listening sessions ranged from 2 to 16 people, with some duplication and excluding committee members. We also received feedback submitted to [fandp@bym-rsf.org](mailto:fandp@bym-rsf.org). We made a report to Third Month Interim Meeting and will bring a final report to Annual Session. We expect to be laid down at Annual Session.

### 3. Recommendations

(a) We recommend that the committee be the “Faith and Practice Committee” (striking “Revision” from the name) and that it be a standing committee (rather than being constituted only when proposed revisions have been presented in writing to the Yearly Meeting.)

(b) We bring as a first reading the following language to replace the current description of the committee on page 14 of Manual of Procedure:

The Faith and Practice Committee consists of six to ten persons nominated by the Nominating Committee and appointed by the Yearly Meeting. The Faith and Practice Committee will be deliberate in its relationship with other committees, particularly the Ministry and Pastoral Care Committee. Nominating Committee will consider diversity of faith and of practice when nominating members to the Faith and Practice Committee. The Faith and Practice Committee has the care of our *Faith and Practice* and will regularly review it. *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 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 their local meeting. The Faith and Practice Committee is available to help with this process, working to ensure that all concerns are seasoned at the appropriate level. Parallel to the Manual of

Procedure process, the Faith and Practice Committee may make non-substantive changes to the document and inform the body of the Yearly Meeting. The Committee is responsible for printing, posting, and distribution of *Faith and Practice* or its revised sections, in coordination with Supervisory Committee.

(c) We recommend that the second paragraph (“Seasoned changes” through “Supervisory Committee”) replace the current language in Section X on page 29 of the Manual of Procedure. (At some point in the future, the Faith and Practice Committee and/or the Manual of Procedure Committee may recommend eliminating Section X rather than duplicating part of the committee description.)

(d) We have noticed there may be some lack of clarity about the status of the revised *Faith and Practice* that was proposed at the 2013 Annual Session. While the 2013 version was not accepted, the 2013 Presiding Clerk suggested that meetings try using it to see if it works for them. In fact, some local meetings are currently using the 2013 proposed *Faith and Practice*. To ensure a common understanding of the status of both documents, our committee agreed to use the following language in our work, and recommend others do the same:

- We will refer to BYM’s current *Faith and Practice* as “the most recently approved 1988 *Faith and Practice*”
- We will refer to the version brought forward in 2013 as “the 2013 resource document for *Faith and Practice*”

#### **4. Remaining work**

We will bring recommended changes to the Manual of Procedure to Annual Session for a second reading, incorporating feedback received during and after Sixth Month Interim Meeting.

We will also develop a set of advices for the Faith and Practice Committee, should it be appointed at Annual Session. The advices will be based on the listening sessions, feedback received at Interim Meetings, comments submitted though [fanp@bym-rsf.org](mailto:fanp@bym-rsf.org) and directly to committee members, and our committee’s own discernment. We also welcome additional responses (sent to [fanp@bym-rsf.org](mailto:fanp@bym-rsf.org)) to these queries posed at the listening sessions:

- *Faith and Practice*: How and when have you used *Faith and Practice*? What do we want and need from our *Faith and Practice*, now and in the future? How do we want *Faith and Practice* to express the diversity within our faith and our practice?
- Faith and Practice Committee: How would we like the Faith and Practice Committee to communicate with local meetings, other worshipping communities, and other committees? How do we want the Committee to work? How do we want the Committee to be constituted?
- Faith and Practice Process Clarification Committee: ... Do you agree with ... [our] recommendations [to Third and Sixth Month Interim Meetings]? We did not reach agreement on whether Faith and Practice Committee members need to be members of a BYM local meeting. What are your thoughts?

## **ATTACHMENT I2017-40**

### **AD HOC HEALTHY ORGANIZATION AND PURPOSEFUL EVOLUTION (HOPE) COMMITTEE REPORT**

#### **Ad Hoc Healthy Organization and Purposeful Evolution (HOPE) Committee Report to Interim Meeting, Baltimore Yearly Meeting 6/17/2017**

Last August, the HOPE Committee presented four recommendations to Annual Session (page 132 of the 2016 Yearbook):

1. Create committee clusters to increase communication and coordination and decrease duplication of effort.
2. Adjust BYM staffing to increase ability for staff to focus on supporting local Meetings and volunteers.
3. Increase training and support for committee clerks.
4. Create an Executive Committee.

The first and third of these recommendations did not require action by the body since they are within the purview of your Yearly Meeting clerks to carry forward. After Annual Session, we focused first on the staffing recommendation, which we revised and brought forward to you in March. At that time, Interim Meeting approved forwarding that recommendation to the Supervisory Committee to develop the related job descriptions and to Stewardship and Finance to explore the feasibility of funding the staff changes. Both the job descriptions and budget would come back to the body for consideration. After that meeting, our committee turned to the question of an executive committee. As noted at March Interim Meeting, four members remain on the committee: your two Yearly Meeting clerks and two staff members—the General Secretary and Camp Property Manager.

After extensive deliberations, the HOPE Committee withdraws its recommendation to create an executive committee. We thoroughly reviewed the various functions that it might serve. While the Yearly Meeting may want to revisit this question in the future, for now, the Committee recommends other ways to fulfill the needs such a committee might serve, as discussed below.

As we turned our attention to the idea of an Executive Committee, our new Clerk of Interim Meeting and new General Secretary brought fresh ideas and insights to our work. In particular, we looked in new ways and with greater focus at how the Yearly Meeting serves its local Meetings and how the Yearly Meeting sets priorities and long-term plans. We came to realize that the range of issues to consider had become broader than the original executive committee recommendation had contemplated. We felt these issues deserved further discussion within the Yearly Meeting and became acutely aware of our committee's diminished numbers and our capacity to facilitate that broader conversation. We considered the possibility of repopulating the committee but decided first to review the issues to be considered. We concluded that other approaches existed to fill the needs that an Executive Committee would address and that we should try those first.

In particular, here are five concerns we explored and our suggestions for next steps to take on each:

- 1. Coordination of BYM Committee efforts:** We need to avoid redundancy of efforts and help others with related concerns know what is going on. (This also relates to the first of the four original recommendations, but an Executive Committee may have also had a role in this.)

**Next step:** Each year have the Clerk of Interim Meeting develop a plan for keeping in touch with, nurturing, and encourage sharing among committee clerks. As with the original recommendation, this is within the Interim Clerk's purview and does not require action by the body.

- 2. Reviewing, coordinating, publicizing, and applying policies:** The Yearly Meeting has a variety of policies, some of which cover the entire Yearly Meeting and some of which individual committees develop relating to their own work. Examples include the Youth Safety Policy, Vehicle and Driver Policy, various personnel policies, camp policies, etc. The Yearly Meeting needs to ensure that we review, coordinate, publicize, and apply these policies and advise people with questions about them.

**Next step:** Ask Trustees to take this under its care or propose a way to do it. Trustees have the legal and fiduciary responsibility for the Yearly Meeting and have been instrumental in developing many of our policies in coordination with affected parties.

- 3. Making decisions between Interim Meetings and Annual Session:** To address this occasional need, we would want a process that is responsive, effective, and transparent. The *Manual of Procedure* currently gives this responsibility to the Supervisory Committee. (p. 7, last paragraph) However, in recent years, that committee has questioned how far that authority goes. The Supervisory Committee is willing to accept this responsibility if the body reaffirms it.

**Next Step:** Reaffirm existing language in the Manual of Procedure, as restated in the action items below.

- 4. Bring in YAFs and newcomers better by making it more clear how things get done in BYM:**

**Next step:** Ask the Advancement and Outreach and the ad hoc Growing Diverse Leadership Committees to continue their work in finding ways to bring young adults into the full life of the Yearly Meeting and to report regularly on this work. This already fits within the charges of these committees and does not require further action by the body.

- 5. Setting goals and priorities for the work of the Yearly Meeting:**

**Next Step:** Supervisory Committee would begin this work in its support of the General Secretary and staff and consider how the rest of the Yearly Meeting could be involved in this when needed. This fits within the responsibilities of Supervisory Committee.

In addition to these concerns, the HOPE Committee discussed how to support local Meetings, including the care of our Meeting Visit efforts and how to foster communication of all sorts, including the issuance of public statements. These continue to be ongoing concerns in need of further attention. They also fall within the responsibilities of the Yearly Meeting clerks and General Secretary, who will keep the discussion going as way opens.

**Action Items:**

Given the above discussion, **today we ask Interim Meeting to:**

1. ask Trustees to explore taking responsibility for or propose an alternative for the review, coordination, publication, and application of the various policies of the Yearly Meeting and its committees.
2. reaffirm the language in the Manual of Procedure on the bottom of page 7 which empowers the Supervisory Committee, between meetings of the Interim Meeting, to “act upon urgent matters not involving policy nor of such importance as to justify a special session of the Interim Meeting. All such actions are to be reported to the Interim Meeting at its next session.”
3. accept this as the HOPE Committee’s final report, and
4. lay down the ad hoc HOPE Committee.

We thank the Yearly Meeting for its consideration of this report and the opportunity to work on these important concerns.

Current members of the ad hoc HOPE Committee:

- Ken Stockbridge, Presiding Clerk
- Marcy Baker Seitel, Clerk of Interim Meeting
- Ned Stowe, General Secretary
- David Hunter, staff



**INTERIM MEETING**  
**TENTH MONTH 14, 2017**  
**HOMEWOOD FRIENDS MEETING**

**12017-43** *Opening.* Baltimore Yearly Meeting's Interim Meeting gathered on 10/14/2017 at the Homewood Meeting House in Baltimore, Maryland. A list of affiliations of attenders is attached. We thanked those from Homewood Friends Meeting for their hospitality. George Amoss (Homewood) welcomed us. Pat Powers (Sandy Spring) presented George with a fund-raising vinyl recording of songs of indigenous peoples for Homewood's historical archives.

From the silence, those present named people and places to be held in the Light.

**12017-44** *Report on Charlottesville event.* Barbarie Hill (Charlottesville) read a report from Charlottesville Friends Meeting's Peace and Social Concerns Committee on recent white supremacist rallies in Charlottesville and the responses of Quakers and others to them; the written version of the report is attached. Those with questions can be in touch with people from Charlottesville Friends Meeting.

We heard a sense that our Peace and Social Concerns Committee might develop specific proposals for actions for the Yearly Meeting to take in this matter; the Yearly Meeting's Peace and Social Concerns Clerk indicated a readiness to be in touch with Charlottesville's Peace and Social Concerns Committee to learn what the Yearly Meeting might do.

**12017-45** *Epistles.* Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, reviewed our latest Annual Session's work on our epistle's treatment of racism, the lengthy, emotional discussion of the language involved, and the responses to the epistle and the process of approving it. Ruby Branyan (Sandy Spring) and Rosie Silvers (Shiloh) read aloud a statement prepared by Young Friends on being anti-racist and concern about the negative reaction to use of "anti-racist;" the statement is attached. We **ACCEPTED** the statement, recognizing that everyone is affected by and implicated in racism and committing to dialog, beginning at our upcoming 11/11/2017 Interim Meeting, taking us toward action.

We heard a hope that in statements we might say both what we are against and what we are for. We heard a sense that there are some issues where affirmation is no longer effective. We were reminded that many historic Quaker testimonies were testimonies against. We heard a hope that the Young Friends statement might be sent to local Meetings for responses, allowing wider consideration than possible by this group today. We were reminded that our need to continue discussion before we can unify with the word "anti-racist" is hurtful to members of our community. We heard a sense that dialog can be made possible if it includes apology and thankfulness to Friends of color. We were called to set aside the cynicism, doubt, tiredness, and pessimism that may come with age as we move toward action. We were asked to consider how the terms we use affect our actions. We heard a desire to get beyond words to underlying issues in dialog.

We heard read aloud a statement from the Baltimore Strengthening Transformative Rela-

tionships in Diverse Environments (STRIDE) Working Group; the written version of the statement is attached.

Alex Bean (Adelphi), on behalf of Young Adult Friends, presented an updated version of their epistle for this year; the written version is attached. Alex read aloud its disclaimer, which describes the epistle's chapters and appendices. We **ACCEPTED** the updated Young Adult Friends epistle and **APPROVED** its attachment to the general Yearly Meeting epistle.

**12017-46 Nominating Committee.** Margaret Stambaugh (Gettysburg) reported on behalf of Nominating Committee. At the Committee's recommendation, on this first and only reading, we **APPROVED** this: we named Barb Adams (Richmond) to serve as Quaker Earthcare Witness representative through 2020 and Sue Hunter (York) to serve as Friends Wilderness Center representative through 2020. We **ACCEPTED** these resignations: Ken Orvis (Washington), Camp Property Management; Jules Arginteanu (Richmond), Religious Education; Michael DeHart (Sandy Spring), Religious Education; Jim Wagner (Frederick), Unity With Nature; Grace McFarlane (Baltimore, Stony Run), Youth Programs.

**12017-47 Visiting meetings.** Meg Boyd Meyer (Baltimore, Stony Run) reported on behalf of the Baltimore Yearly Meeting Visit Group; the written version of the report is attached. We were urged to make a commitment to visit one Meeting other than our own in the coming year, and to report visits to the Visit Group using its web site.

**12017-48 Ramallah Friends School.** Georgia Fuller (Langley Hill), Friends United Meeting representative, reported on Ramallah Friends School; the written version of the report and copies of correspondence are attached.

**12017-49 Peace and Social Concerns.** Phil Caroom (Annapolis), Peace and Social Concerns Clerk, reported; the written version of the report is attached.

**12017-50 Working Group on Racism.** David Etheridge (Washington), Working Group on Racism Clerk, reported; a list of ideas for lowering barriers for people of color is attached. David noted an effort to create local Meeting change teams to lower barriers; work with diverse congregations and congregations of people of color, listed with the ideas, can be helpful. David reported on anti-racist actions taken in Baltimore, Charlottesville, Duncannon Creek, the District of Columbia, and Annapolis. The Committee's list includes many ideas for actions by Meetings and some ideas for individuals; an earlier list, developed in response to events in Ferguson, Missouri, is more focused on individual actions.

**12017-51 Camp Property Manager's annual report.** David Hunter (Frederick), Camp Property Manager, reported; the written version of the report is attached. David noted of the new Catoctin bathhouse: "it is beautiful; it is functional; and we still need a little bit of money to pay for it." David highlighted ongoing consideration of the future of the Opequon camp site, complicated by the fact that the Yearly Meeting does not own the property (which is not for sale); some investigation of alternatives has been done; no decisions have been made. The evolution of work weekends to family camp weekends has increased both

participation and fun.

**12017-52** *Camp Program Manager's annual report.* Jane Megginson (Frederick), Camp Program Manager, reported; the written version of the report is attached. Jane was okay with reporting non-record-breaking camp attendance this year; camps were at 91% of capacity, about the 90.7% average for the years since 2004 (with a low of 86% and a high of 98%). Jane mentioned the camping program's excitement, passion, and chaos. Jane noted the value of providing about 120 young people with summer employment. Jane reported that 26% of campers were people of color, 36% were Quakers, 108 campers received financial aid from the Yearly Meeting, and 58 campers received financial aid from local Meetings. Jane was pleased with the new bathhouse sitting on our Catocin camp. Jane appreciated the work of Yearly Meeting volunteers in making the camping program possible.

We heard appreciation for the participation of campers at our Annual Session.

**12017-53** *Presiding Clerk's report.* Ken Stockbridge (Patapsco), Yearly Meeting Presiding Clerk, reported; the written version of the report is attached. Ken's sense is that the title of the report, "Our Yearly Meeting At A Crossroads," is not overly dramatic, that we have before us vital matters: how to budget for and pay for our activities; service to local Meetings; the nature of the relationships among our camps, our local Meetings, and the Yearly Meeting; maintaining efforts to grow diverse leadership; and both support for staff and levels of staffing.

**12017-54** *Development Director's report.* Ann Venable, Development Director, reported; the written version of the report is attached. Ann sought to focus not on budget numbers but on what budget numbers mean. Ann projected apportionment totals staying relatively constant, as they have in recent years, and donations continuing to grow, as they have in recent years. Ann highlighted the success of the Strengthening Transformative Relationships in Diverse Environments (STRIDE) program, with participants at Catocin, Opequon, and Shiloh camps. We heard of the involvement of younger Friends in the work of the STRIDE groups.

**12017-55** *Staffing.* Ken Stockbridge (Patapsco) began presiding. Marcy Baker Seitel (Adelphi), Supervisory Committee Clerk, presented Supervisory Committee's staffing recommendations; the written version of the recommendations is attached. Supervisory Committee recommended changing from having an Administration Manager and a part-time Administrative Assistant to having an Associate General Secretary and a full-time Administrative Assistant.

We **APPROVED** Supervisory Committee's Associate General Secretary and Administrative Assistant job descriptions. We **MINUTED** our appreciation to Supervisory Committee and the Healthy Organization and Purposeful Evolution Committee for their work, and to staff for their patience.

Marcy Baker Seitel (Adelphi) resumed presiding.

**I2017-56 Treasurer's report.** Tom Hill (Charlottesville), Treasurer, reported; the written version of the report is attached. Tom noted that the form of the year-to-date reports has changed. Long-term investments are listed at market value; their future value is unknowable. About \$360,000 of costs, primarily on bathhouse construction, came from the release of funds accumulated from restricted donations. When asked whether restricted or unrestricted donations were preferred, Tom's answer included "both."

**I2017-57 Stewardship and Finance.** Jim Lynn (Sandy Spring), Stewardship and Finance Co-clerk, presented a report on Friendly bathhouse loans and, for first reading, our 2018 capital and operating budgets; the written versions of the documents are attached.

Jim noted that the budget includes the additional expenses associated with staffing changes. Jim reported that development folks are confident in our ability to meet the budget's unrestricted, youth program, and camp contribution levels. The net operating loss for 2018 is currently \$69,100 in the budget. Jim reported efforts to redirect donations restricted for capital purpose to either unrestricted donations or donations restricted for operating purpose.

We heard a concern about reductions to funding for other Quaker organizations; we heard that Stewardship and Finance devoted considerable time to consideration of the levels of funding which, for the large organizations, are consistent with 2014 levels.

We heard appreciation for the work of the Treasurer and the Stewardship and Finance Committee.

**I2017-58 Closing.** We heard, improved, and **APPROVED** these minutes.

We **ADJOURNED**, to gather next as Interim Meeting on 11/11/2017, hosted by Sandy Spring Friends in Sandy Spring, Maryland, or at the call of the Clerk of Interim Meeting.

Marcy Baker Seitel, presiding  
Ken Stockbridge, presiding

Arthur David Olson, recording

## **ATTACHMENT I2017-43**

### **FRIENDS IN ATTENDANCE**

**Adelphi:** Christine Ashley, Marcy Baker Seitel, Alex Bean, Stephanie Bean, Diane McHale, Catherine McHugh, Mckenzie Morgan, Ann Marie Moriarty, Jolee Robinson, Victor Thuronyi; **Alexandria:** Becka Haines Rosenberg; **Annapolis:** Phil Caroom, Karen Cunnyngham; **Baltimore, Stony Run:** Margaret Boyd Meyer, Fred Leonard; **Bethesda:** Lauren Brownlee, Peirce Hammond, Liz Hofmeister, Susan Kaul; **Blacksburg:** Nic Tideman; **Charlottesville:** Barbarie Hill, Tom Hill; **Eastland:** Linda Coates, John Yost; **Frederick:** Kat Darnell, Helen Forsythe Tasker, David Hunter, Carlotta Joyner, Jane Megginson, Greg Tobin; **Friends Meeting of Washington:** Mary Campbell, David Etheridge, Susan Griffin, Carol Phelps,

Byron Sandford, Bill Strein; **Gettysburg**: Margaret Stambaugh; **Gunpowder**: Bob Fetter, Rebecca Pickard, Jean Wilson; **Herndon**: Cathy Tunis, Harry Tunis; **Homewood**: George Amoss, Laura Grothaus, Kathryn Munnell, Susan Russell Walters; **Hopewell Centre**: Anne Bacon, Jim Riley, Joshua Riley; **Langley Hill**: Sheila Bach, Georgia Fuller, Rebecca Rawls, Betty Smallwood; **Little Britain**: Sue Lamborn; **Menallen**: Dave French, Donna Kolaetis; **Norfolk**: Harriet Schley; **Nottingham**: Janet Eaby, Jason Eaby; **Patapsco**: Ramona Buck, Ken Stockbridge; **Richmond**: Ellen Arginteanu, Denna Joy; **Sandy Spring**: Ruby Branyan, Natalie Finegar, Wayne Finegar, Linda Garrettson, Deborah Legowski, Margo Lehman, Rich Liversidge, Nancy McIntyre, Betsy Roush, Mark Roush, Ned Stowe, Gloria Victor Dorr; **Shiloh**: Rosie Silvers; **Yearly Meeting Staff**: Jossie Dowling, Dyresha Harris, Ann Venable; **Takoma Park**: Annalee Flower Horne, Arthur David Olson; **West Branch**: Walt Fry; **York**: Sue Hunter.

## **ATTACHMENT I2017-44**

### **PEACE AND SOCIAL CONCERNS COMMITTEE OF CHARLOTTESVILLE FRIENDS MEETING REPORT**

Tenth Month, 2017

Peace and Social Concerns Committee of the Charlottesville Monthly Meeting of the Religious Society of Friends

Interim Report to Baltimore Yearly Meeting on “August 12”

Charlottesville Friends have been severely tested by the events of eighth month 12, when demonstrators associated with the so-called alt-right assembled in our city. These demonstrators were supporters of an ideology of white supremacy and Nazism, who threatened Jews and people of color, while engaging in acts of murderous violence that led to the death of Heather Heyer and two police officers, H. Jay Cullen and M.M. Bates. Throughout these events we have endeavored to give witness to our testimony of equality in response to their rhetoric of intolerance, to articulate our commitment to love in the face of hatred, and to value community over division. We have aspired to live, as George Fox did, in “the covenant of peace which was before wars and strife were.”

Our Meeting gained some experience dealing with white supremacists from the small Ku Klux Klan rally in Charlottesville in seventh month, which we tried to put to use when planning our response to the rally on the 12th. Prior to the rally, our Peace and Social Concerns Committee held a number of gatherings to achieve clearness on what we should do. While many groups in the Charlottesville community and beyond urged different courses of action, we determined that any Quaker response would have to be nonviolent, that we must, as William Penn taught, “try what Love will do” as a response to our enemies.

We ultimately chose to hold a public meeting for worship in Justice Park, about a five-minute walk from the rally, inviting other members of the community to come join us. Quakers

wore blue t-shirts and held signs to indicate our fidelity to our testimonies, in opposition to the Nazi ideology of the protestors. We worshipped for about 45 minutes under the sound of police helicopters, and had several passersby join us before we broke up the meeting as a number of Nazis carrying clubs and guns began to head in our direction.

Members of the meeting participated in other events in the community. Many Quakers took transportation from our meetinghouse to attend a worship service on the night of the 11th at St. Paul's Episcopal Church intended to show communal solidarity. The end of the service was disturbed when white supremacists held a torchlight gathering and attacked University of Virginia students across the street. On the 12th, individual Friends took part in a public march, provided medical aid, stood with the clergy connected with the group Congregate Charlottesville or counter-protested the alt-right with music and song, acting as they felt led by the spirit.

Since the 12th, Charlottesville has sought to heal. Friends attended public memorials for Heather Heyer and a candlelight vigil at the University of Virginia. We are acutely aware that the feeling of danger caused by the violence of the white supremacists will not go away quickly, and many in our community, and within our own meeting, still feel vulnerable. Several Charlottesville Friends felt that meeting for worship was a great asset in dealing with the trauma of recent events, and, while weary, most of the meeting remains in good spirits. However, as Quakers, we were distressed that the President of the United States did not offer a clearer condemnation of the actions of the Nazis that were present in our community. Friends were also disturbed by the smaller demonstration by white supremacists on tenth month 7th, and by their threats that they will continue to harass the city.

After the 12th, Friends have a newfound clarity, and must redouble our efforts to help immigrants, refugees, the poor and oppressed, committing ourselves to obedience to the promptings of the inward light. The first Friends spoke of the Lambs War, the nonviolent campaign against principalities and powers to unveil the Kingdom of God. Recent events are a potent reminder that as the heirs to that legacy we too must take an active hand to overcome evil to realize a better world.

## **ATTACHMENT I2017-45**

### **YOUNG FRIENDS STATEMENT**

From the Young Friends to the larger BYM community,

Young Friends is anti-racist. Words hold power, and we have chosen to describe ourselves with this term because of its power. Young Friends finds it imperative to support the people of color in our community, and in our eyes the only positive course of action is to take an aggressive and forward stance against racism. Our country is ravaged by systemic racism, and if we do not take an active position against this institution, then we as a group are part of the problem. In order to be "pro-equality" or "pro-diversity," one must, by definition, be anti-racist. As a group that strives to perpetuate social justice, we were concerned by the negative reaction of some Friends to the use of the word "anti-racist." BYM taking an anti-racist stance is not exclusionary; rather, it promotes the inclusion and support of all

people. We must consider the message we send to victims of racism, and to do this we must confront the racism within our own community. Young Friends is anti-racist, and we ask the rest of the BYM community to uphold these same values.

Love and Light,  
Young Friends

## **ATTACHMENT I2017-45**

### **STATEMENT OF BALTIMORE STRENGTHENING TRANSFORMATIVE RELATIONSHIPS IN DIVERSE ENVIRONMENTS (STRIDE) WORKING GROUP**

**STRIDE** is shorthand for the verbose and descriptive acronym Strengthening Transformative Relationships In Diverse Environments. This weighty phrase carries a lot on its shoulders and is also simple in its message: genuine diversity changes us and makes us stronger.

As a working group of the Camping Program Committee, **STRIDE** creates further access for campers of color to the BYM camping program. The four chapters (Philadelphia, DC, Baltimore and Charlottesville) do this work not only through material means, but also by assessing the culture of camp to make it an inclusive and welcoming place. This requires a willingness of camp culture to be malleable - open to change, so each new member of the community can express their truest, most loving and loved self.

The inclusivity and love described here have been felt by many camp folks since camp's beginnings 60 years ago. All this while the dominant culture at camp (and at most summer camps in the US) remains white and upper-middle class. However, It has not always been easy to feel ownership of camp outside of this dominant identity. We are still seeking and growing into the creation of a camping program that is available to and created by the campers, staff, committees and Yearly Meeting of diverse races, ethnicities, class backgrounds, genders, sexualities, ages, abilities and \_\_\_\_\_. Wow! This process is not nearly done, and yet even as we work, it is so gorgeous! And messy! And hard! And worthwhile! Conflicts and queries we work through with campers, on camping staffs and in Camping Program Committee represent an intergenerational learning process that brings up what is hard or ugly or uncomfortable to be examined and cultivated into lived versions of our ideals.

This continual working process feels true as a goal for BYM as a whole: an openness and malleability, held together by Quaker testimonies, that allows us to keep learning and changing to be a genuinely welcoming faith practice. It is scary to have heard about the hurt that arose during Annual Session this past August, as it is painful to know that an institution and individuals we love and trust have caused each other harm. Similar to camp culture, dominant culture within BYM is white and upper-middle class (though certainly not exclusively! Diversity of many types does exist within BYM and we must amplify and listen to these voices!). We have to own the fact institutionally and individually, that BYM has not yet created the space for all of its members or future members to feel seen and cared for. We can hold each other firmly and lovingly accountable for what we need to change. We open ourselves to the seeking and work that may require change or sacrifice in order to create a truly welcoming and truly loving community. It will make us stronger.

## **ATTACHMENT I2017-45**

### **UPDATED YOUNG ADULT FRIENDS EPISTLE**

#### Disclaimer

It is not in the practice of Friends to send an Epistle out to the world with disclaimers, chapters or appendices. However, there are times when such add-ons become necessary. In this case, necessity stems from the 346th Annual Session of the Baltimore Yearly Meeting of the Religious Society of Friends (BYM), where Friends failed to unite behind the phrasing, “as we strive to become an anti-racist community,” within BYM’s General Epistle.

For those unaware, Young Adult Friends (YAF) is a youth group within BYM that serves its community members aged 18 – 35. This year our personal Epistle was written by the YAF community as a whole rather than a separate committee and we were quite proud of the work put in crafting a summation of our community. That Saturday night, when we approved this Epistle, the most traumatic occurrence of Annual Session was a failed workshop idea resulting in sixty individually wrapped eggs sitting in our fridge. By Sunday night, while our Epistle was undoubtedly still egg-cellent, it was clear it was meant to serve as a vessel for a greater message.

Chapter One of this document is our epistle as approved by the YAF community and read to the Greater BYM community during Annual Session. Although it may seem frivolous in light of what follows, it stands as a record of a community built on unconditional caring, love and trust, who celebrate each other’s gifts, and who support each other fiercely. It is this community that gives our members strength to speak out. Which leads to Chapter Two, a letter written after much reflection, worship and care summarizing one Young Adult Friend’s personal view of Sunday’s Business Meeting.

Appendix One is a transcript of the message said Friend, Becca Bacon, originally gave to BYM that Sunday with closing comments by Jennifer Vekert, another Young Adult Friend. Becca is the current Co-Communication Coordinator for YAF while Jennifer is its Co-Clerk. These titles are not included as aggrandizements, but rather to illustrate that both are deeply committed to the Society of Friends. Appendix Two is the write up for this year’s Annual Session theme, Appendix Three is the General Epistle as originally presented with the relevant paragraph highlighted and underlined, and Appendix Four is the paragraph as it was revised. We present these as historical documents of what took place.

At this time, Young Adult Friends would like to express thanks to the following Older Adult Friends for their roles throughout this incident. Ken Stockbridge, BYM Clerk, and a Quaker Process Geek who was able to make the best of a dumpster fire of a Business Meeting. Pierce Hammond, member of the BYM Epistle Committee who spoke calmly and forcefully in favor of the term “anti-racist.” Ned Stowe, who unobtrusively ensured sobbing YAFs were given needed privacy. Jeannette Smith, who provided indispensable refuge and pampering to a distraught YAF for 24 hours straight while they worked through some weighty matters. We are grateful to them and call on other Friends to look to them for examples of how to be a good ally.

Young Adult Friends also take great pride in the excellent comportment and strength of message from the Young Friends Community and appreciate their support on this issue. We urge them to keep up the good work and want them to know we are here for them as well.

Lastly, Young Adult Friends would like to state that, while we are far from perfect, we resolutely declare ourselves to be anti-racist community. It is to our great sadness, confusion and rage, that we cannot unequivocally say the same of Baltimore Yearly Meeting at this time.

Chapter One:  
The 2017 Young Adult Friends Epistle

In the Beginning, there was Maggie.

Then the rest of us showed up.

Two Thousand Seventeen was a year of egg-clectic growth for Young Adult Friends. This Year YAFs: Graduated with degrees in psychology, computer science, and textiles; received a certification in massage therapy, got swole, started a business and a novel, began the process of becoming a sign language interpreter, became clerk of a Monthly Meeting, focused on personal health, joined the circus, rafted on an air mattress, became a horrifying mirror of my mother's life, and got better at knitting.

Young Adult Friends gathered in January of this year for an intimate winter conference, with games and food aplenty. Fibbage and one night ultimate werewolf encouraged hilarity and close community. Although our Friends came and went, Adelphi Monthly Meeting provided a nesting space where we could safely roost for the winter... conference, which facilitated close companionship.

In May Young Adult Friends gathered at Langley Hill for an active adventurous weekend. Friends attended the Pride march which included a brief stop at no justice no pride, a fancy dinner, sign making, and a test run of the Growing Diverse Leadership YAF survey. We talked about how to utilize our budget effectively, whether or not we should meet more than 3 times per year (eg. single-day workshops), and hatched a plan to keep better connected.

Annual Session included many egg-citing activities. It is no egg-ageration that YAF found themselves unable to conduct a Moment of Silence without cracking up. We whisked fire and rain to settle into Meeting for Business. We were unable to egg-nore the importance of the Plenary speaker's hard-boiled reporting on racial justice issues. We a-poached the rising seniors to take them out for ice cream and introduce them to the sunny side of YAF.

We started cracking on creating handbooks and guidelines to pass our wisdom on in a less scrambled way. YAF exists to provide support and community to Quakers in a turbulent time in our lives. We are far away from each other, and swamped with responsibilities, and maintaining community is difficult and scary and hard. We share concerns about being

represented, while at the same time sharing concerns that we are asked to serve in roles simply because we check a box.

In the end, there was Maggie and 60 eggs.

Chapter Two:

More: A Letter to the YAF Community by Becca Bacon

Dear Friends,

Some of you may have heard or seen mention that something occurred at BYM's closing Business Meeting but are without the full picture, while others may have no prior knowledge of the event at all. For that reason, I am writing this letter so folks may have the chance to be properly filled in as things go public both in the BYM Yearly minutes and as an addendum to the YAF epistle. We as a community are spread far and wide but we are a community nonetheless. When something this monumental occurs, we must look to one another for support and understanding.

As many of you know, BYM recently gathered for their 346th Annual Session at Hood College in Frederick, Maryland. This year, the theme was "Growing Toward Justice – Acting on Faith." Keynotes for the week consisted of a panel discussion on "Ending the School to Prison Pipeline," a plenary on "Nonviolence and Social Action for All Ages," and a lecture titled "Race, Poverty and Privilege: Working for Justice in Divisive Times." Daily workshops and reports were also given around these themes, though there was opportunity lost in bringing focus to subjects such as substance abuse or the ever-important topic of mental health and the stigmas around it, with priority going to the other issues listed in this year's theme instead. I mention this not only as contextual background to the events that followed, but so that y'all can understand just how much time and attention was given solely to the discussion of racial dynamics in the United States throughout the week.

That Sunday's Business Meeting, debate cropped up due to personal semantic opinions regarding the Epistle. In particular, one Friend stalled on the phrasing, "As we strive to become an anti-racist community," asking that he be recorded as standing aside. As expected, this quickly became the hotbed issue, with opinions coming from all sides. Friends argued for a move away from this "negative phrasing" for more "positive" ones, such as "multicultural," "multiracial" and "inclusive." Suggestions were made to rather state we are a community who "challenges," "confronts" or "strives to heal the disease" racism. Debate and divisiveness were so great, Epistle Committee was asked to take some time to rewrite the offending section while the rest of the community waited in reflective worship for these compromising changes.

It is important to note that, at this point, the issue had dragged on for approximately an hour, with an Epistle Committee member—a Young Adult Friend—in tears. It's a reality difficult for me to write, knowing our Greater Community was so self-involved in the issue that no visible thought was given to a Friend in obvious distress over the subject matter, instead choosing to leave her in public throughout the argument's duration instead.

Folks should know that while the above paragraph was by no means easy to write, following it up has been infinitely harder. For a week, I have struggled to figure out the best way to share my involvement going forward in this story. This is not an experience I relish having to relive, even just in writing, nor is it one I particularly want to publicly share far and wide. It is personal, and painful and mine.

And it's for that very reason I must. At that moment in time, in an auditorium full of people, my voice alone was the one The Spirit called upon to deliver some much-needed perspective on the subject. Perspective that only I and three other people in that room could even begin to give.

I wasn't ready at first. My usual default for these instances is to react sardonically, using a worn-down sense of humor to try and hide the twitch I develop every time the community turns its focus toward subjects such as equality, diversity, social justice, racial privilege and the like. When the argument persisted, I remained silent still, the twitch now as uncontrollable as the knot of emotions being tugged to the forefront inside of me. Years of pent up frustration, pushed aside pain, held back words and tired resignation eventually came spilling out in the form of tears until I could stand to be in the room no longer.

I took up refuge under the door frame of the auditorium's main entrance at first; there I was close enough to hear the discussion but far enough away I couldn't see the faces of those speaking any more. I was found by another YAF who never left my side from that moment on, comforting me in my grief and shielding me from any stares I might have attracted. Without him there, I am unsure whether The Spirit would have had chance to reach me, so unsettled my heart was on its own. For that reason, I will never be able to thank him enough for holding me both in his arms and in his Light throughout the ordeal, giving me the strength and headspace to do what I needed to do, or for the protective, steady presence he provided in the aftermath as well.

When the room settled in worshipful wait, so did we, moving to sit against the back wall of the auditorium. It was there, when the outside world ceased to bluster, that I could finally hear within. Quiet at first, then louder and louder, fragments of sentences kept making their way into my thoughts until there were so many I had to write the words down just to keep them straight. Overcome by an urgency I couldn't explain when the revised Epistle was read, I was suddenly worried that the argument would wrap up before I was able to finish piecing together my statement. As a birthright Quaker, I realize now I should have known, unfortunately, there was no fear of a quick resolution by this community. By the time I was as ready as I was ever going to get, multiple Friends had since gone on recorded stating their displeasure with the rewrite. Several were now standing aside in light of the revised epistle. One of these older Friends went so far as to ask that he be removed from Epistle Committee altogether if the words "anti-racist" were removed.

Since then, I have recounted the event to a select few, each time likening the incident to a powder keg just waiting to explode. All it needed was a spark. All it needed, apparently, was me.

My words can be found attached though Friends will have to trust me when I say the current of emotions running through that room the day it was first read (with shaking hands and faltered speech) were what gave them true impact.

The explosions they created were swift to follow. I had barely retreated back to my place of refuge when the YAF on Epistle spoke. Those of you who have spent even a modicum of time with her know that she holds back no punches, so it should come as no surprise just how raw and passionate the words of one Jenny Vekert were. In a message only lacking in a mic drop at the end of it, she informed the meeting that, along with other things, she had never been more ashamed of the Greater BYM community in her life and promptly walked off stage.

The body was just beginning to sort through this one-two punch when the Young Friends community delivered a final blow. While most of the YFs in attendance had already departed as one from Business Meeting, needing time to prepare for their own closing worship, their two Reading Clerks for the day remained. Removing themselves from the Clerk's Table, they joined the rest of the body to deliver their eldering. They chastised the Greater BYM community, denouncing them as a positive role model for Quaker process and practice in light of continuing negative patterns over the years regarding how it as a body conducts itself. Stating their support for YAF, they too revealed their disappointment in the community on this day. Over the past week, they have continued to lend voice to the issue, sharing their thoughts through social media.

The rest of Business Meeting—as is most of the two hours spent on the topic—is still a blur for me. I admit to not remembering the resolution reached, or whether there was any at all. In giving my message, I had stood up in front of my community and accused it of racism, no matter how casual or accidental, citing my own experiences as an example. And in doing so, I had shattered not only the feeling of unconditional love and safety I had always claimed to have within the Greater BYM Community, but I had shattered myself as well.

There are many things I could say about how I felt that day, and the next, and the next. I could admit that I have yet to go one day since without bawling my eyes out or wishing The Spirit could find someone else on whom to call. That I feel so broken inside I don't even know where to start in picking up all of the pieces or whether they'll ever fit back together properly again. That I don't recognize the visibly haunted girl I and others see right now or know the woman she might become throughout all of this.

Instead, I will focus on what's most important – what to do going forward. And what exactly is that, you might ask? My answer is the one word The Spirit has been burning into my head for the last seven days: more.

Do more, say more, divulge more, push for more, teach more, change more, give more, expect more, reach out to more, more, more, more, more.

If some of y'all are already sick of my usage of that word, just imagine how I must feel by now. Unfortunately for me, since last Sunday, there have been no other words quite as able

to temporarily lessen the turmoil I currently feel inside either.

So, more it is. I have yet to figure out what exactly that all entails, but this letter—divulge more, reach out to more—seems like a good place to start. If I keep moving forward in the way I think The Spirit is calling for me to do, I'm gonna need some backup. I'm gonna need folk to hold me and all of my many pieces together as I purposefully decimate them further. To help reach into the mindsets of many for the possible payout of maybe only changing the views of few. To metaphorically roll up theirs sleeves and prepare to get elbow deep messy in an issue far greater than any one of us alone. To act upon more as we are each led. Because the truth of the matter is, I may be the spark, but we are the flame.

Author's Note: It has been confirmed by Ken Stockbridge that the General Epistle with its revised paragraph was approved at Annual Session. For more, his summarization of the issue and Annual Session can be found in his BYM Fall 2017 Interchange article "Listening, Ready to Be Changed."

Appendix One  
Transcript from Sunday Business Meeting

Becca Bacon:

I love this community. Which is why it is all the more painful to have been hurt by it, not only today, but in the past as well. For a community that often totes the importance of change, diversity and inclusion, argument drags on over the semantics of a word when we still have so far to come regarding the greater challenge of practicing what we preach.

Just this week, I had the privilege of being greeted by a Friend in passing with the phrase "hola," the only word spoken by them in our exchange. Innocuous enough, but just damaging enough all the same, especially when added up time and time again over the years.

More disheartening was my experience during a speaker event on racial privilege several years ago when one of the leaders of the discussion approached me during the small group discussion time to make sure "I was understanding the English okay." She had confused me for a visiting Friend, whose only similarity to me was a matching skin tone.

It is easy to laugh or brush these interactions off in the moment, but they add up and, over time, they fester. The issue at hand is difficult. Messy. It is more than talk, and to quibble so fiercely over how to define this phenomenon shows just how much work we still have to do within first.

I beseech Friends not to lose sight of the bigger picture for the sake of pushing personal opinions on a topic many will never fully be able to understand.

Rather, I ask that they recognize there are many ways to approach and define the matter and strive to find the middle ground in between this argument in-

stead, so as not to lose the raw state of our community that is hidden there.

Jennifer Vekert:

Young Adult Friends would like to append Rebecca Bacon's comments to our Epistle.

We had no problem being "anti-slavery" but there are more people enslaved now than there were in 1860.

We had no problem being "anti-war" but not when it is within our own communities.

I have never been so ashamed of this community.

Appendix Two  
Original 2017 Greater BYM Epistle

To Friends Everywhere,

The theme of this 346th Annual Session was "Growing Towards Justice - Acting on Faith." Growth, Justice, Action and Faith were each featured as we met. In particular we noted our growth and growing pains as we sought racial and ethnic diversity, inclusivity, and leadership.

Our Spiritual State of the Meeting Report began with a section written by York Friends Meeting, emphasizing diversity and caring for one another:

*We are all stewards of this garden of grace. In order to care for ourselves and the community, each of us at various times has shouldered a spade, a rake, a hoe, a watering can, or any tool necessary to keep us thriving. The evergreens of winter, the carpet of early spring flowers, the showy blooms of summer and the wispy asters and changing leaves of autumn, reminded us of the diversity and beauty amongst us and all of God's creation.*

Our Growing Diverse Leadership Initiative has moved us to consider who attends in our local meetings and the ways they are engaged. We have attracted to our camps more ethnic minorities as both campers and counselors, by providing opportunities and the support needed to make their participation positive and satisfying. Many of them have begun to be represented in local and yearly meeting activities. For example, a group of campers hiked 14 miles and camped in the nearby yards of local Friends to attend yearly meeting sessions such as our intergenerational plenary on Nonviolence and Social Action for All Ages. Their leadership in that plenary enabled a dynamic cross-age discussion defining what justice and nonviolence mean and the ways Quakers deal with injustice. They were instrumental in our creation of spiritually based — and highly creative and artistic — posters with messages to promote peace and justice. The energy and delight in the whole group was palpable!

As part of the Growing Diverse Leadership Initiative report, Lauren Brownlee, Dyresha Harris, and Marcy Baker Seitel described, “sharing a vision and acting together on the path to the beloved community.” As we strive to become an anti-racist community, we must be willing to lean into our discomfort, which is where our learning zone is. The overall intent of these efforts is “Strengthening Transformative Relationships in Diverse Environments” (STRIDE). Lauren spoke of noticing “a desire for deepening this work among local meetings.” We are working on taking away the barriers of participation of Friends of Color and Young Adult Friends.

We also focused on racial and ethnic diversity and inclusion through a panel on Ending the School to Prison Pipeline. Panelists were experts in juvenile law, conflict resolution, re-entry, public defense, and restorative justice. Friends acknowledged both the need for courage to take a stand (and to know where and how to take a stand) and the need for sustaining the spiritual basis for why we do

Not all our outreach and inclusion efforts end happily. We heard the final Spiritual State of the Meeting report from South Mountain Friends Fellowship where Patapsco Friends have supported a very powerful prison ministry. Due to prison downsizing in Hagerstown, it has been laid down. Friends hold in the Light all those affected by this change.

And there is evidence of work still needed:

The report from our representative to Friends United Meeting noted that changes in FUM’s acceptance of gay and lesbian people - which may seem slow - might be compared with the many years BYM has been spending on the revision of our Faith and Practice and on efforts to increase the diversity of participation and membership in Baltimore Yearly Meeting. Friends in both arenas asked, “Can we give each other more time?”

On Saturday, the body approved a Minute urging our government to refrain from consideration of the use of force in regard to North Korea, an urgent and timely response to saber-rattling during this very week.

Friday evening’s Carey Lecture on Race, Poverty and Privilege: Working for Justice in Divisive Times was given by Shan Cretin, General Secretary, American Friends Service Committee. She traced some aspects American history relating to racism and poverty and also her personal journey in becoming aware of racism and her own privilege. It’s hard to admit, she noted, but I am here on the backs of people who have been exploited. What we can do now, she asked, to repair the damage done to those seen as “other”? Shan had worked in minority communities until a Black Panther told her that if she wanted to make a difference, she needed to work in her community. “We black folks can take care of ourselves. Your white community needs to change.” The concept of shared security, embraced by both AFSC and FCNL, provides a framework that leads to healthy, just relationships--at all levels. It means, “If we really feel secure, we don’t have to dominate.”

In this time of tremendous upheaval and distress in our country and the world, Friends found comfort and, indeed, joy in coming together to work on topics and issues of mutual

concern with an ever-present spiritual underpinning. References to the distressing politics and political, economic and social divisions in the world were common during our week. Even so, Friends focused with energy on a great range of topics and experienced a sense of growth and learning, deepened understanding and access to the Light.

Appendix Three  
2017 Greater BYM Epistle: Revised Paragraph

As part of the Growing Diverse Leadership Initiative report, Lauren Brownlee, Dyresha Harris, and Marcy Baker Seitel described “sharing a vision and acting together on the path to the beloved community.” As we strive to become an anti-racist community, we must be willing to lean into our discomfort, which is where our learning zone is. As Friends considered approving this Epistle, we had a concern about the use of the term “anti-racist,” which was heard as negative; Friends were in agreement that the strongest possible language should be used, but not in agreement of what that language was. We heard a sense that the term “anti-racist” is appropriate; we heard that simply ‘addressing’ racism is too weak, while ‘seeking to end racism’ is too optimistic. We heard the sense that our response to racism might be challenging it, confronting it, correcting it and to heal the disease of racism. We envision a Quaker community that is multicultural, multiracial, equitable, and inclusive.

**ATTACHMENT I2017-47**  
**VISITING MEETINGS REPORT**

**Visiting Meetings**  
**Baltimore Yearly Meeting Visit Group**

Baltimore Yearly Meeting has, for several years, encouraged Friends to visit other Yearly Meetings, especially at their Annual Sessions. In the past few years, BYM has also begun encouraging Friends to make visits to other Monthly Meetings within Baltimore Yearly Meeting.

Visiting a Meeting is a way of being friendly. It also is very illuminating, because our Meetings vary considerably. For example, I decided to visit a Meeting near me because it had no individuals attending Annual Session. I knew it was a small Meeting, and thought it might be struggling. Was I surprised! It was a vibrant –although small – group of adults and children of all ages who welcomed me graciously and told me about their very old Meetinghouse – which has no electricity!

If you are member of a BYM committee, you should consider going to another Meeting and introducing yourself and asking if anyone would like to talk to you about the Committee and its work. If you have never been to another Meeting, you might find that they have very different customs. If you want to hear about anything in particular, you should ask in advance. You can contact a Meeting by sending a note to the person listed in the Yearbook, or you can fill out a page in the VISIT section on the website, and I can help you set up the visit, if you wish.

During the past few months, Midlothian, Hopewell-Centre, Goose Creek, Alexandria, York, and probably other Meetings, have had Homecoming, or anniversary celebrations. These are interesting times to visit another Meeting, and some Friends did so. Coming up will be holiday celebrations. Christmas sing-a-longs are held a number of Meetings: Warrington, Stony Run, where else?

BYM staff plan to visit every Meeting in the Yearly Meeting this year, and have had a good start. But staff visits aren't the same as member visits – and member visits are really worth having! After you make a visit, please fill out the brief form on the VISIT section of the BYM Website. It helps us keep track, and know what follow-up might be helpful, if any.

Thank you for your participation in Baltimore Yearly Meeting.

Meg Boyd Meyer

[meg.boyd.meyer@gmail.com](mailto:meg.boyd.meyer@gmail.com)

or via the VISIT form

## **ATTACHMENT I2017-48**

### **RAMALLAH FRIENDS SCHOOL REPORT**

Report to Interim Meeting, Baltimore Yearly Meeting

October 14, 2017

Georgia Fuller, Langley Hill

BYM Representative to Friends United Meeting

On August 9, 2017 an article was published that contained mischaracterizations about Ramallah Friends Schools and its Go Palestine Summer Camp. The RFS complex is owned by Friends United Meeting. On August 14 FUM public ally refuted the accusations. US Senators Chuck Schumer (D-NY) and Ben Cardin (D-MD) requested that USAID investigate those allegations. The USAID program ASHA (American Hospitals and Schools Abroad) has funded many capital improvements to Ramallah Friends Schools, some costing a million dollars or more.

Sen. Ben Cardin said that a reporter from the Jewish News Service contacted his office about the allegations. Jewish News Service claimed that the summer camp hosted speakers with extremist ideologies and ties to Islamist terror groups.

JNS is a relatively new newswire competing with the more centrist Jewish Telegraphic Agency. The largest funder of the Jewish News Service is an American, Sheldon Adelson. Adelson is a Las Vegas casino billionaire who rejects a peaceful two-state solution to the problems of Israel/Palestine. He spent more than \$100 million during the 2012 election cycle, which included funding Newt Gingrich in his quest for the Republican presidential nomination.

In October Ramallah Friends Schools received a site visit. Their October 7 Facebook page

announced, “RFS was delighted to welcome ASHA/USAID Director Anne Dix visiting from the USA with a delegation of ASHA/USAID and US Consulate in Jerusalem officials for a site visit last week.” There was also a follow-up visit, and both visits seem to have gone well. More visits are expected, including a meeting in Washington, DC at the end of this month between the ASHA leadership and the new principal of RFS, Adrian Moody.

Ways to help Ramallah Friends Schools:

1. Visit RFS
2. Apply to be a Friend in Residence for 3 to 9 months
3. Apply to be a teacher for a year
4. Apply to be the Quaker Life Coordinator, a new staff position requested by the Palestinian school community
5. Stay informed:
  - a. The Ramallah Friends Schools website <http://www.rfs.edu.ps>
  - b. Ramallah Friends School Facebook page
  - c. Friends United Meeting website <http://www.fum.org> Starting place for visits or applications

## **ATTACHMENT I2017-49**

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

BYM – PSC com. report to Interim Meeting on 10/14/17

#### **BYM Working Group on Refugees, Immigration & Sanctuary**

Our working group is able to share what we are doing, get inspired from what others are doing and build a network across our Yearly Meeting on issues of immigration. We envision having a web-based site as a place to share and save info, make announcements and test ideas. We meet by conference call or Skype regularly and convene in person when possible. The members of our group are listed below - and many others indicated a desire to be kept informed on immigration issues. The group is under the care of the Peace & Social Concerns Committee.

Lauren Brownlee (Bethesda), Jim Bell (FMW), Annette Breiling (Frederick), Maria Brown (Stoney Run/Homewood), Roselle Clark (Midlothian), Kathy Fox (Maury River), Deb Hurley (Patapsco), Sheila Kryston (Goose Creek), Erinn Camp Mansour (Sandy Spring), Will McCabe (Goose Creek), Erin Murphy (FMW), Jon Nafziger (Charlottesville), Linda Rabben (Adelphi), Anna Rubin (Patapsco)

Bette Hoover, Clerk (Sandy Spring)

[bette@justpeacecircles.org](mailto:bette@justpeacecircles.org)

202-329-4667

#### **BYM Peace & Social Concerns Committee**

We continue to send BYM Monthly Meeting Peace & Soc.Concerns Com. clerks a quarterly email newsletter with items for possible local action from FCNL, our Working Group on Refugees (above), the “Olive Oil ministry,” and various specific social concerns. We

also invite Monthly Meetings to send us information about local programs / activities that we can share.

We also have begun plans for our third annual BYM Networking Day to be held on Sat., 3/24/17, 9:30 – 3:30 p.m., at Friends Meeting School, in Ijamsville, Md. An email survey has been sent to each Monthly Meeting to invite selections or workshop topics. Friends also will be encouraged to bring and share experiences – positive and negative – of yourselves and your Meetings with local programs.

One possible workshop may offer advice on how to improve your Meeting’s website and how to use social media to reach younger adults in your area. We anticipate that each workshop also will offer handouts but, for this internet workshop, you also may bring your laptop or tablet to receive hands-on instruction!

If your Meeting has not received the email newsletter or survey, please email to BYM PSC clerk, Phil Caroom, at [pcaroom@gmail.com](mailto:pcaroom@gmail.com) and we will send them to you!

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One other item from BYM PSC is this. We are considering proposed BYM minutes on two potentially controversial issues: 1) “End-of-Life” options for terminally-ill patients who knowingly chose this; and 2) Transgender rights, particularly for those in military or government service. When drafts are finalized, we will request that these be circulated via BYM Interchange or similar means, inviting individual Friends and Monthly Meetings to assist us in seasoning these proposals and to send your views of them.

## **ATTACHMENT I2017-50 WORKING GROUP ON RACISM REPORT**

### **Ideas for lowering barriers for people of color in our Meetings**

(Feel free to start with whichever ideas seem most doable and sensible.)

1. Recruit a small group within the Meeting that is willing to focus on efforts to move the Meeting to becoming more multicultural
2. Let people know we exist in ways other than “word of mouth” such as print, broadcast and online media
3. Make sure information about the Meeting shows up in communities of color and in media read by those communities
4. Conduct First Day programs that assume the presence of children of color and work to meet the needs of all children
5. Conduct workshops on how racism affects both whites and people of color.
6. Conduct workshops on understanding microaggressions
7. Encourage white Friends to get to know individual people of color.
8. Encourage Friends not to let their fears of interracial missteps--no matter how well founded those fears are--keep them from engaging with people of other ethnicities

9. Increase emphasis on pastoral care
10. Become actively involved in local community social justice work that is led by people of color.
11. Learn how congregations composed mostly of people of color support their membership and consider using similar approaches in the Meeting
12. Learn from denominations that have been making an effort to be more multicultural (e.g. UU, UCC and Episcopal Church)
13. Learn from local congregations that have been successfully multicultural (less than 80% of any one race) for many years
14. Conduct regular antiracism audits of Meeting
15. Work with the BYM camping program
16. Provide meals rather than snacks at Meeting events
17. Reduce costs of attending Meeting events either through Meeting subsidies or scholarships or through reliance on free-will offerings
18. Be alert to specific barriers individual people of color may encounter in becoming involved and work to overcome them
19. Seek feedback from people of color and take it seriously
20. Make sure any people of color involved in Meeting activities are heard when they speak
21. Help individual people of color who show up several times to become more involved in Meeting work
22. Insure that photos and graphic art used in Meeting activities include people of color
23. Use bilingual Spanish/English signage in the meeting house.
24. Develop joint youth program with a multicultural or mostly people of color congregation
25. Look for resources in the “Black Studies” department of the local university
26. Conduct a Listening Project within the Meeting on diversity and outreach.
27. Create a fund so people who make their living helping communities address diversity issues can be paid for helping the Meeting with those issues.
28. Introduce and welcome visitors before the start of Meeting of Worship.
29. Let Friends know about the activities of the Fellowship of Friends of African Descent in the Meeting newsletter or email list.
30. Conduct several sessions of age-appropriate antiracism training for the First Day School and then ask children to report what they learned at the Rise of Meeting.
31. Create a fund to support members or attenders in attending training programs on racial issues.
32. Have one or more white Friends who Friends of color know are willing to speak up on their behalf, if requested, concerning race-related problems in the Meeting.

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## ATTACHMENT I2017-51

### CAMP PROPERTY MANAGER'S ANNUAL REPORT

Staff Report of the Camp Property Manager  
to Baltimore Yearly Meeting  
David Hunter  
October 2017

#### **Catoctin**

#### ***Have you seen the new Catoctin Bathhouse?***

This question was in the air this summer at all of the camps. The Catoctin Bathhouse was a big undertaking for us and we dove into the project without a complete understanding of the complexity and challenges the work would involve. The project



was completed just in time for camp and it is amazing to reflect on how many individuals' efforts when in to making the vision a reality. The end result is a building that is attractive, functional and speaks eloquently of our values. It is a building we can all be proud of.

We had a spectacular ground breaking celebration on Memorial day in 2016 which we dubbed "The Day of Destruction." One bathhouse was completely demolished, blocks were sorted, recyclables were removed and fixtures were salvaged. Soon after, Camp staff, volunteers and friends of the camping program began clearing the site and stockpiling logs. The logs were subsequently hauled to a local mill and milled into timbers that were used in the construction of the porch and roof trusses.

After recognizing and addressing the unexpected financial challenges of the project, contractors arrived on site at the end of October and began grinding stumps, demolishing of the remaining bathhouse, excavating the site, footers and basement area. By the end of November, it was beginning to look like big things were underway.

The winter months can present challenges on a construction site but we forged ahead. Our hearty masons arrived in the beginning of December and began building the basement walls. They worked alongside the plumbers who were installing floor drains and other drainage for the building as the walls went up. By the end of the year all of the footer walls were up and we had a basement floor. We were ready to start water proofing the foundation and finish the foundations drains.

Drainage for the foundation footers proved to present some technical challenges. It turns out that we chose a spot where there was a great deal of ground water moving through the soil and copious quantities of water and mud built up behind the foundation wall every night. These challenges were soon addressed and a drain line was installed and foundation waterproofing was finished. Plumbing was roughed in and electrical conduit was installed

under the floor for lights and outlets, which would be installed later. We began to back fill around the footer walls and prepare to pour the bathhouse floors. The composters for the toilets also needed to be lowered into the basement since they could not be moved in after the floors were poured.

Weather and scheduling were less than cooperative but in the middle for February loads of concrete arrived and a legion of workers with trowels and knee boards arrived and formed a floor for the building that proved to drain almost perfectly – no small challenge!

Slow but steady progress was made through the remainder of February and the first half of March. Snow arrived on the 13th of March but the site was cleared and by March 17th the masons were back and the bathhouse walls began to rise out of the floor. In the early days of April, the interior walls went up and the porch and outdoor showers floors went in. The composters were assembled and set in place in the basement.



On April 26th we smelled freshly cut wood and we know we had reached a milestone in the project. The carpenters were on site and trussed and a roof allowed us to begin to imagine what the structure was going to look like when finished. Once the roof was on the building electricians, plumbers, painters and carpenters all competed for room to work in the building.

There was a Family Camp Weekend in the middle of May and we added compost to the soil around the work site, planted Meadow mix seed, some shrubs and trees. Later in the month, the BYM Office staff came up and did some more landscaping.

In May and June there was a great deal of activity. Local lumber was purchased for the benches, cubbies were built by our wonderful cabinetmaker/donor at Renaissance Woodworks, Shickel Corporation delivered the unique and wonderful sinks that were donated and volunteers and contractors

swarmed all over the building and just about every available hour was used in getting the building ready for camp! After one or two inspection snafus we received our Certificate of Completion from Frederick County!

The bathhouse is a beautiful building but it also does a spectacular job of articulating the things that are important to our community. Planners have a rule of thumb; facilities need to be able to supply and dispose of 40 to 50 gallons of water for each individual on site. At that rate, Catoclin would use and dispose of enough water to fill a school bus in less than 3 days! The vast majority of that clean, fresh water is used to dispose of our waste. Water and waste are combined and eventually released deep in the soil where no plant roots can

reach them and where they run the risk of contaminating precious ground water. The world yearns for fresh clear water and the traditional method of disposing of our waste both wastes and threatens the purity of this precious stuff.

The same waste can be composted above ground and made into a safe, useful product that can be applied to the surface of the soil to enrich the soil and help plants and trees to flourish and grow. Years of research and design have made it possible for us to have a safe and efficient means of disposing of our waste and the new bathhouses at Catoctin are putting this technology to good use. By employing Clivus Multrim toilets in the new bathhouses at Catoctin we are saving precious water and enriching the land on which we live, but more importantly we are introducing hundreds of visitors to the possibility of a new way of treating our waste and a sustainable way of living with creation.

Two things that were lacking in the old bathhouses at Catoctin were ventilation and light. In designing the new bathhouses at Catoctin we aloud the natural world around us to inform our design. Convection, created as warm air rises through the clearstory in the roof helps keep the building ventilated and windows and door openings provide abundant light.

The building will significantly reduce the carbon footprint at Catoctin due to the use of on-demand hot water heaters and LED lighting. With traditional hot water heaters water was kept hot from April 1st through November 1st whether or not the camp was being used. With the new on-demand heaters, hot water is heated quickly and efficiently, only when it is being used. LED lighting provides bright light after the sun goes down and uses fraction of the electricity (LEDs use about 80% less energy than traditional incandescent light bulbs and almost 30% less than CFLs). These are both big steps towards a bright and sustainable future!

Perhaps the most exciting aspects of the new Bathhouse is the ways in which it addresses people's needs to feel safe, included and affirmed. When I think about how I feel about using public bathrooms my response usually falls somewhere between very uncomfortable and less uncomfortable. At camp we want campers to face challenges and emerge feeling successful. These challenges may include; facing the possibility that there may be bugs in the woods, completing a longer day of hiking that you didn't know you were capable of, letting go of a stereotype or prejudice that you didn't know you had, talking through a conflict with someone in your units or facing a stretch of white water in a canoe. However, these challenges need not include things like going to the bathroom or taking a shower. The challenges we face together and with the support of our friends force us into a strong community made up of



strong individuals. Many of the challenges that we face alone do not have the same positive effects. For people at camp to feel included they need to be able to move through the challenges and routine of their day without facing hurdles that cause them to feel singled out and uncomfortable.

The new bathhouses at Catoctin have single user rest rooms that can be used by people who need assistance; families with young children; people who do not fit easily into a boy/girl – men/women binary identities; or people who simply need a rest from the constant social interaction of camp. The showers have a more private dressing area that campers can choose to use if they like and there is plenty of space for gathering and chatting as friends go about their business.

I often see my role at the camps as creating space in which the magic of camp can happen. Surely, the place is not the most important part of the magic. However, when we allow our work to reflect the things that are important to us the results become eloquent reflections of our values; our testimony in design.

### ***Catoctin Campers learn more about the importance of the forested landscape***

This summer, a dozen or so Catoctin Campers spent their Project Week learning about the ecological and economic role the forest around us can play on a local and global scale. They had insightful discussions about the role the forest plays in combating global warming, protecting our waters and providing food and homes for wildlife and people. On the first day of the trip they went into our own forests at Catoctin and made observations about the forests health, learned a little about forest ecology and to identify some of the trees there. We also protected dozens of young trees from being browsed by deer. That night they camped on a nearby, wooded property that had been severely impacted by Gypsy Moths 30 years ago.

The next day they hiked down the mountain to visit the local sawmill that milled the timbers for the new bathhouse at Catoctin. Keith Schoonover has a soups-to-nuts business where he is involved in every aspect of the production of forest products; from felling trees, to hauling, to milling the lumber and producing fine woodcraft products, furniture and cabinets. He also has an abiding respect for the forest and trees with which he works. That night they returned to the Catoctin property and stayed in an area that has not been impacted by humans since before Catoctin became Catoctin Quaker Camp in 1958.

On the last day of the trip the group met Mike Kay, Frederick County's forester. Mike showed the campers several of the methods that foresters



use to measure trees and inventory forested properties. He also introduced the idea of Forest Management Plans and the many goals that are reflected in the property owners wishes for their property.

Experiences like these can be critical to helping young people think about what priorities they want their lives to reflect. By providing these kinds of experience we hope that the seed of good stewardship of our environment are sown and our campers begin to recognize the importance of natural landscapes.

### ***Plans for the future at Catoctin***

In 2017 we look forward to replacing the ninth of the twelve camper cabin at Catoctin. We also hope to replace a shed near the Caretaker's Cabin that was crushed by a heavy snow load several years ago and replace aging floor tiles in the lodge and kitchen.

### **Opequon**

This year Opequon's kitchen got its floor repaired and resurfaced. It looks great and is sure to give us years of great service! We also needed to replace the kitchen hot water heater and a new efficient on-demand hot water heater was installed.



### ***Our future at Opequon***

Several years ago the Yearly Meeting was able to obtain a 25-year lease from the family that owns the property. This helped us feel more comfortable investing in the improvements that were necessary on the property. Since then we have replaced seven of the eight camper cabins and repaired and replace a few other structures that were in poor condition. Now we are faced with making some

more costly improvement the property over the next 4 or 5 years. The bathhouses at Opequon are in very poor condition and are far too small for our purposes. We may also need to make significant improvements or replace the kitchen and dining hall is 15 to 20 years. Understandable, many in the Yearly Meeting are reticent to make significant investments in a property we do not own.

A joint sub-committee of the Camping Program Committee and the Camp Property Management Committee has been formed to look at the future of the Opequon Quaker Camp site. We have determined that the property owners have no desire to sell the property at Opequon. Leasing the property at Opequon has been very cost effective in the past but the committee understands that the Yearly Meeting will probably not want to make significant investments on the property in the future. The committee has begun researching the cost of obtaining a new site for the program at Opequon. We have looked at several properties that would be suitable in order to begin learning more about what is available and in what

areas of the region. We have opened a dialogue with the Yearly Meeting's membership to begin to discern how the Spirit is leading us into the future. Friends can send their thoughts to [cpdiscernment@bym-rsf.org](mailto:cpdiscernment@bym-rsf.org) In the year to come we look forward to considering more possibilities in providing a site of the program at Opequon and visiting Monthly Meetings and other gatherings of Friends to continue to discern how way might open on an exciting future for the program.

We do have one more cabin that is in poor condition and it will need to be replaced before the 2018 camping season.

### **Shiloh**

There have been a host of smaller maintenance and facility improvement undertaken at Shiloh this year, not least of which were improvements to the driveway next to the kitchen and dining hall. The Yearly Meeting provided some stone and gravel and a talented and generous Friend from Charlottesville Friends Meeting provided a backhoe and his time and talents to the project. The results were wonderful and a testimony to what Friends can do as we work together.

#### *Looking towards the future at Shiloh*

Over the years we have found that every year or so we experience water shortages at Shiloh. It has become clear that one well we have at Shiloh is barely adequate to supply our needs. In 2018 we are looking forward to drilling another well to relieve some of the pressure on our existing well.

The cabins continue to age at Shiloh. In recent years three of the ten cabins have been replaced and we look forward to replacing one more in 2018.

### **Family Camp Weekends**

Family Camp Weekends are quickly becoming an important part of the program offerings at the camps in the fall of 2016 between 25 and 35 people participated in each of the Family Camp Weekends and in the spring of 2017 we had between 35 and 60 participants at each of the weekends. This fall promises to be another strong registration season with nearly 50 participants registered to join in the fun at Shiloh Quaker Camp!



We host one Family Camp Weekend for all interested individuals and families at each of the camps in the fall and again each spring. These weekends provide all friends with an opportunity to come to the camps and enjoy these beautiful places and participate in camp activities such as arts and crafts, nature walks, water play, hiking and Fire Circles as well as a host of service projects. Family Camp Weekends provide new camp families



an opportunity to come and get a feel for our programs and sites. They also give Friends who may not otherwise have the opportunity, a chance to come and enjoy some time at camp. Meals and activities are supplied and all ages are welcomed. We have found that it is a wonderful time for friends to get together, families to gather, and Meeting members to spend time together.

If you are interested in joining us, you can find more information at: [bymcamps.org/programs/family-camp-week-ends/](http://bymcamps.org/programs/family-camp-week-ends/). Please send an email to [campproperty@bym-rsf.org](mailto:campproperty@bym-rsf.org) and let us know when you will arrive and depart, the names of the people who will be with you and the ages of any children you will be bringing if you would like to attend.

### **Off Season Rentals**

Do you or 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 is 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 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 have two great caretakers: one at Catoctin and one at Shiloh. Jesse Miller continues as Catoctin Caretaker in additions to his responsibilities as Catoctin Camp Co-director and loves his home on the mountain! We are all enjoying his joyful, relaxed and attentive personality at Catoctin and it is great to see the connection between the camping program and all that goes on at the camp in the offseason.

Jake Butler continues at Shiloh and we are ever- grateful for his stalwart attention to all that goes on at camp. He takes a great deal of pride in knowing that the camp is ready and attractive for all who wish to visit.

### **Conclusion**

It has been a challenging year at the Camp Properties but I can still say that it is a rare privilege to work for such a wonderful membership organization, in such spectacular places, with such a great group of co-workers and in support of such a life changing program! As always, I am grateful for opportunity to engage in this work with all of you.

## **ATTACHMENT I2017-52**

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

Camp Program Manager's Annual Report, September, 2017

We had a wonderful season at BYM Camps again this past summer! Some highlights – although we did not break enrollment records as we have the past three years, we were still 91% full. This summer at our four camps, we had 574 campers, 113 work granters, and 118 staff. This year, 26% of our campers and 19% of our staff were People of Color. We are excited about our work in increasing our inclusion of racially diverse people at camp and we want to do more. While 36% of camp attendees are Quaker, we also have Buddhists, Jews, other Christians, Atheists, and Muslims attending. BYM Camps assisted 108 campers with Financial Aid totaling \$68,323 from BYM Camps. Monthly Meetings helped 58 campers attend with \$46,983 (WOW)!

Our campers, staff, and visitors at Catoctin got to enjoy our new, gorgeous bathhouse! When I visited Catoctin this summer I drank plenty of water so I could stay hydrated and was happy to hike up to the bathhouse and use it three times in one day – I used to avoid going to the bathhouse at Catoctin, but no more! Each time, I marveled at how beautiful the building is and how functional it is. It really exceeds my expectations and is a testament to the process we went through when we sought input from many stakeholders when creating the design. Thanks so much to the many donors that made it possible, and for the hard work of many individuals, especially David Hunter, Ann Venable, and Ned Stowe, who shepherded the project through to completion. We have not finished paying for the bathhouse, though, so if you have been meaning to donate and have not gotten around to it, it is not too late! <http://www.bym-rsf.org/giving/catoctin-bath-house-project.html>

As always, I am grateful for the work of the Directors, staff, counselors, the Camping Program Committee, and the Camp Property Management Committee for all of the work that they do to make camp happen. I visit each of our camps a couple of times each summer, and I help our Directors with phone support all summer, and it strikes me again and again, how much care, concern, compassion, and devotion our Directors have for the campers and for the program we run. Our camp staff work so hard to create the magical and intentional space at our camps that lets campers grow and be challenged, and have fun while they do it. Meanwhile, the Camping Program Committee and Camp Property Management Committee meet all year round to support the Camps with big picture thinking including policy development, marketing, family camp weekends, alumni events, budgeting, capital planning, and more.

I have just completed my 13th season as the Camping Program Manager for Baltimore Yearly Meeting, and I confess that after writing this report so many times, sometimes it can be hard to find fresh topics. As I was pondering something to share with you about the season and how the year went, I kept thinking about a particular volunteer, someone who has made a tremendous difference to the Camps recently, and given probably over a thousand hours of time to BYM Camps in the past few years and how his help and work has impacted me, our camps, our camp staff, and the Yearly Meeting. Harry “Scotty” Scott will be embarrassed that I am writing about him and his dedication and passion for Camp, but I am going to do it anyway. Harry, as I call him, or “Scotty,” as many of you know him, was a camper at

Catoctin in the early 1960s and in fact his grandfather, Bliss Forbush Sr, was one of the first Directors of Camp Keewadin, the grandmother of all BYM Camps. Scotty grew up in BYM and his parents, Harry and Marjorie, were active both in their Monthly Meeting (Stony Run) and in the Yearly Meeting. Marjorie was the Clerk of Interim Meeting when I first started out on the Staff in 2002 and she was the registrar and cook for Catoctin in some of the early years. So Harry's family connections to BYM and the Camping Program run deep. But it was not until five years ago when he married Lamar Matthew, former Clerk of Baltimore Yearly Meeting, that Harry came back to the Yearly Meeting after having been away from the region for many years, and that I got to meet him and we became friends. Not long after I met Harry I suggested that he join the Camping Program Committee, since he had such a strong connection with our camps. He did, and about a year later became the Co-Clerk of the CPC. In the meantime, he took his role on the CPC seriously, and started volunteering at Family Camp Weekends, doing work grants at Opequon, and sent his grandson to Opequon. Soon Harry was sponsoring a group of campers from the Karin tribes (originally from Myanmar) who had immigrated to Arkansas and was busy raising money to send them as well as doing multiple work grants at camp along with Lamar. Any time David Hunter needed help with a camp maintenance project during the off season, the first to volunteer seems to always be Harry, and along with him came Lamar.

At camp now we use school buses to drive our campers out on trips – they are the safest form of transport on the road and they hold many campers- but a Commercial Drivers License (CDL) is required to drive buses. These CDLs are hard to get and we always seem to be short of CDL drivers. So a few years ago, you guessed it, Harry volunteered to get a CDL license so he could help us drive the buses! The past two summers, Harry has spent the entire summer at one of our camps driving buses, even volunteering to drive STRIDE campers home to Philadelphia after camp. And when he is not in the bus, he is mowing for hours, and at other times, cleaning up the grounds, and fixing clothes lines, etc. Meanwhile, his husband, Lamar, worked in the kitchen for three weeks this summer at Opequon.

All of this work was unpaid labor – a labor of love for a program that clearly means a lot to Harry (and now Lamar). Oh, and Harry has just become the Co-Clerk of the CPC again, which in itself takes a lot of time and energy. I am so grateful for Harry Scott's commitment and love for the Camping Program. He helps us all further the work of the camps.

Thinking about Harry's gift of his time, work, and energy to the Yearly Meeting got me thinking about so many other people I have had the pleasure of getting to know over the past 15 years in BYM, all of the Clerks of Interim Meeting, the Yearly Meeting, Stewardship and Finance, Camping Program, Trustees, give a lot of time and energy and passion to the Yearly Meeting through service. All of the Committee Members that serve the Yearly Meeting. All of the folks that come out to help at Family Camp Weekends, or the Work Weekends at our Camps, or to knock down the bathhouse, or clear the kitchen so we can lay down a new floor, knock down old cabins so we can build new, host a Camp Open House event, raise money for new buildings, and just generally give your time and energy to the Camps and/or to the Yearly Meeting, I want to thank YOU! YOU are BYM! You make it work and I am profoundly grateful for your help.

Jane Megginson, Frederick

## ATTACHMENT I2017-53

### PRESIDING CLERKS REPORT

Presiding Clerk's Report to Interim Meeting  
Baltimore Yearly Meeting, 10th Month, 2017

#### Our Yearly Meeting at a Crossroads

Friends, I believe our Yearly Meeting, our beloved community, is at a crossroads. The path we choose will affect several distinct aspects of our vision as a Yearly Meeting. All of these aspects are interrelated with each other and with the budget decisions we will be considering at this October's Interim Meeting and over the coming year. They all speak to who we want to be as a Yearly Meeting, who God wants us to be, and how faithful we will be.

This report collects ideas, concerns, and observations from a variety of people and interactions that have been rising up over the course of my tenure to date. My hope is to pull them all together and provide a big picture overview and explore the interconnections among them to help in our discernment together.

We face the following questions:

- **Budget:** How will our Yearly Meeting budget reflect our vision and our values? Not only do the expenses we budget help fulfill the work we are called to do but also do we commit the income to them that they require? Are we honest and transparent with ourselves, our constituents, the recipients of our services, and our contributors about what we commit ourselves to do and how we will pay for that?
- **Local Meetings:** To what extent and in what ways do we commit our Yearly Meeting to serve the local Meetings and individuals in them that are part of our beloved community? How do we nurture a shared understanding and mutual commitment to the idea that we are all connected to and mutually support each other, with both our time and treasure, as one Yearly Meeting community?
- **Camps:** What is the nature of the relationship between our camps and our Yearly Meeting and its local Meetings? Do our camp communities see themselves as part of the Yearly Meeting and connected to its local Meetings? Do our local Meetings see the camps as part of their Quaker community and a service to their families? Do our camps and local Meetings, in effect, compete for the resources of the Yearly Meeting or see the resources devoted to each as mutually supportive and beneficial?
- **Growing Diverse Leadership:** How fully does our Yearly Meeting, its local Meetings, its camps, and all its constituents embrace the vision of becoming a more truly multicultural and multigenerational community that reflects the values of equity, diversity, and inclusion and makes the Quaker way available to all? What is the work that we are individually and together called to do to fulfill that vision? As we spend the rest of the Shoemaker Fund grant over 2018, will we commit the financial resources necessary to continue that work going forward?
- **Staffing:** The vast majority of our work as a Yearly Meeting is done by volunteers, especially through committee work, but staff play a critical role in facilitating that work. Are we committed to being good employers and providing for levels of staffing

that are adequate to support the work we are called to do without overextending our employees?

As we look at these various aspects of our vision and work together, we can all too easily see them as competing with each other for scarce resources and as painful and difficult choices we have to make. But could we instead see how they are all interconnected and mutually supportive? Could we see in them tremendous transformational opportunities to live into our shared vision as a Yearly Meeting, to become who God calls us to be, and to heed John Woolman's call to "turn all the treasure we possess into the channel of universal love."

Let's consider the interconnections. The Growing Diverse Leadership Program began with our camps but has the potential to serve and help transform our local Meetings and the whole Yearly Meeting. It began with a group of Young Adult Friends who were camp alumni and found themselves all living in Philadelphia. They got together and decided they wanted to do something for Camp Catoctin and chose to focus on how to make its campers and staff better reflect the demographic composition of the wider community we live in. Through relationships they had serving their communities in Philadelphia, they recruited campers that would add to the diversity of Camp Catoctin, and they raised the money to send them. Through their efforts, in just five years, the proportion of campers of color grew from 16 to 25 percent, and the proportion of camp staff of color grew to 33 percent. It really is a remarkable story, and it got the attention of the Shoemaker Fund. In 2014, that group of YAFs in Philadelphia officially became a working group of the Camping Program Committee. They led the effort for the Yearly Meeting to apply for the Shoemaker Fund grant. The primary purpose of those grant funds was to replicate the Philadelphia working group with ones in Baltimore, Washington, D.C., and Charlottesville to support similar efforts at the rest of BYM's camps, which have all now been started. These are the Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Groups.

In considering our grant application, the Shoemaker Fund worked with us to explore how the grant could more clearly address the Fund's core mission, which is to promote the growth and vitality of the Religious Society of Friends. They challenged us to consider how the whole Yearly Meeting would be involved in these efforts, not just the camps, and how the effects of the efforts would support the growth and vitality of our local Meetings. In February 2015, we submitted an addendum to our grant application, which was grounded in our Yearly Meeting vision statement, to answer those questions. We envisioned that local Meetings in the respective cities would be active participants in the work of the STRIDE groups, helping to recruit campers, raise funds for them, and also support the welcoming and orientation of the campers and their families. For example, events are held before camp for campers and their families to help answer their questions about what camp will be like. In part, this can be an opportunity to build relationships between the STRIDE groups, the local Meetings, and the campers and their families.

In addition, we envisioned what would happen after camp was over, especially for those campers who find themselves developing a Quaker identity through their camp experiences. We envisioned pathways to promote and sustain the participation of such campers

and their families in local Meetings. Such pathways would benefit not only the recruited campers but all campers who found themselves drawn to the Quaker way, including those raised as Quakers and still growing into that. For example, campers are invited to participate in Young Friends Conferences throughout the year. Then participants in those conferences are invited to participate in activities for Young Friends at local Meetings and at Annual Session. Moreover, as the experiences of these camp alumni continue to evolve among Friends in local Meeting and Yearly Meeting activities, we want to create additional pathways to remain engaged through committee and other activities at both the local and Yearly Meeting level. I hope this review makes clear at least the potential for how the camps, local Meetings, and our Growing Diverse Leadership Program can all support each other.

Another facet of our challenges and opportunities as a Yearly Meeting is our relationships with our local Meetings. While some of our Meetings are very active and invested in the work of the Yearly Meeting and some individuals in those Meetings clearly appreciate and enjoy the benefit of that work, many individuals and whole Meetings feel very little connection at all. We see this in part, for example, when Meetings have no one attending Annual Session or Interim Meetings or anyone engaged in committee work or involved in Spiritual Formation or any children attending youth conferences or camps. We also see this in part when some Meetings push back on the size of their apportionments and question just what their money goes to. Any erosion of any size from any corner in the participation and investment of local Meetings in the Yearly Meeting and their perceived benefit from and connection to it diminishes the vitality and long-term viability of our Yearly Meeting community.

As a Yearly Meeting, we need to have clear and compelling answers on how the Yearly Meeting serves its local Meetings and the Friends in them, and we need to communicate that effectively, and we need to actively and warmly invite all to participate in our programs. We believe we have those answers but we struggle to communicate them. Our staff plays a critical role in facilitating our Yearly Meeting communications and supporting the volunteer work that delivers our services to local Meetings, but our staff is stretched very thin and finds it necessary to focus on those pressing and emergent needs that demand attention at any given moment of time. The work that supports services to local Meetings and the communication of those services too often has fallen through the cracks. That is the basis for the HOPE Committee's staffing recommendations.

A piece of that is helping people understand where our apportionments and unrestricted individual contributions go. With a few qualifications, our Yearly Meeting has long operated on the general premise that most of our Yearly Meeting programs should pay for themselves. Our budgets have generally reflected the expectation that our camp programs, Annual Session, Spiritual Formation, and the Women's Retreat will break even or nearly so, often with a small surplus. We have not expected the same of our Youth Programs, understanding that conference fees can only cover the expenses of the conferences themselves and not the cost of the staff necessary to run them. In the past, implicitly, apportionment, unrestricted contributions, and other income has subsidized about \$35,000 per year of Youth Program expenses. The rest has gone to "administration," the vast majority of which is staff.

It can be perceived as difficult to motivate people to give money for “administration,” whether through apportionments or individual contributions. It’s often viewed as “overhead” and not very sexy or inspiring. But when we look at it instead as paying our beloved and amazing staff, I hope and think it can be very inspiring. We need to communicate that better and help everyone understand how our staff makes all our programs possible and play a role in delivering them. Our staff is not “overhead;” they are integral to facilitating and delivering all the services of the Yearly Meeting. Understood that way, I would hope that we could all be not only willing but enthusiastic in paying our apportionments and making individual contributions and see them as turning our treasures into the channel of universal love.

Let’s suppose for a moment that I’ve been successful in helping us all be excited about giving money to the Yearly Meeting. How much can we really afford? Our resources are scarce. Are they? Really? Sure, there are many, many things and great causes competing for our resources. We are called to discern carefully and prayerfully how to allocate our resources to them. But how much is enough? Tithing traditionally means 10 percent, but 10 percent is rather arbitrary, isn’t it? Still, for illustrative purposes, what would 10 percent look like?

Let’s start by looking at how much our Yearly Meeting and its local Meetings actually receive in contributions. Our Yearly Meeting budget for 2018 includes a total of about \$1 million in contributions, including apportionment and restricted and unrestricted contributions; some of that comes from non-Quakers, especially those connected to our camps, so this exercise overstates the amount of contributions coming from Quakers in our Yearly Meeting. Our Monthly Meetings are estimated to have roughly \$2 million in income, of which 24.9 percent goes to apportionment under our new formula. So, with simplifying and conservative assumptions, at most \$3 million is expected in our budgets to be donated by BYM Quakers to the Yearly Meeting and its local Meetings. In 2015, there were a little more than 6000 adult member and attenders of our Meetings. If we use the 2017 Federal Poverty Level of \$12,060 for a one-person household, that gives an extremely conservative, lower-limit estimate of \$72 million dollars in total household income for all the households in the Yearly Meeting.

So, with those extremely conservative assumptions solely for the purposes of this illustration, all of the Yearly Meeting’s households are making contributions to the Yearly Meeting and their local Meetings of roughly 4 percent of their incomes. By these modest calculations, 10 percent would mean more than doubling our contributions, increasing our contributions to our Yearly Meeting and local Meetings by more than \$4 million. Friends, how much can we really afford? Isn’t it really more about how well we understand what our contributions support and how much that excites us, how much Spirit leads us to support the work? Is it too much to expect that we could find another \$50,000, for example, for next year’s budget?

So Friends, what is the work we are called to? How do we live into our vision as a Yearly Meeting? Do we pick and choose among competing priorities from a place of scarcity? Do we see how all of our work is interconnected and opens up transformational possibilities to

become the beloved community we are called to become?

Discerning all this will take time. We need to be prepared to devote time to it, not only at Interim Meetings and Annual Session, but also in our local Meetings and regional gatherings. We need to devote time not only to the discernment but to the work required to fulfill the leadings we discern. That discernment will determine which path we take from the crossroads we find ourselves at, which vision we realize for ourselves, and the future growth and vitality of our Yearly Meeting and local Meeting communities.

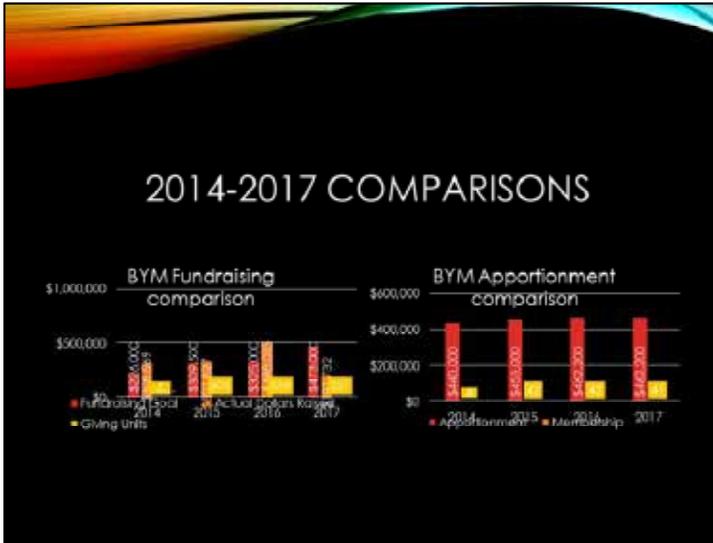
Love and Light,  
Ken Stockbridge, Presiding Clerk

## **ATTACHMENT I2017-54**

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



What do the dollars represent? The past several months we have spent a great deal of time discussing the BYM budget. It is important to realize what these digits on the page represent. This presentation is a bit of a departure from my normal but an important one to share.



These two graphs represent fundraising and apportionment. The graph on the left illustrates recent fundraising efforts since 2014. The path of donors and dollars raised has increased steadily over this period of time. As more people become more fully engaged I anticipate that this trend will continue. During my many years of working in the Development field this has been my consistent experience. Therefore I would confidently state that we will be able to raise the money necessary to meet BYM’s budgetary needs in the future. The graph on the right hand side represents the BYM Apportionment over recent years. This has and will likely remain flat unless we are able to increase giving to local Meeting (which of course is vital to their continued success as well).



52 LOCAL MEETINGS OF THE BROTHERHOOD SOCIETY OF FRIENDS, INC.  
STATEMENTS OF ACTIVITIES  
For the Year Ended December 31, 2016 and 2015

|                               | 2016      |           | 2015      |           |
|-------------------------------|-----------|-----------|-----------|-----------|
|                               | Unaudited | Audited   | Unaudited | Audited   |
| MEMBERSHIP & DONATION REVENUE |           |           |           |           |
| Membership dues               | 1,200,000 | 1,200,000 | 1,150,000 | 1,150,000 |
| Donations                     | 100,000   | 100,000   | 100,000   | 100,000   |
| Other revenue                 | 50,000    | 50,000    | 50,000    | 50,000    |
| Total revenue                 | 1,350,000 | 1,350,000 | 1,300,000 | 1,300,000 |
| EXPENSES                      |           |           |           |           |
| Salaries & benefits           | 800,000   | 800,000   | 750,000   | 750,000   |
| Travel                        | 100,000   | 100,000   | 100,000   | 100,000   |
| Office expenses               | 50,000    | 50,000    | 50,000    | 50,000    |
| Depreciation                  | 20,000    | 20,000    | 20,000    | 20,000    |
| Other expenses                | 100,000   | 100,000   | 100,000   | 100,000   |
| Total expenses                | 1,070,000 | 1,070,000 | 1,120,000 | 1,120,000 |
| Net income                    | 280,000   | 280,000   | 180,000   | 180,000   |
| Beginning net assets          | 1,000,000 | 1,000,000 | 820,000   | 820,000   |
| Ending net assets             | 1,280,000 | 1,280,000 | 1,000,000 | 1,000,000 |

The digits on the pages of the BYM budget represent many things. This is the statement of activities from our most recent audit.



BYM is 52 local meetings made up of all of you. I would encourage to get out visit and meet your Friends in other meetings.



Attached is a video which due to technological difficulties I am going to explain and post on the website. When BYM applied to the Shoemaker Fund for a grant to support the Growing Diverse Leadership initiatives. One of our assumptions in the application was that BYM camps did in fact increase the number of members of the Religious Society of Friends, the stated purpose of the grants funded through the Shoemaker Fund. We knew this anecdotally but needed to provide more data driven evidence. We have surveyed the local Meetings in BYM and have not yet received complete data. This response has actually provided opportunity for important and meaningful conversations among BYM Friends. I provide this video to offer one illustration of how BYM camps are providing a wonderful opportunity to increase the Religious Society of Friends. Pictured here are Zoey and Gabe, life long friends. Gabe invited Zoey to Catoctin when she was younger and she fell in love with it. It changed her life. She was raised Episcopalian but did not relate. She found a home in the Quaker community and started attending Stony Run. She continued her path and now although she lives in New Orleans, she still attends Quaker Meeting. It truly is a wonderful testimony to the value and importance of the BYM Camping Program. Programs, People and Vision are behind the digits on the page.



The STRIDE (Strengthening Transformative Relationships In Diverse Environments) is another program that we are fortunate to support. The diversity at all of our camps among the campers and staff has increased significantly over the last several years. This effort is making a difference in the lives of young people, their families and our entire BYM community. The leadership of the Young Adult Friends who lead this effort should be inspiring to us all.

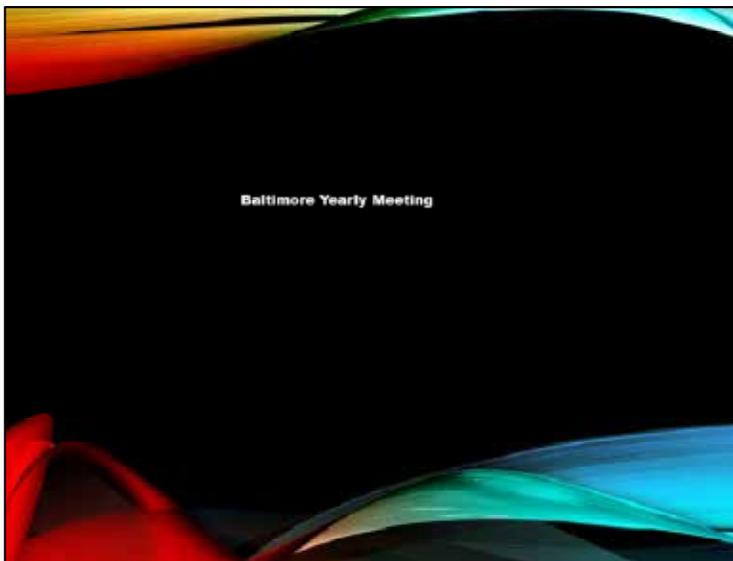




Other programs, people and vision that the budget dollars represent include but are not limited to Annual Session, Spiritual Formation and Women's Retreat. All of these programs have a lasting impact on the lives of the participants.



Youth Programs serves the Junior High and High School age groups. We have a strong program here at BYM that serves many young people each year. This program is in large part underwritten and supported by BYM. and unlike the previous programs will require significant contributions for support in the 2018 budget. This program has impacted many Friends, young and old.



As we move in to the budget discussion shortly please remember that it is not digits on a page but people, programs and vision we are discussing.

## **ATTACHMENT I2017-55 SUPERVISORY COMMITTEE REPORT**

### **New Position Descriptions from Supervisory Committee In Support of Recommendations from the ad hoc HOPE Committee Report to Interim Meeting, Baltimore Yearly Meeting 10/14/17**

More than two years ago, your Yearly Meeting clerks started to develop the idea for the ad hoc Healthy Organization and Purposeful Evolution (HOPE) Committee, mindful of pressing needs within our Quaker community. Too many local Meetings expressed a lack of connection to the Yearly Meeting and questioned what they were getting for their apportionment dollars. Some committees, especially ones that most directly serve our local Meetings, were struggling; they were struggling to find willing and capable clerks, to find spiritual vitality and clarity of purpose in their work, and to sustain participation in the work by members. Further, the need for more staff support across many areas of BYM activity was being lifted up just as our current staff was becoming increasingly overworked and at risk of burning out.

Many of these issues had been identified and explored in the work of our ad hoc Vision Implementation Committee, which had just given its final report and been laid down. The HOPE Committee carried that work forward with a particular and urgent focus on what could be done in the short term to start to address these three interconnected concerns about our local Meetings, committee function, and staffing.

At the 2016 Annual Session, the HOPE Committee presented four recommendations, of which one was to “adjust BYM staffing to increase the ability for staff to focus on supporting local meetings and volunteers.” After further discernment, at Third Month 2017, the HOPE Committee presented its recommendations and rationale for the creation of two new staff positions. Interim Meeting approved forwarding these to the Supervisory Committee to develop detailed job descriptions, and to the Stewardship and Finance Committee to explore the feasibility of funding the staff changes. This report brings the job descriptions and funding proposal back to Interim Meeting for further discernment and approval, as way opens, in the context of the 2018 budget discernment.

**The Vision:** Our vision statement proclaims that we are called as a community to:

- Deepen our spiritual experience and practice
- Support local Meetings and increase local Meeting participation in BYM
- Teach and nourish our Quaker faith and practice
- Grow our membership and reach out to include people of all ages, skin colors, socio-economic backgrounds, and other identities
- Serve and witness to the world, and uphold and promote Quaker values

As never before, the world needs the enduring power of Love and Spirit-led vision and voice, as witnessed to by Friends for centuries. The following recommendation focuses on how we can organize and develop our staff to better support our local Meetings, the Yearly Meeting committees that serve them, and the wider BYM community as we move toward our common vision. These changes will also help to create and foster a more sustainable work environment for our staff.

**The Challenge:** As mentioned above, we hear that many local Meetings feel a lack of connection to the Yearly Meeting and question what they were getting for their apportionment. We hear that committees too often are struggling to find willing and capable clerks, to find spiritual vitality and clarity of purpose in their work, and to sustain participation in the work by members. And then there are very real concerns about the workload that is being placed on staff. This workload has increased significantly over time, as our programs and activities have expanded. The requirements for running camps and youth programs have become much more complex. It is increasingly difficult to find volunteers to carry out many of BYM’s programs and services. In addition, the growing administrative burden is taking staff time away from carrying out current programs and supporting local Meetings, both directly and indirectly through support of BYM committees. We are now at the point that the workload is not sustainable at the current staffing and volunteer level.

**The recommendation: Adjust staffing to increase support for local Meetings and BYM committees.** The 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. The proposed staffing changes would include the following:

- Establish a full-time Administrative Assistant position to provide administrative support to other staff and committees so as to release other staff to better support local Meetings, committees, and volunteers.
- Create an Associate General Secretary (AGS) position to share some of

the General Secretary's current responsibilities and to release the General Secretary (GS) to better support local Meetings and committees.

**Administrative Assistant:** This full time position would report to the AGS and would provide administrative support to all office staff. This position would allow other staff to focus on increased support for local Meetings and BYM committees, developing programs, and managing our camping program and property. This position would also create some much-needed depth to our staffing, providing critical back-up coverage for both planned staff leave and unplanned absences. Please see the attached job description for details.

Most of these tasks, today, are done by the current Administration Manager, or by other staff who must set aside other responsibilities when he is absent. Also, this new position would replace the current, temporary, quarter-time administrative assistant position, which Interim Meeting approved previously on a temporary basis. The position would be advertised. The current quarter-time bookkeeping assistant position would not be affected by this new position.

**Associate General Secretary (AGS):** The AGS position would replace the Administration Manager position. The AGS would have primary responsibility for managing the operations of the BYM office, sharing many of the responsibilities now carried by the General Secretary (GS). Please see the attached job description for details.

The AGS would still have many of the same responsibilities that the Administration Manager currently has, but the new role would be more of a supervisory position. For example, the AGS would still be the lead staff person supporting the production of the Annual Session and Interim Meetings, but he would have an assistant who would carry out much of the work. He would still be in charge of producing the Yearbook and other publications, but he would have help to get these projects done. He would continue to provide vital support to BYM committees and programs.

With the creation of the AGS position, the Administration Manager position would be eliminated. The current Administration Manager would be promoted to the new AGS position in recognition of his long-standing, dedicated, and high quality of service to the BYM community. As such, this position would not be advertised at this time.

The creation of the AGS position would take significant responsibilities off of the GS's desk. It would release the GS to

- Provide more Spirit-led strategic leadership for BYM
- Strengthen relations with local Meetings and services to them, including visits and consultation on issues they are facing and putting them in touch with relevant resources
- Reach out to new people and communities to grow our membership and diversity
- Communicate more frequently both within the Yearly Meeting and with external audiences, promoting Quaker values
- Raise funds

- Engage with other Friends organizations and other groups to expand the reach of the Yearly Meeting and the Religious Society of Friends

Taking into account their respective gifts and in consultation with the Supervisory Committee, the GS and the AGS would divide between them the responsibilities for local Meeting support, spiritual nurture, committee support, volunteer support, and personnel and office administration. Further changes in job descriptions and the division of responsibilities, as needed, will be reviewed and approved by the Supervisory Committee. Moving forward, a re-distribution of staff supervision responsibilities between the GS and the AGS will be considered, among other priorities.

These staffing changes would involve an additional annual expense of approximately \$60,000. This total includes salary and benefits for the new, full time Administrative Assistant, plus an increase in salary for the AGS position over what we currently pay for the Administration Manager position.

Financially, adding these new positions will be a big stretch for BYM. Yet this is also a critical investment in BYM's vision and future. With strengthened, vital local Meetings, well-supported committees, and increased engagement throughout BYM, we anticipate significant returns on this investment – both for the Spiritual life of the Yearly Meeting and for the willingness and capacity of local Meetings and members to contribute time, talent, and treasure to advancing BYM's vision.

## ATTACHMENT I2017-56

### TREASURER'S REPORT

#### STATEMENT OF ACTIVITIES FROM 1/1/2017 THROUGH 9/30/2017

|    | A                                | B            | C           | D            |
|----|----------------------------------|--------------|-------------|--------------|
| 1  | Description                      | Thru 9/30/16 | 2017 Budget | Thru 9/30/17 |
| 2  | Operating Revenues               |              |             |              |
| 3  | Apportionment                    |              |             |              |
| 4  | Apportionment                    | 346,650      | 462,200     | 340,010      |
| 5  | Apportionment Adjustments        | 0            | (8,500)     | 0            |
| 6  | Total Apportionment              | 346,650      | 453,700     | 340,010      |
| 7  | Unrestricted Contributions       |              |             |              |
| 8  | Contributions                    | 48,039       | 153,500     | 60,731       |
| 9  | In Kind Contributions            | 0            | 0           | 773          |
| 10 | Total Unrestricted Contributions | 48,039       | 153,500     | 61,504       |
| 11 | Attendance Fees                  |              |             |              |
| 12 | Total Attendance Fees            | 1,023,560    | 979,012     | 994,602      |
| 13 | Sales                            |              |             |              |
| 14 | Book Sales                       | 4,472        | 9,200       | 4,548        |
| 15 | Clothing Sales                   | 8,647        | 9,000       | 9,739        |

|    | A                                        | B         | C         | D         |
|----|------------------------------------------|-----------|-----------|-----------|
| 16 | Other Sales                              | 0         | 400       | 0         |
| 17 | Total Sales                              | 13,119    | 18,600    | 14,287    |
| 18 |                                          |           |           |           |
| 19 | Other Income                             |           |           |           |
| 20 | Property & Vehicle Rental                | 7,068     | 19,600    | 8,734     |
| 21 | Investment Income                        | 9,197     | 4,000     | 8,675     |
| 22 | Released Funds                           | 91,225    | 148,525   | 119,196   |
| 23 | Gain (Loss) on Sale of FA                | 2,600     | 4,500     | (5,903)   |
| 24 | Other Income                             | 7,317     | 3,724     | 9,466     |
| 25 | Total Other Income                       | 117,407   | 180,349   | 140,167   |
| 26 |                                          |           |           |           |
| 27 | Total Operating Revenues                 | 1,548,775 | 1,785,161 | 1,550,570 |
| 28 |                                          |           |           |           |
| 29 | Operating Expenses                       |           |           |           |
| 30 | Administrative                           | 310,965   | 460,779   | 318,830   |
| 31 | Annual Session                           | 77,959    | 90,900    | 80,196    |
| 32 | All Other YM Program                     | 51,659    | 34,600    | 41,232    |
| 33 | Combined Camp                            | 865,953   | 1,003,681 | 860,737   |
| 34 | Committee                                | 7,116     | 16,350    | 9,682     |
| 35 | Development                              | 97,262    | 143,427   | 80,543    |
| 36 | Youth Programs                           | 37,856    | 65,740    | 37,853    |
| 37 | Outreach & Inclusion                     | 48,930    | 78,949    | 43,221    |
| 38 | Total Expenses                           | 1,497,700 | 1,894,426 | 1,472,294 |
| 39 |                                          |           |           |           |
| 40 | Net Operating Activity                   | 51,074    | (109,265) | 78,276    |
| 41 |                                          |           |           |           |
| 42 | Property & Equipment                     |           |           |           |
| 43 | Net Assets Released From Restriction     | 54,277    | 228,343   | 240,559   |
| 44 | Less Depreciation Expense                | (68,233)  | (104,078) | (63,235)  |
| 45 | Net Change in Prop. & Equip.             | (13,955)  | 124,265   | 177,324   |
| 46 |                                          |           |           |           |
| 47 | Total of Operating and Prop. & Equip.    | 37,119    | 15,000    | 255,600   |
| 48 |                                          |           |           |           |
| 49 | Restricted Transactions                  |           |           |           |
| 50 | Restricted Contributions                 | 78,851    | 244,500   | 55,639    |
| 51 | Designated Income                        |           | 10,000    | 0         |
| 52 | Interest & Dividends on Restricted Funds | 21,459    | 3,000     | 20,241    |
| 53 | Unrealized Gain (Loss)                   | 48,383    | 0         | 71,032    |
| 54 | Realized Gain (Loss)                     | 0         | 0         | 16,359    |

|    | A                                 | B       | C       | D         |
|----|-----------------------------------|---------|---------|-----------|
| 55 | Total restricted income           | 148,693 | 257,500 | 163,270   |
| 56 |                                   |         |         |           |
| 57 | Expenditures to meet restrictions | 145,502 | 201,842 | 359,755   |
| 58 |                                   |         |         |           |
| 59 | Net Restricted Activity           | 3,191   | 55,658  | (196,485) |
| 60 |                                   |         |         |           |
| 61 | BYM Income Over (Under) Expenses  | 40,310  | 70,658  | 59,115    |

**BALANCE SHEET  
AS OF 9/30/2017**

|    | A                            | B              | C              |
|----|------------------------------|----------------|----------------|
|    |                              | Thru 9/30/2016 | Thru 9/30/2017 |
| 1  |                              |                |                |
| 2  |                              |                |                |
| 3  | Assets                       |                |                |
| 4  | Current Assets               |                |                |
| 5  | Cash & Cash Equivalents      | 425,805        | 135,285        |
| 6  | Apportionment Receivable     | 159,696        | 153,984        |
| 7  | Student Loans Receivable     | 49,090         | 35,045         |
| 8  | Pledges & Grants Receivable  | 100,922        | 54,285         |
| 9  | Other Accounts Receivable    | 50,192         | 37,281         |
| 10 | Inventories                  | 0              | 0              |
| 11 | Prepaid Expenses             | 56,674         | 39,349         |
| 12 | Total Current Assets         | 842,379        | 455,229        |
| 13 | Long-term Assets             |                |                |
| 14 | Property & Equipment         | 2,031,233      | 2,723,933      |
| 15 | Long-term Investments        | 1,220,015      | 1,440,846      |
| 16 | Total Long-term Assets       | 3,251,247      | 4,164,779      |
| 17 | Total Assets                 | 4,093,626      | 4,620,008      |
| 18 |                              |                |                |
| 19 | Liabilities                  |                |                |
| 20 | Short-term Liabilities       |                |                |
| 21 | Accounts Payable             | 66,445         | 32,477         |
| 22 | Deferred Revenue             | 120,575        | 115,370        |
| 23 | Other Short-term Liabilities | 31,913         | 40,488         |
| 24 | Total Short Term Liabilities | 218,934        | 188,335        |
| 25 |                              |                |                |
| 26 | Long-term Liabilities        |                |                |
| 27 | Friendly Loans               | 0              | 340,000        |
| 28 |                              |                |                |
| 29 | Total Liabilities            | 218,934        | 528,335        |

|    | A                                | B         | C         |
|----|----------------------------------|-----------|-----------|
| 30 |                                  |           |           |
| 31 | Net Assets                       |           |           |
| 32 | Beginning Net Assets             |           |           |
| 33 | Net Assets                       |           |           |
| 34 | Unrestricted                     | 554,711   | 293,012   |
| 35 | Fixed Assets                     | 2,031,233 | 2,723,933 |
| 36 | Designated                       | 6,868     | 500       |
| 37 | Temp Restricted                  | 857,300   | 628,368   |
| 38 | Perm Restricted                  | 383,744   | 386,646   |
| 39 | Total Net Assets                 | 3,833,856 | 4,032,458 |
| 40 |                                  |           |           |
| 41 | Total Beginning Net Assets       | 3,833,856 | 4,032,458 |
| 42 |                                  |           |           |
| 43 | Total Current YTD Net Income     | 41,836    | 59,215    |
| 44 | Total Net Assets                 | 3,875,692 | 4,091,673 |
| 45 |                                  |           |           |
| 46 | Total Liabilities and Net Assets | 4,094,626 | 4,620,008 |

## ATTACHMENT I2017-57

### 2018 BUDGET - BUDGET NOTES

#### 2018 Budget Notes

**Apportionment Income:** The new apportionment formula takes effect with the 2018 budget. The formula was revised so that it now asks all Monthly Meetings for the same percentage of their income; this percentage is 24.9 for 2018.

**All Other Income:** This is mostly releases from the restricted funds for the Shoemaker Grant, the Sue Thomas Turner Quaker Education Fund, the Indian Affairs Fund, and the Educational Grants Funds.

**Camp Program & Property Income:** Camp Program Fee Income of \$870,200 includes a fee increase of \$45,000. Camp Property Income no longer includes funds released from restriction for the completion of capital projects, as these funds cannot be utilized for operating purposes.

**Camp Program Wages and Benefits:** This line includes wages and benefits for the Camping Program Manager plus approximately 120 seasonal employees in our three camps and Teen Adventure.

**Camp Property and Program Expenses:** The amount on this line includes the \$45,000 camping fee increase which was earmarked for paying Catoctin bathhouse expenses. Of this, \$7,700 will be used in 2018 to pay interest on Friendly Loans for the bathhouse, \$16,800 will be spent on principal payments, and the balance will be held for interest and principal payments in 2019 and future years.

**Capital Expenditures Funded from Current Income:** Capital expenditures for the camps are covered by contributions restricted to that purpose. Capital expenditures for the

BYM office must be paid with funds from unrestricted reserves.

**Contribution Income:** Total contribution income in our 2018 operating budget is \$306,800, a substantial increase from 2017. Increased contributions are projected in all categories but especially for Youth Programs and Administration, where the increase is earmarked to cover the increased costs association with the HOPE program. An additional \$329,000 of contribution income is budgeted for restricted funds for capital purposes.

**Contributions to Organizations:** Contributions to FGC, FUM, and FWCC have been rolled back to their 2014 amounts. Contributions to other organizations have been standardized for 2018 at \$100 each, except for those where the contribution is actually a membership fee. Stewardship and Finance will give further consideration to how organizations are placed on the contribution list and how contribution amounts are determined.

**Depreciation Expense:** Depreciation is not included in the 2018 operating budget. Budgets in future years need to include a line item for funds to be transferred to capital reserves to replace buildings and capital items as they wear out.

**Other Gifts and Grants:** This item includes amounts paid from restricted funds for various gifts and grants including the Sue Thomas Turner Quaker Education Fund, The Indian Affairs Fund, and the Educational Grant Funds. The income line called All Other Income covers these costs.

**Total Operating Surplus (or Loss):** The deficit projected for 2018 may be less than the amount shown, if donors are willing to shift contributions that they had intended to make for capital projects to any of the operating expense categories: Administration, Camping, Youth, and Other Programs.

**Wages and Benefits:** Wages and benefits in all categories include gross wages, payroll taxes, employee benefits and pension contributions for some staff. The additional costs of \$59,800 for the HOPE proposal are included in administrative wages and benefits.

## ATTACHMENT I2017-57

### 2018 BUDGET - OPERATING BUDGET

|    | A                             | C           | D                    | E              | F                    |
|----|-------------------------------|-------------|----------------------|----------------|----------------------|
| 1  | <b>Operating Budget 2018</b>  |             |                      |                |                      |
| 2  |                               |             |                      |                |                      |
| 3  | Description                   | 2016 Actual | 2017 Approved Budget | 2017 Projected | 2018 Proposed Budget |
| 4  | Administration                |             |                      |                |                      |
| 5  | Apportionment                 | 453,593     | 462,200              | 462,200        | 495,000              |
| 6  | Allow. For Unpaid Apport.     | -           | (8,500)              | (8,500)        | (10,000)             |
| 7  | Unrestricted Contributions    | 76,838      | 96,000               | 96,000         | 159,800              |
| 8  | All Other Income              | 88,738      | 109,924              | 111,744        | 107,400              |
| 9  | Total Admin Income            | 619,169     | 659,624              | 661,444        | 752,200              |
| 10 |                               |             |                      |                |                      |
| 11 | Admin. Wages & Benefits       | 242,191     | 280,776              | 286,999        | 378,900              |
| 12 | Other Administrative Expenses | 127,845     | 122,403              | 134,314        | 112,200              |
| 13 | Development Expenses          | 139,812     | 143,427              | 121,043        | 154,500              |

|    | A                                 | C        | D         | E         | F         |
|----|-----------------------------------|----------|-----------|-----------|-----------|
| 14 | Outreach & Inclusion              | 71,003   | 78,949    | 78,533    | 82,700    |
| 15 | Transfer to Reserves              |          |           |           |           |
| 16 | Contributions to Organizations    | 28,300   | 31,600    | 31,600    | 23,600    |
| 17 | Other Gifts & Grants              | 20,940   | 26,000    | 27,820    | 25,000    |
| 18 | Committee Expenses                | 9,537    | 16,350    | 9,500     | 19,100    |
| 19 | Total Admin Expenses              | 639,628  | 714,505   | 689,809   | 796,000   |
| 20 |                                   |          |           |           |           |
| 21 | Net Admin Income over Expenses    | (20,459) | (54,881)  | (28,365)  | (43,800)  |
| 22 |                                   |          |           |           |           |
| 23 | Youth Programs                    |          |           |           |           |
| 24 | Youth Programs Fee Income         | 19,976   | 27,100    | 27,100    | 26,300    |
| 25 | Youth Programs Contributions      | 675      | 2,500     | 2,500     | 36,000    |
| 26 | Youth Programs Other Income       | -        | -         | -         | -         |
| 27 |                                   | 20,651   | 29,600    | 29,600    | 62,300    |
| 28 |                                   |          |           |           |           |
| 29 | Youth Program Expenses            | 57,703   | 65,740    | 65,433    | 62,100    |
| 30 |                                   |          |           |           |           |
| 31 | Total Youth Programs              | (34,052) | (36,140)  | (35,833)  | 200       |
| 32 |                                   |          |           |           |           |
| 33 | Camp Property & Program           |          |           |           |           |
| 34 | Camp Program Fee Income           | 873,249  | 818,112   | 844,539   | 870,200   |
| 35 | Camp Property Income              | 33,639   | 26,300    | 20,000    | 31,500    |
| 36 | Camp Prog. & Prop. Contributions  | 40,236   | 43,500    | 43,500    | 63,000    |
| 37 | Other Camp Income                 | 23,047   | 57,000    | 57,439    | 83,400    |
| 38 | Total Camp Prog. & Prop. Inc.     | 970,171  | 944,912   | 965,478   | 1,048,100 |
| 39 |                                   |          |           |           |           |
| 40 | Camp Program Wages & Benefits     | 430,008  | 454,537   | 453,896   | 456,300   |
| 41 | Camp Property Wages & Benefits    | 142,391  | 154,408   | 153,546   | 165,000   |
| 42 | Camp Property & Program Expenses  | 398,865  | 394,746   | 400,167   | 464,400   |
| 43 | Total Camp Prog. & Prop. Expenses | 971,264  | 1,003,691 | 1,007,609 | 1,085,700 |
| 44 |                                   |          |           |           |           |
| 45 | Total Camps                       | (1,093)  | (58,779)  | (42,132)  | (37,600)  |
| 46 |                                   |          |           |           |           |
| 47 | All Other Programs                |          |           |           |           |
| 48 | Annual Session Fee Income         | 88,995   | 95,000    | 78,104    | 98,000    |
| 49 | Other Program Fee Income          | 50,433   | 36,000    | 49,255    | 48,000    |
| 50 | Other Program Contributions       | 3,482    | 11,500    | 4,890     | 11,000    |
| 51 | All Other Program Income          | 4,191    | 8,525     | 4,364     | 8,500     |
| 52 | Total All Other Program Income    | 147,101  | 151,025   | 136,013   | 165,500   |

|    | A                                           | C         | D         | E         | F         |
|----|---------------------------------------------|-----------|-----------|-----------|-----------|
| 53 |                                             |           |           |           |           |
| 54 | Annual Session Expenses                     | 80,486    | 90,900    | 80,196    | 101,500   |
| 55 | All Other Program Expenses                  | 51,674    | 34,600    | 49,232    | 51,900    |
| 56 | Total All Other Program Expense             | 132,160   | 125,500   | 129,428   | 153,400   |
| 57 |                                             |           |           |           |           |
| 58 | Total All Other Programs                    | 14,940    | 25,525    | 7,185     | 12,100    |
| 59 |                                             |           |           |           |           |
| 60 | Totals for Operating Activities             |           |           |           |           |
| 61 | Income, all sources                         | 1,757,092 | 1,785,161 | 1,793,134 | 2,028,100 |
| 62 | Expenses, all programs                      | 1,797,756 | 1,909,436 | 1,892,279 | 2,097,200 |
| 63 | Net Operating Income (Loss)                 | (40,664)  | (124,275) | (99,145)  | (69,100)  |
| 64 |                                             |           |           |           |           |
| 65 |                                             |           |           |           |           |
| 66 | Capital expenses funded from current income |           |           |           |           |
| 67 | Capital Expenditures - Office Property      | 11,651    | 29,970    | 7,291     | 3,000     |
| 68 |                                             |           |           |           |           |
| 69 | Total Operating Surplus or (loss)           | (52<315)  | (154,245) | (106,436) | (72,100)  |

## ATTACHMENT I2017-57

### 2018 BUDGET - COMMITTEE DETAILS

|    | A                                      | C           | D                    | E              | F                    |
|----|----------------------------------------|-------------|----------------------|----------------|----------------------|
| 76 | <b>Operating Budget 2018</b>           |             |                      |                |                      |
| 77 |                                        |             |                      |                |                      |
| 78 | Description                            | 2016 Actual | 2017 Approved Budget | 2017 Projected | 2018 Proposed Budget |
| 79 | Advancement & Outreach                 | -           | 300                  | 300            | 300                  |
| 80 | Ministry & Pastoral Care               | -           | 2,000                | 2,000          | 2,000                |
| 81 | Peace & Social Concerns                | 332         | 200                  | 200            | 200                  |
| 82 | Religious Education                    | 792         | 1,200                | 1,200          | 1,200                |
| 83 | Growing Diverse Leadership             |             |                      |                | 2,500                |
| 84 | Unity with Nature                      | 556         | 1,500                | 1,500          | 1,500                |
| 85 | Working Group on Racism                | -           | 150                  | 150            | 500                  |
| 86 | Indian Affairs                         | 241         | 300                  | 300            | 700                  |
| 87 | Intervisitation                        | 6,683       | 4,500                | 4,500          | 4,500                |
| 88 | Faith & Practice Revision              | -           | 500                  | 500            | 500                  |
| 89 | Young Adult Friends                    | 200         | 3,700                | 3,700          | 3,700                |
| 90 | Trustees - Youth Safety                | 733         | 1,000                | 1,000          | 500                  |
| 91 | Program Overage Contingency - See Note |             | 1,000                | 1,000          | 1,000                |
| 92 |                                        | 9,537       | 16,350               | 16,350         | 19,100               |
| 93 |                                        |             |                      |                |                      |

## ATTACHMENT I2017-57

### 2018 BUDGET - CONTRIBUTIONS TO OUTSIDE ORGANIZATIONS

|     | A                                              | C           | D                       | E              | F                       |
|-----|------------------------------------------------|-------------|-------------------------|----------------|-------------------------|
| 76  | Operating Budget 2018                          |             |                         |                |                         |
| 77  |                                                |             |                         |                |                         |
| 78  | Description                                    | 2016 Actual | 2017 Approved<br>Budget | 2017 Projected | 2018 Proposed<br>Budget |
| 94  | Friends General Conference                     | 9,600       | 10,260                  | 10,260         | 8,000                   |
| 95  | Friends United Meeting                         | 8,350       | 8,910                   | 8,910          | 7,000                   |
| 96  | Friends World Committee for Consulta-<br>tion  | 7,050       | 7,830                   | 7,830          | 6,000                   |
| 97  |                                                | 25,000      | 27,000                  | 27,000         | 21,000                  |
| 98  |                                                |             |                         |                |                         |
| 99  | American Friends Service Committee             | 150         | 200                     | 200            | 100                     |
| 100 | Center on Conscience and War                   | 150         | 200                     | 200            | 100                     |
| 101 | Earlham School of Religion                     | 150         | 200                     | 200            | 100                     |
| 102 | Friends Committee on National Legisla-<br>tion | 150         | 200                     | 200            | 100                     |
| 103 | Friends Council on Education                   | 150         | 200                     | 200            | 100                     |
| 104 | Friends House (Sandy Spring)                   | 150         | 200                     | 200            | 100                     |
| 105 | Friends House, Moscow                          | 150         | 200                     | 200            | 100                     |
| 106 | Friends Journal                                | 150         | 200                     | 200            | 100                     |
| 107 | Friends Meeting School                         | 150         | 200                     | 200            | 100                     |
| 108 | Friends Peace Teams                            | 150         | 200                     | 200            | 100                     |
| 109 | Interfaith Center of Metro Washington          | 225         | 225                     | 225            | 225                     |
| 110 | National Council of Churches                   | 150         | 200                     | 200            | 100                     |
| 111 | Nat. Religious Coalition Against Torture       | 275         | 275                     | 275            | 275                     |
| 112 | Pendle Hill                                    | 150         | 200                     | 200            | 100                     |
| 113 | Prison Visitation & Support                    | 150         | 200                     | 200            | 100                     |
| 114 | Quaker Earthcare Witness                       | 150         | 200                     | 200            | 100                     |
| 115 | Right Sharing of World Resources               | 150         | 200                     | 200            | 100                     |
| 116 | Sandy Spring Friends School                    | 150         | 200                     | 200            | 100                     |
| 117 | Sandy Spring Volunteer Fire Department         | 100         | 100                     | 100            | 100                     |
| 118 | Washington Quaker Workcamps                    | 150         | 200                     | 200            | 100                     |
| 119 | William Penn House                             | 150         | 200                     | 200            | 100                     |
| 120 | World Council of Churches                      | 150         | 200                     | 200            | 100                     |
| 121 | Virginia Council of Churches                   | 150         | 200                     | 200            | 100                     |
| 122 |                                                | 3,600       | 4,600                   | 4,600          | 2,600                   |

## **ATTACHMENT I2017-57**

### **2018 BUDGET - CAPITAL BUDGET**

|    | A                                                      | B       |
|----|--------------------------------------------------------|---------|
| 1  | <b>Capital Budget 2018</b>                             |         |
| 2  |                                                        |         |
| 3  | Opening balance in temporarily restricted funds        | 148,000 |
| 4  |                                                        |         |
| 5  | Additions                                              |         |
| 6  | Camper Fee Increase (\$45,000) Net of Interest Expense | 37,300  |
| 7  | Contributions Restricted for Camp Capital Expenses     | 329,000 |
| 8  | Total Capital Income                                   | 366,300 |
| 9  |                                                        |         |
| 10 | Total funds available                                  | 514,300 |
| 11 |                                                        |         |
| 12 | Capital Expenditures from restricted funds             |         |
| 13 | Capital Expenditures - Catoctin                        | 36,400  |
| 14 | Capital Expenditures - Shiloh                          | 31,200  |
| 15 | Capital Expenditures - Opequon                         | 24,700  |
| 16 | Capital Expenditures - Vehicles                        | 38,000  |
| 17 | Capital Expenditures - Other                           | 15,400  |
| 18 | Total Capital Expenditures                             | 145,700 |
| 19 |                                                        |         |
| 20 | Other Expenditures from restricted funds               |         |
| 21 | Repayment of Loan Principal                            | 16,800  |
| 22 | Transfer to fund for Friendly loan repayment           | 50,000  |
| 23 | Total Other Expenditures                               | 66,800  |
| 24 |                                                        |         |
| 25 | Ending balance in temporarily restricted funds         | 301,800 |
| 26 |                                                        |         |
| 27 |                                                        |         |
| 28 | Expenditures from Operating Budget                     |         |
| 29 | Capital Expenditures - Office Property                 | 3,000   |

## **ATTACHMENT I2017-57**

### **2018 BUDGET - FRIENDLY LOAN REPAYMENT PLAN AND SCHEDULE**

#### **Friendly Loan Repayment Plan and Schedule**

There are ten Friendly Loans with an aggregate principal balance of \$340,000. All ten Friendly Loans are on an interest-only basis until December 31, 2017. After that, two

Friendly Loans will require 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. 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.

We expect 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 that were designated for interest and for loan repayment. The second source of funds is capital contributions, and we plan to reserve \$50,000 per year for five years beginning in 2018 and ending in 2022, when the last loan is due.

The chart shows the expected cash receipts and loan payments between 2017 and 2022. As shown in the chart, the incremental camper fees of \$125,000 plus expected restricted contributions totaling \$250,000 will be sufficient to pay the total principal and interest of \$371,261, with a remaining balance of \$3,739.

| Year  | Camper Fees | Reserved Amount | Principal & Interest Payments | Ending Balance |
|-------|-------------|-----------------|-------------------------------|----------------|
| 2017  | 13,000      |                 | 4,583                         | 8,417          |
| 2018  | 45,000      | 50,000          | 24,498                        | 78,919         |
| 2019  | 67,000      | 50,000          | 34,498                        | 161,421        |
| 2020  |             | 50,000          | 63,898                        | 147,523        |
| 2021  |             | 50,000          | 72,798                        | 124,725        |
| 2022  |             | 50,000          | 170,986                       | 3,739          |
| Total | 125,000     | 250,000         | 371,261                       | 3,739          |

The loan agreement provides BYM with a prepayment option, in part or in whole. Depending on the funds available in the restricted 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. We 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 would have the following options: 1) refinance with another Friendly Loan; 2) pay directly from Unrestricted Reserves; and/or 3) a loan from BYM to itself from BYM's Permanently Restricted Reserves, which totaled \$382,799 as of December 31, 2015 and \$386,486 as of December 31, 2016.

**INTERIM MEETING**  
**ELEVENTH MONTH 11, 2017**  
**SANDY SPRING FRIENDS MEETING**

**12017-59** *Opening.* Baltimore Yearly Meeting's Interim Meeting gathered on 11/11/2017 at Sandy Spring Friends Meeting's Community House in Sandy Spring, Maryland; a list of affiliations of attenders is attached. We thanked those from Sandy Spring (in particular Robert Finegar) and the Yearly Meeting staff for their hospitality. We thanked Dyresha Harris, Outreach and Inclusion Coordinator, for an edifying and enjoyable pre-meeting workshop focused on subtle bias and microaggressions. We allowed time for Friends to name people and concerns to be held in the Light.

**12017-60** *2018 budgets.* Jim Lynn (Sandy Spring), Stewardship and Finance Co-clerk, presented second readings of proposed 2018 operating and capital budgets; the written version of Jim's notes on them is attached, as are the written versions of the proposed budgets. Jim mentioned that repayment of Friendly loans for the Catoctin bathhouse is to be done according to the agreements made when the loans were made; the Committee has heard a concern about technical details of accounting for the loans and their repayment; the Committee continues work in this area.

In response to a concern raised, Ann Venable, Development Director, expressed a belief (which Ann asked if we share) that the proposed budget's increase in donations is attainable if Ann and many others work and give toward it; a development plan is in place.

We heard a suggestion to make donations before the end of this year, in case tax deductions for those donations disappear next year.

We heard a concern about whether it is better for the Yearly Meeting to raise funds directly, in competition with local Meetings, or to rely on funds obtained through local Meetings. We heard a concern about fundraising to meet expenses rather than using reserves to do so; decisions about which to do depend on the amount of unrestricted reserves available.

We **APPROVED** our 2018 capital budget as proposed by Stewardship and Finance Committee; we **APPROVED** our 2018 operating budget as proposed by Stewardship and Finance Committee.

Jim discussed Stewardship and Finance Committee's strategic planning concept (mentioned in Jim's notes). We heard a sense that the strategic planning concept presented today includes only some parts of complete strategic planning.

We thanked Stewardship and Finance Committee and others for their diligent work on the budgets.

**12017-61** *Friends in Unity with Nature.* Karie Firoozmand (Baltimore, Stony Run) and Debbi Sudduth (Goose Creek) reported on behalf of Friends in Unity with Nature, present-

ing a reminder from Annual Session on plastic bags and the effects of their use on carbon footprints; the Committee urged us not to take things out of stores in single-use plastic bags. The Committee has prepared a new “Fair Share of Carbon Emissions” brochure, available now.

**12017-62** *Work with human rights groups.* Darcy Lane (Sandy Spring) reported on behalf of Peace and Social Concerns; a written version of the report is attached. At the Committee’s recommendation, we **APPROVED** this: we ended our ties to the National Religious Coalition Against Torture (NRCAT). At the Committee’s recommendation, we **APPROVED** Interfaith Action for Human Rights (IAHR) as an affiliated organization. We **APPROVED** this: we amended our 2018 budget to change the National Religious Coalition Against Torture (NRCAT) as a recipient of \$275 to Interfaith Action for Human Rights (IAHR) as a recipient of \$200.

We directed our Manual of Procedure Committee to update the manual to reflect today’s changes. We heard a desire to check that affiliated organizations serve the entirety of the Yearly Meeting.

**12017-63** *Nominating Committee.* Deborah Haines (Alexandria), Nominating Committee Co-Clerk, reported. At the Committee’s recommendation, on this first and only reading, we **APPROVED** this: we named Suzanne O’Hatnick (Baltimore, Stony Run) and Jack Lahr (Annapolis) as representatives to Interfaith Action for Human Rights, for our normal three-year terms.

**12017-64** *Racism, anti-racism, and Friends.* We separated into small groups for structured discussions about racism, anti-racism, and Friends; material prepared for the discussions is attached. We regathered and shared what arose in the small groups.

We heard one group’s unity in comfort with using the words “anti-racism” and “anti-racist,” and their desire to prioritize aid to victims of racism over protecting the feelings of perpetrators of racism. We heard of one group wanting to be both anti-racist and for building a beloved community, and of the group’s gratitude for the work of our young people in this area. We heard of how progressive Quakers can be complacent when it comes to recognizing our own biases and racism. We heard of one group’s feeling that being anti-racist requires action, and that action needs to begin with working on ourselves. We heard that New York Yearly Meeting has been working on this topic for at least a decade. We heard one group’s acknowledgment that Quakers are part of the wider community, so that racism that exists “out there” also exists “in here,” and its sense of “anti-racist” being a term with more action and a different energy than other terms.

We heard one group’s sense that “anti-racist” denotes an active stance, and that it is okay to occasionally state what one is against. We heard one group’s sense that, given our society, not being able to see our own racism is like not being able to see the water we swim in. We heard of how racism can take the form of over-embrace, and of how anti-racism can take the form of working on your own racism. We heard of how perceptions of racism in Meetings can depend on the identities of those doing the viewing. We heard of those in

one group who were readier to be against the idea of racism than to be against those who perpetuate racism, more comfortable with being anti-racism than being anti-racist.

We were reminded that it's possible to be anti-war while at the same time not being against those who serve in the military. We heard a sense that no matter what terminology we use, our focus should be on dismantling the institutions of racism. We heard of how "anti-racist" can be seen as a description of who we are and our philosophy, not whom we are against. We heard a sense that "anti-racist" is an adjective with a different use than the "anti-racism" noun; we can seek to live into the adjective. We heard a call to be thoughtful in how we would welcome those who are racist and how to protect those they would harm. We heard a desire to discern what we are going to do rather than to decide on words to use, and a sense that the words we use will not change the actions or words of others.

We **APPROVED** this: we directed our Growing Diverse Leadership Committee and Working Group on Racism to document how racism manifests itself within the Yearly Meeting.

We heard a sense that we might now state that Baltimore Yearly Meeting opposes racism in all its forms; we heard a sense that doing so might be a bandage keeping us from doing more needed work. We heard of how securing training for our Clerks might go a long way toward improving how we function. We planned to revisit racism, anti-racism, and Friends at our next Interim Meeting, and to encourage and enable work by our local Meetings.

**I2017-65 Closing.** We heard, improved, and **APPROVED** these minutes.

We **ADJOURNED**, to gather next as Interim Meeting on 3/17/2018, hosted by Charlottesville Friends Meeting in Charlottesville, Virginia, or at the call of the Clerk of Interim Meeting.

Marcy Baker Seitel, presiding

Arthur David Olson, recording

## **ATTACHMENT I2017-59**

### **FRIENDS IN ATTENDANCE**

**Adelphi:** Marcy Baker Seitel, Alex Bean, Diane McHale, Mackenzie Morgan, Ann Marie Moriarty, Sharon Stout, Victor Thuronyi; **Alexandria:** Deborah Haines; **Annapolis:** Karen Cunyningham, Pat Schenck; **Baltimore, Stony Run:** Adrian Bishop, Mike Boardman, Karie Firoozmand, Bob Goren, Nancy Moore, Clinton Pettus; **Bethesda:** Alexandra Bell, Peirce Hammond, Liz Hofmeister, Susan Kaul; **Catoctin:** Dyresha Harris, Jesse Miller; **Charlottesville:** Tom Hill; **Deer Creek:** Becca Gardner Rhudy; **Eastland:** Linda Coates, John Yost; **Floyd:** Lee Henkel; **Frederick:** David Hunter, Carlotta Joyner, Jane Megginson; **Friends Meeting of Washington:** Mary Campbell, David Ethridge, Susan Griffin, Byron Sandford; **Gettysburg:** Margaret Stambaugh; **Goose Creek:** Debbi Suduth; **Herndon:** Harry Tunis; **Homewood:** Hannah Brown, Rosalie Eck, Susan Russell Walters; **Hopewell Centre:** Anne Bacon, Becca Bacon, Laura Nell Obaugh, Jim Riley, Josh Riley; **Langlely Hill:** Sheila Bach, Georgia Fuller, Rick Post, Jeannette Smith; **Mellen:** Dave French, Donna Kolaetis; **Norfolk:** Andy Conlon; **Patapsco:** Bill Mitchell,

Ken Stockbridge; **Sandy Spring:** Kevin Caughlan, Wayne Finegar, Nathan Gibian, Bette Hoover, Darcy Lane, Jim Lynn, Barb Platt, Betsy Roush, Brigid Roush, Mark Roush, Ned Stowe, Gloria Victor Dorr; **Takoma Park:** Arthur David Olson; **West Branch:** Walt Fry; **Yearly Meeting Staff:** Jossie Dowling, Ann Venable; **York:** Harry Scott.

## **ATTACHMENT I2017-60**

### **NOTES FOR PRESENTATION OF 2018 BUDGET**

Notes for Presentation of 2018 Capital Budget and 2018 Operating Budget  
Eleventh Month 2017 Called Interim Meeting  
Jim Lynn, Co-Clerk, Stewardship and Finance Committee

#### Proposed 2018 Capital Budget

- Same as presented in the first reading, except to provide more clarity with respect to the accounting for the \$45,000 Incremental Camper Fee dedicated to repayment of Friendly Loans.
  - The Incremental Camper Fee of \$45,000 is included in the projected amount of \$870,200 in Line 34 of the proposed 2018 Operating Budget, captioned “Camp Program Fee Income”.
  - Projected Interest Expense of \$7,700 for 2018 is included on Line 42 of the proposed 2018 Operating Budget, captioned “Camp Property and Program Expenses” and totaling \$464,400.
  - \$37,300 to be transferred to the proposed 2018 Capital Budget and is shown on Lines 21 and 22. Line 21, Repayment of Loan Principal of \$16,800 and the new entry, Line 22, Transfer to fund for Friendly loan repayment (from fee income) for \$20,500. Also shown in the table on the document entitled “Friendly Loan Repayment Plan and Schedule”.
  - The Friendly Loan Repayment Plan and Schedule also shows a projected reserve amount of \$50,000 per year for the five-year period beginning in 2018. The \$50,000 for 2018 is shown on Line 22 of the proposed 2018 Capital Budget and also captioned “Transfer to fund for Friendly Loan Repayment”.
- Concern expressed by Friend with respect to accounting for Friendly Loan Repayment.

#### Proposed Operating Budget for 2018

- Original proposed Operating Budget presented four weeks ago at Homewood Meeting for first reading.
  - Total Revenue= \$2,028,100. Total Expenses= \$2,097,200.
  - Projected Net Operating Loss= \$69,100
  - Capital Expenditures, Office Property= \$3,000
  - Total Projected Loss= \$72,100.
- Budget presented today
  - Total Revenue (Line 61) = \$2,130,100 (increase of \$102,000, all of which is attributable to an increase in Camp Program and Property Contributions from \$63,000 to \$165,000, Line 36).

- Total Expense (Line 62) = \$2,127,100 (increase of \$29,900) .
  - Reduction of \$8,900 in Development Expenses (Line 13) from \$154,500 to \$145,600.
  - Contributions to Organizations (Line 16) have been restored to 2017 levels (\$31,600). In addition, Quaker House has been added to the list for a \$200 contribution . Net change of \$8,200.
  - Committee Expenses (Line 18) have been increased from \$19,100 to \$20,400. The Intervisitation Working Group’s original request for 2018 was \$5,000. The previous recommended amount was \$4,500 which had been reduced to \$4,000 at Tenth Month Interim Meeting. The entire \$1,000 reduction has been restored. Indian Affairs Committee increase from \$700 to \$1,500 in order to organize and host a special event in late 2018. The event does have the potential to generate offsetting revenue. Net change of \$1,300.
  - Projected Transfer to Unrestricted Reserves of \$29,300 (Line 15).
  - Proof: -\$72,100 to +\$29,300 = \$101,400.
  - Proof: \$8,900 (Line 13) - \$8,200 (Line 16) .i \$1,300 (Line 18) + \$102,000 (Line 36) = \$101,400.
- Fundraising Goals for 2018.
  - 2018 total Fundraising Goal= \$710,800. Approved by Development Committee on October 26. \$371,800 in Operating Budget, \$329,000 in Capital Budget, and \$10,000 for Barry Morley Endowment Fund.
  - Contributions and grants in 2016: \$121,231 in Operating Fund, \$280,825 in Temporarily Restricted Funds, and \$3,687 in Permanently Restricted Funds. Total= \$405,743.
  - Total Fundraising Goal for 2017: \$473,000.

#### Strategic Planning Concept

- Discussion at Stewardship and Finance Committee meeting on October 14 with Adrian Bishop of Stony Run Monthly Meeting.
- “Who We Are” section of BYM website’ - recent efforts to address future vision for BYM.
- No standing Committee within BYM specifically responsible for strategic planning.
- Feasibility of organizing a strategic planning process.
- Report back to Interim Meeting in Third Month, 2018.

## **ATTACHMENT I2017-60**

### **2018 BUDGET - BUDGET NOTES**

See the Yearly Meeting Finances Section of the 2017 Yearbook.

## ATTACHMENT I2017-60

### 2018 BUDGET - OPERATING BUDGET

|    | A                                    | C           | D                    | E              | F                    |
|----|--------------------------------------|-------------|----------------------|----------------|----------------------|
| 1  | <b>Revised Operating Budget 2018</b> |             |                      |                |                      |
| 2  |                                      |             |                      |                |                      |
| 3  | Description                          | 2016 Actual | 2017 Approved Budget | 2017 Projected | 2018 Proposed Budget |
| 4  | <b>Administration</b>                |             |                      |                |                      |
| 5  | Apportionment                        | 453,593     | 462,200              | 462,200        | 495,000              |
| 6  | Allow. For Unpaid Apport.            | -           | (8,500)              | (8,500)        | (10,000)             |
| 7  | Unrestricted Contributions           | 76,838      | 96,000               | 96,000         | 159,800              |
| 8  | All Other Income                     | 88,738      | 109,924              | 111,744        | 107,400              |
| 9  | Total Admin Income                   | 619,169     | 659,624              | 661,444        | 752,200              |
| 10 |                                      |             |                      |                |                      |
| 11 | Admin. Wages & Benefits              | 242,191     | 280,776              | 286,999        | 378,900              |
| 12 | Other Administrative Expenses        | 127,845     | 122,403              | 134,314        | 112,200              |
| 13 | Development Expenses                 | 139,812     | 143,427              | 121,043        | 145,600              |
| 14 | Outreach & Inclusion                 | 71,003      | 78,949               | 78,533         | 82,700               |
| 15 | Transfer to Reserves                 |             | 15,000               |                | 29,300               |
| 16 | Contributions to Organizations       | 28,300      | 31,600               | 31,600         | 31,800               |
| 17 | Other Gifts & Grants                 | 20,940      | 26,000               | 27,820         | 25,000               |
| 18 | Committee Expenses                   | 9,537       | 16,350               | 9,500          | 20,400               |
| 19 | Total Admin Expenses                 | 639,628     | 714,505              | 689,809        | 825,900              |
| 20 |                                      |             |                      |                |                      |
| 21 | Net Admin Income over Expenses       | (20,459)    | (54,881)             | (28,365)       | (73,700)             |
| 22 |                                      |             |                      |                |                      |
| 23 | <b>Youth Programs</b>                |             |                      |                |                      |
| 24 | Youth Programs Fee Income            | 19,976      | 27,100               | 27,100         | 26,300               |
| 25 | Youth Programs Contributions         | 675         | 2,500                | 2,500          | 36,000               |
| 26 | Youth Programs Other Income          | -           | -                    | -              | -                    |
| 27 |                                      | 20,651      | 29,600               | 29,600         | 62,300               |
| 28 |                                      |             |                      |                |                      |
| 29 | Youth Program Expenses               | 57,703      | 65,740               | 65,433         | 62,100               |
| 30 |                                      |             |                      |                |                      |
| 31 | Total Youth Programs                 | (34,052)    | (36,140)             | (35,833)       | 200                  |
| 32 |                                      |             |                      |                |                      |
| 33 | <b>Camp Property &amp; Program</b>   |             |                      |                |                      |
| 34 | Camp Program Fee Income              | 873,249     | 818,112              | 844,539        | 870,200              |
| 35 | Camp Property Income                 | 33,639      | 26,300               | 20,000         | 31,500               |
| 36 | Camp Prog. & Prop. Contributions     | 40,236      | 43,500               | 43,500         | 165,000              |

|    | A                                           | C         | D         | E         | F         |
|----|---------------------------------------------|-----------|-----------|-----------|-----------|
| 37 | Other Camp Income                           | 23,047    | 57,000    | 57,439    | 83,400    |
| 38 | Total Camp Prog. & Prop. Inc.               | 970,171   | 944,912   | 965,478   | 1,150,100 |
| 39 |                                             |           |           |           |           |
| 40 | Camp Program Wages & Benefits               | 430,008   | 454,537   | 453,896   | 456,300   |
| 41 | Camp Property Wages & Benefits              | 142,391   | 154,408   | 153,546   | 165,000   |
| 42 | Camp Property & Program Expenses            | 398,865   | 394,746   | 400,167   | 464,400   |
| 43 | Total Camp Prog. & Prop. Expenses           | 971,264   | 1,003,691 | 1,007,609 | 1,085,700 |
| 44 |                                             |           |           |           |           |
| 45 | Total Camps                                 | (1,093)   | (58,779)  | (42,132)  | 64,400    |
| 46 |                                             |           |           |           |           |
| 47 | All Other Programs                          |           |           |           |           |
| 48 | Annual Session Fee Income                   | 88,995    | 95,000    | 78,104    | 98,000    |
| 49 | Other Program Fee Income                    | 50,433    | 36,000    | 49,255    | 48,000    |
| 50 | Other Program Contributions                 | 3,482     | 11,500    | 4,890     | 11,000    |
| 51 | All Other Program Income                    | 4,191     | 8,525     | 4,364     | 8,500     |
| 52 | Total All Other Program Income              | 147,101   | 151,025   | 136,613   | 165,500   |
| 53 |                                             |           |           |           |           |
| 54 | Annual Session Expenses                     | 80,486    | 90,900    | 80,196    | 101,500   |
| 55 | All Other Program Expenses                  | 51,674    | 34,600    | 49,232    | 51,900    |
| 56 | Total All Other Program Expense             | 132,160   | 125,500   | 129,428   | 153,400   |
| 57 |                                             |           |           |           |           |
| 58 | Total All Other Programs                    | 14,940    | 25,525    | 7,185     | 12,100    |
| 59 |                                             |           |           |           |           |
| 60 | Totals for Operating Activities             |           |           |           |           |
| 61 | Income, all sources                         | 1,757,092 | 1,785,161 | 1,793,134 | 2,130,100 |
| 62 | Expenses, all programs                      | 1,797,756 | 1,909,436 | 1,892,279 | 2,127,100 |
| 63 | Net Operating Income (Loss)                 | (40,664)  | (124,275) | (99,145)  | 3,000     |
| 64 |                                             |           |           |           |           |
| 65 |                                             |           |           |           |           |
| 66 | Capital expenses funded from current income |           |           |           |           |
| 67 | Capital Expenditures - Office Property      | 11,651    | 29,970    | 7,291     | 3,000     |
| 68 |                                             |           |           |           |           |
| 69 | Total Operating Surplus or (loss)           | (52,315)  | (154,245) | (106,436) | -         |

**ATTACHMENT I2017-60****2018 BUDGET - COMMITTEE DETAILS**

See the Yearly Meeting Finances Section of the 2017 Yearbook.

## ATTACHMENT I2017-60

### 2018 BUDGET - CONTRIBUTIONS TO OUTSIDE ORGANIZATIONS

|     | A                                         | C      | D      | E      | F      |
|-----|-------------------------------------------|--------|--------|--------|--------|
| 90  |                                           |        |        |        |        |
| 91  | Friends General Conference                | 9,600  | 10,260 | 10,260 | 10,260 |
| 92  | Friends United Meeting                    | 8,350  | 8,910  | 8,910  | 8,910  |
| 93  | Friends World Committee for Consultation  | 7,050  | 7,830  | 7,830  | 7,830  |
| 94  |                                           | 25,000 | 27,000 | 27,000 | 27,000 |
| 95  |                                           |        |        |        |        |
| 96  | American Friends Service Committee        | 150    | 200    | 200    | 200    |
| 97  | Center on Conscience and War              | 150    | 200    | 200    | 200    |
| 98  | Earlham School of Religion                | 150    | 200    | 200    | 200    |
| 99  | Friends Committee on National Legislation | 150    | 200    | 200    | 200    |
| 100 | Friends Council on Education              | 150    | 200    | 200    | 200    |
| 101 | Friends House (Sandy Spring)              | 150    | 200    | 200    | 200    |
| 102 | Friends House, Moscow                     | 150    | 200    | 200    | 200    |
| 103 | Friends Journal                           | 150    | 200    | 200    | 200    |
| 104 | Friends Meeting School                    | 150    | 200    | 200    | 200    |
| 105 | Friends Peace Teams                       | 150    | 200    | 200    | 200    |
| 106 | Interfaith Center of Metro Washington     | 225    | 225    | 225    | 225    |
| 107 | National Council of Churches              | 150    | 200    | 200    | 200    |
| 108 | Nat. Religious Coalition Against Torture  | 275    | 275    | 275    | 275    |
| 109 | Pendle Hill                               | 150    | 200    | 200    | 200    |
| 110 | Prison Visitation & Support               | 150    | 200    | 200    | 200    |
| 111 | Quaker Earthcare Witness                  | 150    | 200    | 200    | 200    |
| 112 | Quaker House                              | -      | -      | -      | 200    |
| 113 | Right Sharing of World Resources          | 150    | 200    | 200    | 200    |
| 114 | Sandy Spring Friends School               | 150    | 200    | 200    | 200    |
| 115 | Sandy Spring Volunteer Fire Department    | 100    | 100    | 100    | 100    |
| 116 | Washington Quaker Workcamps               | 150    | 200    | 200    | 200    |
| 117 | William Penn House                        | 150    | 200    | 200    | 200    |
| 118 | World Council of Churches                 | 150    | 200    | 200    | 200    |
| 119 | Virginia Council of Churches              | 150    | 200    | 200    | 200    |
| 120 |                                           | 3,600  | 4,600  | 4,600  | 4,800  |

## ATTACHMENT I2017-60

### 2018 BUDGET - CAPITAL BUDGET

See the Yearly Meeting Finances Section of the 2017 Yearbook.

## **ATTACHMENT I2017-62**

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

BYM Peace & Social Concerns Committee recommendation to BYM - Interim Meeting

BYM Peace and Social Concerns Committee received and, on 10/14/17, approved the following suggestion from Malachy McBride, our 2016 -2017 representative to National Religious Campaign Against Torture (NRCAT):

1) We recommend that BYM should lay down our ties to NRCAT with which BYM Friends have not been active in recent years and, instead,

2) we recommend that BYM make a alternate commitment to the regional (Md., Va., DC) Interfaith Action for Human Rights (IAHR)-- a more active group that addresses the same basic issues. IAHR opposes torture, both in Guantanamo and in U.S. and state prisons' use of solitary confinement, as well as addressing issues of Islamophobia.

## **ATTACHMENT I2017-64**

### **STRUCTURED DISCUSSIONS ABOUT RACISM, ANTI-RACISM, AND FRIENDS**

**Structured discussions about racism, anti-racism, and Friends**

Small group discussion followed by large group sharing

*Let's learn from each other and grow together*

In your small group, please choose a different person to serve in the following roles: Discussion facilitator, Recorder, and Reporter. Then consider the following:

A. Queries for small groups – please leave time for **everyone** to speak:

1. Have you ever experienced or observed racism in your Meeting or in our Yearly Meeting? What happened?
2. What does the concept of **anti-racism** mean to you? To other people?
3. What is powerful about the concept for you?
4. Do you see problems with the concept? What are they?
5. What words would you use to describe the work that Friends should be doing to work against racism and to build racial justice in our Meetings and our world?

B. Sharing with whole Interim Meeting

1. Choose one or two insights you had about the concept of anti-racism in your group. What did you learn about the concept? About each other?
2. Are there words your group found to be useful, powerful, for talking about Friends working against racism and for a more racially just society?

**Ground Rules:**

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*Everyone is invited to participate*

*Anyone may pass (sit quietly but not share)*

*Younger Friends should speak up so older Friends can hear well*

*Older Friends should not speak too quickly or too often*

*Speak honestly and simply, from your own experience (Refrain from generalizations)*

*Listen with curiosity and empathy – withhold judgement*

**If you feel stuck or if tensions become uncomfortable, please seek help. There are Friends walking the halls, available to help you.**

## **Anti-racism**

*A definition*

**Anti-racism** is the process of actively and consistently confronting racism wherever it occurs through a commitment to using anti-racist analysis and action, decentering whiteness, and centering the leadership of people of color – those most impacted by racism.

Why does anti-racism and other anti-oppression activism have to be one of the components in a multicultural process? Isn't it enough we are inclusive and democratic, that we value diversity and are culturally competent?

If we were starting out today without 500 years of history, we might be able to ignore racism. . . All too often, people who are proponents of multiculturalism refuse to acknowledge or address the persistent effects of racism on our ability to create an inclusive process.

From *Uprooting Racism: How White People can Work for Racial Justice*, by Paul Kivel, new and updated 4th edition. New Society Publishers, 2017. Words are Kivel's, order of text is changed. MBS

## **Young Friends Statement:**

From the Young Friends to the larger BYM community,

Young Friends is anti-racist. Words hold power, and we have chosen to describe ourselves with this term because of its power. Young Friends finds it imperative to support the people of color in our community, and in our eyes the only positive course of action is to take an aggressive and forward stance against racism. Our country is ravaged by systemic racism, and if we do not take an active position against this institution, then we as a group are part of the problem. In order to be "pro-equality" or "pro-diversity," one must, by definition, be anti-racist. As a group that strives to perpetuate social justice, we were concerned by the negative reaction of some Friends to the use of the word "anti-racist." BYM taking an anti-racist stance is not exclusionary; rather, it promotes the inclusion and support of all people. We must consider the message we send to victims of racism, and to do this we must confront the racism within our own community. Young Friends is anti-racist, and we ask the rest of the BYM community to uphold these same values.

Love and Light,  
Young Friends

**Ideas for lowering barriers for people of color in our Meetings**

(Feel free to start with whichever ideas seem most doable and sensible.)

1. Recruit a small group within the Meeting that is willing to focus on efforts to move the Meeting to becoming more multicultural
2. Let people know we exist in ways other than “word of mouth” such as print, broadcast and online media
3. Make sure information about the Meeting shows up in communities of color and in media read by those communities
4. Conduct First Day programs that assume the presence of children of color and work to meet the needs of all children
5. Conduct workshops on how racism affects both whites and people of color.
6. Conduct workshops on understanding microaggressions
7. Encourage white Friends to get to know individual people of color.
8. Encourage Friends not to let their fears of interracial missteps--no matter how well founded those fears are--keep them from engaging with people of other ethnicities
9. Increase emphasis on pastoral care
10. Become actively involved in local community social justice work that is led by people of color.
11. Learn how congregations composed mostly of people of color support their membership and consider using similar approaches in the Meeting
12. Learn from denominations that have been making an effort to be more multicultural (e.g. UU, UCC and Episcopal Church)
13. Learn from local congregations that have been successfully multicultural (less than 80% of any one race) for many years
14. Conduct regular antiracism audits of Meeting
15. Work with the BYM camping program
16. Provide meals rather than snacks at Meeting events
17. Reduce costs of attending Meeting events either through Meeting subsidies or scholarships or through reliance on free-will offerings
18. Be alert to specific barriers individual people of color may encounter in becoming involved and work to overcome them
19. Seek feedback from people of color and take it seriously
20. Make sure any people of color involved in Meeting activities are heard when they speak
21. Help individual people of color who show up several times to become more involved in Meeting work
22. Insure that photos and graphic art used in Meeting activities include people of color
23. Use bilingual Spanish/English signage in the meeting house.
24. Develop joint youth program with a multicultural or mostly people of color congregation
25. Look for resources in the “Black Studies” department of the local university
26. Conduct a Listening Project within the Meeting on diversity and outreach.
27. Create a fund so people who make their living helping communities address diversity issues can be paid for helping the Meeting with those issues.
28. Introduce and welcome visitors before the start of Meeting of Worship.

29. Let Friends know about the activities of the Fellowship of Friends of African Descent in the Meeting newsletter or email list.
30. Conduct several sessions of age-appropriate antiracism training for the First Day School and then ask children to report what they learned at the Rise of Meeting.
31. Create a fund to support members or attenders in attending training programs on racial issues.
32. Have one or more white Friends who Friends of color know are willing to speak up on their behalf, if requested, concerning race-related problems in the Meeting.

**346<sup>TH</sup> ANNUAL SESSION**  
**OF**  
**BALTIMORE YEARLY MEETING**  
**OF THE RELIGIOUS SOCIETY OF FRIENDS**  
**HOOD COLLEGE**  
**FREDERICK, MARYLAND**

**Tuesday, August 1, 2017**

**Y2017-1** *Opening Worship and Readings.* A Reading Clerk read the queries for today's session:

- How have I experienced the hope and promise that comes when greeting a new life?
- What commitments and resolve have I felt to help ensure a healthy and fulfilled life for each child?

After settling into more worship, a Reading Clerk read this:

Dear Child of God, you are loved with a love that nothing can shake, a love that loved you long before you were created, a love that will be there long after everything has disappeared. You are precious, with a preciousness that is totally quite immeasurable. And God wants you to be like God. Filled with life and goodness and laughter—and joy.

*Desmond Tutu*

**Y2017-2** *Introductions of Friends at the Clerks' Table.* Ken Stockbridge (Patapsco), Presiding Clerk, welcomed Friends to the 346th Annual Session of Baltimore Yearly Meeting and thanked us for being here today. Friends at the Clerks' table introduced themselves: Helen Tasker (Frederick), Recording Clerk; Jason Eaby (Nottingham) managing sound and technology; Young Friends Katie Farr (Friends Meeting of Washington) and Savraj Moore (Maury River) serving as Reading Clerks. The Clerk reminded us that we are each prayerful presences and introduced the Prayerful Presences on the stage. He introduced his own support committee.

**Y2017-3** *Introduction of First-time Attenders and Visitors.* The Clerk asked first-time attenders to stand and be acknowledged. He then asked visitors to introduce themselves. The following visitors stood and introduced themselves: John Hunter (Durham, NC, Piedmont Friends Fellowship), FGC visitor, presented a letter of introduction to the clerk; Anne Hutchinson (Oxford, Ohio Valley YM) and Gail Koehler (Lexington, KY, Ohio Valley YM), whose letter of introduction from Ohio Valley YM was read; Moses Murenga, Pastor (Kakamega YM, Kenya), whose travel minute, excerpted, was read; and Ann Dodd-Collins (Portland, Maine, New England YM), whose letter of introduction was read. The following visitors also introduced themselves: Sam Milford (Pittsburgh Friends Meeting, Lake Erie YM); Richard Shaw (State College and Pittsburgh Meetings, Philadelphia YM);

Chuck Fager (State College and Spring Monthly Meeting, North Carolina YM-FUM); Dale Graves (West Newton Friends, Western YM); Sylvia Graves (West Newton Friends, Western YM); Patricia Jones (Minneapolis, Northern YM); and Beth Gorton (Quaker City Unity Friends Meeting, New England YM).

The Clerk asked us to lift up names of those regular attenders to Annual Session who were not here.

**Y2017-4** *Report on Opening Retreat.* A Reading Clerk read a report on the opening retreat. BYM Annual Session Retreat, July 31-August 1, 2017

*Courage as a Spiritual Practice*

The 2017 Annual Session retreat focused on the theme, Courage as a Spiritual Practice. Songs, stories, games, and “Words Worth Hearing” seeded each session. The retreat comprised three sessions: (1) Knowing of Self, (2) The Spirit-Self Relationship, and (3) Being in Community. Through individual contemplation followed by sharing in pairs, small groups, and with the whole group, the sessions encouraged the development of spiritual friendships.

**Y2017-5** *Message from Program Committee.* Barbarie Hill (Charlottesville), Clerk of Program Committee, welcomed us and asked other members of the Committee to stand. She gave us a few much appreciated tips regarding logistics and described highlights of the coming week.

**Y2017-6** *Nomination of Epistle Committee.* The Presiding Clerk nominated the following to serve on the Epistle Committee: Elizabeth DuVerlie (Baltimore, Stony Run), Peirce Hammond (Bethesda), and Jennifer Vekert (Sandy Spring).

Friends **APPROVED** the nominees for the Epistle Committee.

**Y2017-7** *Report from Interim Meeting.* Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, spoke of blessings and surprises throughout her first year in this role. Thirty-five Meetings participated in Interim Meetings this year, and she emphasized that “more participation is better decision making.” She also spoke of how Friends came to Interim Meeting well prepared with well-seasoned reports. She hopes that more local Meetings engage with Interim Meeting next year.

She read the following:

“The meeting for business, if it be Spirit-filled and properly understood by those present, is a hands-on, laboratory-like experience in which the whole fellowship comes face to face with the Spirit’s demands for the sacrifice of time, treasure, convenience, and prejudice. When opinions differ widely and the need for spiritual discernment becomes crucial, the best of Quaker business techniques alone will not suffice; then we are driven, as never in a meeting for worship, to seek that spiritual covering which alone can give the fruits of the Spirit, which can sustain harmony while waiting for the right leading. Thus, God’s work among us becomes more real, and faith is both tested and strengthened in the business meet-

ing.” from *Mind of Christ: Bill Taber on Meeting for Business*, Michael Birkel, Editor. Pendle Hill Pamphlet 406.

She spoke of how many of the decisions through the year were very difficult, and she spoke of how awesome it was to watch Friends come to unity when they did not necessarily come expecting unity. She spoke of how when she was asked to be Clerk of IM, that though she did not feel led to the position, she trusted Friends, and the experience for her has been rich. She asked us to open our minds to the possibilities of this happening in our own lives.

The BYM Interim Meeting Annual Report 2017, which spells out the decisions made during Interim Meeting is **ATTACHED**.

Friends **ACCEPTED** the report.

**Y2017-8 Reading.** A Reading Clerk read the following.

Listen to a traditional West African Griot story: When a tribal woman knows she is pregnant, she goes into the wilderness with a few friends to pray and meditate until they hear the song of the child. They recognize that every soul has its own vibration that expresses its unique flavor and purpose.

When the women attune to the song, they sing it out loud. Then they return and teach it to everyone else. When children are born into the tribe, the village community gathers and sings their song, one unique melody for each unique child. Later, when children begin their education, the village again gathers to chant each child’s song. They sing upon the initiation of adulthood and at the time of their marriage. If at any time someone commits a crime or aberrant social act, the villagers will circle the individual and chant their song, recognizing that the proper correction is love and the remembrance of identity, because when you recognize your own song you have no desire or need to do anything that would hurt another. Finally, when the soul is about to pass from this world, family and friends gather at the bedside, as they did at birth, and sing the person to the next life.

In any culture, a friend is one that knows our song and sings it to us when we have forgotten it. Those that love us are not fooled by the mistakes we’ve made or the dark images we hold about ourself. They remember our beauty when we feel ugly; our wholeness when we are broken; our innocence when we feel guilty; and our purpose when we are confused.

Life always reminds us when we are and when we’re not in tune with ourself. When we feel good, we are matching our song. We may feel a little wobbly at times, but so have all the great singers. If we just keep singing, we’ll find our way home. In the end, we shall all recognize our song and sing it well. ...

At one with the universe, our song contributes its part in the infinite chorus of creation.

Jill Mattson, “Live Your Song,” *Natural Awakenings*, May 2014

**Y2017-9 Staff Introductions.** Ned Stowe (Sandy Spring), BYM General Secretary, introduced staff members who were present: Wayne Finegar (Sandy Spring), Administration

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Manager; Margot Lehman (Sandy Spring), Comptroller; Emily Morgan, Bookkeeping Assistant; Ann Venable, Development Director; David Hunter (Frederick), Camp Property Manager; Jane Megginson (Frederick), Camp Program Manager; Jossie Dowling, Youth Programs Manager.

The General Secretary also mentioned Dyresha Harris, Outreach and Inclusion Coordinator and Catoctin Co-Director, Jesse Miller, Catoctin Caretaker and Catoctin Co-Director, and Jake Butler, Shiloh Caretaker, who were not present for introductions. He expressed his appreciation for the staff members' work. The Presiding Clerk expressed deep appreciation for the gifts that they bring to this work.

**Y2017-10 Trustees' Report.** Harry Tunis (Herndon,) Clerk of Trustees, introduced Trustees who were present. He highlighted items from the Trustees' Annual Report. Trustees worked closely with Stewardship and Finance and the General Secretary on finances that made Catoctin Bathhouse project possible. He thanked those who made this possible. He spoke of other activities over the year, and these are detailed in the Annual Report, elsewhere in the *Yearbook*.

Friends **ACCEPTED** the report.

**Y2017-11 Reading.** A Reading Clerk read the following.

Warrington State of the Meeting, 2016

Sometimes we see the empty rows of benches  
Sometimes we see the five new members in 2016  
Sometimes we see the melting snow dripping through the gap of a missing slate  
Sometimes we see the imaginative use of luminaries to catch the drips in the sand  
Sometimes we see the cold grey of winter  
Sometimes we see the love and beauty of a December wedding  
Sometimes we hear of trials and tribulations  
Sometimes we hear of joy and laughter  
Sometimes we hear the traffic go by  
Sometimes we hear the activity and energy of the First Day school  
Sometimes we hear the lists of things to be done  
Sometimes we hear the reports of the volunteers on the work that has been completed  
We have members and attenders from ages 1 to 102  
And we feel the love and the presence of God

**Y2017-12 Announcements and Closing Worship.** After a period of worship followed by announcements, we adjourned for the day.

### **Wednesday, August 2, 2017 - morning session**

**Y2017-13 Opening Worship, Queries, and Reading.** Out of the silence of opening worship, a Reading Clerk read the following queries:

When have I witnessed the seeds of brokenness and injustice in childhood?  
Where have I seen the harvest of such dysfunction in adulthood?

After a few moments of silence, the Reading Clerks read the following:

An unfortunate aspect of my association with the Religious Society of Friends (Quakers) is that I have never been able to become a member. I have tried on more than one occasion over the years to apply for membership. However, our Faith and Practice contains language about membership with which I am unable to come into agreement. With respect to membership, Faith and Practice situates the Quakers squarely in the Judeo-Christian tradition.

Encouragement of questioning is one of the things I most value about the Society of Friends, questioning to seek my own Truth or truths without boundaries, even questioning fundamental Christian beliefs. Quakers have no required set of beliefs or creed. Yet, the membership section of our Faith and Practice certainly seems to require commitment to Christian “principles of belief.”

Attesting to this one tradition feels to me like turning my back on all the other meaningful religious friends I have made over these many years. Over the years the Society has become a diverse place. Besides Universalists and Non-Theists, there are Programmed, Unprogrammed, Evangelical, and Traditional. We also have Jewish-Quakers and Buddhist-Quakers and many others. Instead of describing Quakers as uniformly Judeo-Christian, I’d prefer to see us welcome, encourage, and celebrate our diversity and our unity within that diversity.

I simply cannot limit myself to one set of religious beliefs. I would find this terribly restrictive intellectually and spiritually. The invitation to question everything is one of the reasons I am a Quaker. This questioning enables me to make a personal spiritual commitment, instead of following whatever was handed down from my parents. I’ve found that over my lifetime such questioning has continued, and my spiritual allegiance, faith, ideas, beliefs, practices, rituals, and values have continued to evolve.

--Kristin Loken (Shepherdstown), “A Spiritual Journey,”  
Quaker Universalist Fellowship, May-June 2017 Newsletter

**Y2017-14 Introductions.** Ken Stockbridge (Patapsco), Presiding Clerk, welcomed Friends at the Clerks’ table, who introduced themselves: Helen Tasker (Frederick), Recording Clerk; Jason Eaby (Nottingham), managing sound and technology; Young Friends Thomas Finegar (Sandy Spring) and Sunshine Austin (Stony Run), serving as Reading Clerks. The Clerk also introduced Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, Prayerful Presences, and his own support committee.

**Y2017-15 Introduction of First-time Attenders.** The Clerk asked first-time attenders to stand and be recognized. He asked visitors to introduce themselves, and the following Friends did so: Stephen Angell (Earlham School of Religion, Oxford, Ohio Valley YM), and Stephen Howell (Farmland Friends, Indiana YM).

**Y2017-16 August 1 Plenary Report.** A Reading Clerk read the following report prepared by Bob Fetter (Gunpowder) on Tuesday night's plenary, which was a panel addressing the school to prison pipeline:

This was an incredible and informative presentation. There were some diverse views, thoughtfully shared both in the speakers' opening remarks and in the responses to even more diverse questions and observations from the audience.

There were some basics shared about the racism, paternalism, and judgmentalism which underpins our criminal justice system. Broader issues and opportunities that were all part of the evening fabric included employment, job training, mentoring, the role of community colleges, and the spiritual aspects of work and service we may undertake.

Panelists were: Phil Caroom (Annapolis), former Maryland Juvenile Court master & judge; Eddie Conway (Homewood), founder of a prison literacy project; Natalie Finegar (Sandy Spring), Chief of the Misdemeanor Division for Baltimore City Public Defender; and Vince Taylor, former Juvenile Probation Officer and manager of school "Restorative Justice Circles." Ruth Flower (Takoma Park) moderated.

**Y2017-17 ad hoc Faith and Practice Process Clarification Committee (F&PPCC) and Second Reading of Manual of Procedure Entry.** Karen Cunnyngham (Annapolis), Clerk of the Committee, introduced other members of the Committee and reported on its work. She presented four documents to the body. She clarified the charge of the renamed Faith and Practice Committee, which describes how the Committee will do its work. She described the process and pointed out that because this is a living document we need a standing committee. She then reviewed the following:

Second Reading: Manual of Procedure Entry for 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, and Young Adult Friends;
- Baltimore Yearly Meeting committees; and
- 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*.

Friends **APPROVED** this addition to the Manual of Procedure.

We heard from Friends: A Friend asked if there was a way to ensure that multiple groups working on the same sections of *Faith and Practice* could be informed of others working on the same task, especially if coming from different seasoning groups. The Clerk of the Committee said it would be a great idea for the seasoning groups to inform the Faith and Practice Committee of their work, so the Committee could be aware of parallel work.

Karen clarified that ad hoc committee advices are merely that—advices for the new committee. Discernment in how to proceed is left to the standing committee.

The advices and the history our *Faith and Practice* work over the last 15 years are **ATTACHED**.

Friends **APPROVED** laying down the ad hoc Faith and Practice Process Clarification Committee and expressed deep gratitude for its work.

**Y2017-18 Interlude.** After break we joined in the clerk in the song “By the Waters of Babylon” by William Billings.

**Y2017-19 Reading.** A Reading Clerk read the following after a period of worship:

Wounding and being wounded are inevitable in our human situation. We are wounded by many factors nobody caused or intended. . . . Or maybe we were older and quite aware, and bear the wound consciously in the form of a fear or grudge. . . . We are wounded both in ways we know and in ways we don’t know. We bear scars both from those who have loved us and from those who have not.

And we wound. Automatically, unwittingly, inevitably. We do not see another’s need or hear her or his spoken or unspoken request. We get distracted and over-

look someone who needs attention. We are limited and we miss cues, fail to meet hopes and expectations. Often not because we want to, but just because we are unable not to.

And the circle widens. Participation in our society inevitably means wounding, even though we live at some distance from the wounds we inflict, and are not immediately conscious or directly responsible. ...We live in a world in which wounding and being wounded, wittingly or unwittingly, are warp and woof of the fabric of our lives.

...as we wound, we are also wounded; that there is always, eventually, a feedback loop, a boomerang effect from the loser, because all things are connected.

Elaine Prevallet, *Interconnections*, Pendle Hill Pamphlet #261 (1985), p.14-16

**Y2017-20** *Ministry and Pastoral Care, Spiritual State of the Meeting (SSoM) Report.* Amy Schmaljohn (Gunpowder), Co-Clerk of the Committee, directed us to the Annual Report (included in Annual Report sections of the Yearbook) and mentioned the working groups under its care: Intervisitation, Racism, Spiritual Formation, and Women's Retreat. Melanie Gifford (Adelphi) Co-Clerk read the Spiritual State of the Yearly Meeting Report, included as the first document in the *Yearbook*.

The Clerk expressed his sense of blessing at hearing the report and being a part of this community.

We **ACCEPTED** the report.

**Y2017-21** *Meeting Visits Report.* Meg Boyd Meyer (Baltimore, Stony Run), Meeting Visits Coordinator, and Ann Venable, Development Director, reported. Meg encouraged Meetings to go to the website to access information about how to connect with the Meeting Visits group. This group encourages Friends to visit other Meetings within the Yearly Meeting and elsewhere in the world of Friends and to then report back via a form on the BYM website. Ann and Meg spoke of how the staff intends to visit all 52 BYM Meetings and hopes that they can arrange appropriate staff to help address concerns of the local Meetings.

**Y2017-22** *General Secretary's Report.* Ned Stowe (Sandy Spring), BYM General Secretary, gave his report. He expressed gratitude for being amongst us and the many who have helped him understand the organization, particularly Mary Campbell on Supervisory Committee, with whom he worked closely. He gave an overview of the Catoctin bathhouse. He expressed gratitude to the funders and special thanks to David Hunter (Camp Property Manager) and Anne Venable (Development Director) for their work. He also expressed thanks to the contractor who completed this task in a timely fashion. Ned's oral report highlighted four major points which are detailed in the written version of this report: the need for better cost estimates for major projects; the need for the project development calendar to coincide with the BYM budget and decision-making calendar; the need to be clear about who is authorized to make executive decisions in between Interim Meetings

and Annual Session when necessary; and the need to unite in a common vision of the role and future of the camping program within BYM. The written version is **ATTACHED**.

The Clerk encouraged us to have conversations with Ned and other staff members. A Friend expressed that the fourth point is important to clarify, and she looks forward to the Yearly Meeting engaging in this conversation. We thanked Ned for the report which we **ACCEPTED**.

**Y2017-23 Friends United Meeting (FUM) Report.** Georgia Fuller (Langley Hill), a BYM Representative to FUM General Board, gave the report, which was accompanied by a slideshow. She introduced Margaret Amudavi, who is visiting from Kenya. She showed slides comparing two Triennials at High Point, NC in 2008, and at Wichita, KS in 2017. Georgia spoke of how quilts, which embellished some of the space at the gathering, serve as an apt metaphor as FUM seems to be growing in diversity. She explained that many FUM board members have changed their views over the years since we have engaged in difficult conversations with them around gays in committed relationships. She emphasized the example of how Riley Robinson (former BYM General Secretary and one of BYM's representatives to FUM) was asked to lead one of the anchor groups (formerly known as worship groups) at the Triennial and how that shows growth on the part of FUM's acceptance of participation by gays. She also spoke of FUM's work at Friends Theological College in Kenya. The details are in the Annual Report in the *Yearbook*.

Georgia ended with this quote from Winnie the Pooh: "You can't stay in your corner of the Forest waiting for others to come to you. You have to go to them sometimes."

The Clerk thanked Georgia for her service.

**Y2017-24 Reading.** A Reading Clerk read the following:

Let us imagine – until finally we know it is so – a whole universe grounded in Mercy or Compassion: everything and everyone is “for” the other, their fates linked in an invisible design, in continuous interplay, exchanging life, love, energy. ...

On the human level, we know that wounds are healed, both physically and interpersonally, when the connections are re-established, when the environment is functioning in harmony, when the communications channels are open for the exchange of life. ...

Wounding may be inevitable, and may seem to predominate, but transformation is in process, and life will prevail. We have that hope and that promise in the wounded and risen body of Jesus. Our role is to extend that transformation now throughout all of creation, enhancing life and being in all its forms, enlarging our awareness of the interconnections and our gratitude for the exchange.

Elaine Prevallet, *Interconnections*, Pendle Hill Pamphlet #261 (1985), p. 17-20

**Y2017-25 Announcements.** We heard a few announcements after closing worship for the morning session.

### **Wednesday, August 2, 2017 - afternoon session**

**Y2017-26 Welcome back.** Later that day, Presiding Clerk Ken Stockbridge (Patapsco) welcomed us and introduced the Recording Clerk, Helen Tasker (Frederick) and the sound and technology manager, Jason Eaby (Nottingham).

**Y2017-27 Development.** Liz Hofmeister (Bethesda), Clerk of Development Committee, and Anne Venable, Director of Development, presented an oral report and slideshow drawn from the Annual Report, which is elsewhere in the Yearbook. Liz updated us on the work of the year and thanked us for contributions and the loans from nine individuals and one Monthly Meeting. Some of the highlights noted that the cost of the bathhouse came in under the revised budget and that it was opened in time for camp. Liz emphasized that development is about money but also about building relationships through the Yearly Meeting. She gave the example of how the Program Committee decided to waive the Annual Session fee for Friends up to 8th grade and 24 people made donations totaling \$2,200.00 as part of their registration, up from eight donors last year who contributed \$417.00.

Ann Venable explained planned giving and the many ways we can arrange gifts that will ensure a legacy lives on. She mentioned some specific donors and also explained that each donor will be honored with an oak tree which will be planted where they so desire. She told several stories relating to the oaks.

**Y2017-28 Catoctin Bathhouse Report.** We watched the Catoctin Bathhouse movie, in which David Hunter (Frederick), Camp Property Manager, explains the mechanics and layout of the new bathhouse and origins of the timber, as well as energy-saving and green aspects. It ends with campers thanking us for the bathhouse. <https://youtu.be/S9BuGljG-XQ>

**Y2017-29 Camping Program Committee Report.** Harry “Scotty” Scott (York), incoming clerk of the Committee reported. He noted that it is the 60th year for activities at Camp Catoctin. He spoke of how these camps are sacred spaces. He asked Camping Program Committee members to stand. He invited Camp Property Management Committee members to stand. He also asked David Hunter, Camp Property Manager, and Jane Megginson, Camp Program Manager, to be recognized. He began by introducing camp staff: Rosie Eck and Jesse Austell, Co-Directors at Teen Adventure; Hope Swank, Director of Shiloh; Sara Brigham, Director, and Jules Skloot, Associate Director of Opequon; and Jesse Miller and Dyresha Harris, Catoctin Co-Directors.

Two stories from camps were told by Hope Swank and Dyresha Harris. Hope told an amusing story about Shiloh Quaker Camp and how it was a camper who helped brighten her outlook one day. Dyresha shared a story about the fire circle for the graduation, including the query for the fire circle: What do we do when things don’t go as planned? The first camper to speak told about white pebbles that they found at the Catoctin Fire Circle on a

class retreat—but they were wax from a previous graduation. The camper spoke of how remnants of previous campers' experiences can be carried on to future generations.

Scotty continued by outlining the document sent out earlier this year, 'Camping Program Seeks Discernment' (**ATTACHED**) which outlines the need for Meetings to discern whether we should buy or lease a different site for Opequon Quaker Camp. He explained that there will be several listening sessions about that topic throughout this week.

**Y2017-30** *Closing worship.* We closed with a period of worship.

### **Thursday, August 3, 2017**

**Y2017-31** *Opening Worship/Queries/Reading.* We opened with a period of worship out of which the queries were read:

What has held me back from action? Fear? Doubt? Something else?

When have my fears and pain also compelled me to action?

After a bit more worship the following was read:

If it sometimes seems that Friends' sense of testimony has waned in recent years, it is certainly not for lack of issues. The difficulty, rather, is in knowing where to start. Our problems can seem so overwhelming, so big, so impersonal, that it can lead to paralysis. In the face of the sheer number and magnitude of our problems, I suspect that all of us have at times struggled with the temptation to hopelessness and despair.

Thomas Gates, *You Are My Witnesses*,  
Pendle Hill Pamphlet #435, p. 21-22

**Y2017-32** *Introductions.* Ken Stockbridge (Patapsco), Presiding Clerk, welcomed Friends and introduced Friends at the Clerks' table: Helen Tasker (Frederick), Recording Clerk; Jason Eaby (Nottingham), audio visual technician; Young Friends William Capon (Bethesda) and William Finegar (Sandy Spring), Reading Clerks. He also introduced Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, his own support committee, and Prayerful Presences.

**Y2017-33** *Introduction of First-time Attenders and Visitors.* The Clerk asked first-time attenders to stand and be recognized. He asked visitors to introduce themselves. The following visitors stood and introduced themselves: Margaret Amudavi (Lugulu YM (Kenya)); Jean Smith (Kaimosi, Kenya, East Africa YM), for whom a Travel Minute was read; Linda Williams (Erie Friends Worship Group, Lake Erie YM), for whom a Travel Minute was read; and Christine Ashley, (Whittier Meeting, Iowa Yearly Meeting), FCNL Field Secretary.

**Y2017-34** *August 2 Plenary Report.* A Reading Clerk read the description of yesterday's plenary drafted by Marilyn Rothstein (Gunpowder). It is included below.

Report on Wednesday's Intergenerational Plenary

Bette Hoover (Sandy Spring) and Marcy Baker Seitel (Adelphi) designed our intergenerational plenary so that participants over 40 could directly talk with those under 40, which included Catocin campers and staff, Young Adult Friends, and Young Friends. It was well attended and received. Sharing began in pairs with questions like, "what's something that bothers you in this world?" and "how does it make you feel?" The sharing then continued in larger groups on broader topics like describing ways Quakers respond to injustice, defining nonviolence, and naming Friends or other peacemakers we admired and the qualities that made them special. In one group, for example, a middle school camper from Catocin who lived in Philadelphia served as the speaker, sharing what the group had learned with the entire room. Older Friends let the younger Friends in their group know they appreciated their contributions and having our young Friends teach old timers some valuable lessons.

**Y2017-35 Friends Peace Teams (FPT) Report.** Bob Rhudy (Patapsco), BYM representative to the Friends Peace Teams Council, reported; his written version of the report is **ATTACHED**. He thanked Friends for their participation with that group. He read "We utterly deny all outward wars and strife and fightings with outward weapons, for any end or under any pretence whatsoever. And this is our testimony to the whole world." (From "A Declaration to Charles II," 1661.) He encouraged us to use modern technologies to continue to make that witness. He reviewed some history of the organization which began in 1995 and highlighted some initiatives with which FPT is involved. Bob highlighted some of their initiatives: African Great Lakes Initiative (AGLI); and Peacebuilding en Las Americas (PLA); Asia West Pacific Initiative (AWP), and Alternatives to Violence Project (AVP).

He spoke of the book *The Power of Goodness: Art and Stories for a Culture of Peace*, initiated and inspired by and dedicated to BYM's Janet Riley Moles (Sandy Spring) during her work in Russia in 1994. It was edited by Friends Peace Teams' Asia and West Pacific Initiative co-coordinator Nadine Hoover. It "combines stories collected in Europe and the United States after WWII. Beautifully illustrated by children ages six to 20 years old, the book is intended to instruct people, young and old, in the ways of peace and nonviolence" to overcome the trauma of war. The former Chechen Minister of Education and Science (2007), L.M. Dadaev, declared "*The Power of Goodness* a gift to Chechnya's children."

**Y2017-36 Manual of Procedure (MoP) Report: First Reading of Friends Peace Teams Entry.** Susan Kaul (Bethesda), Clerk of Manual of Procedure Committee, reported. She introduced another committee member. She began with reading of the entry for Friends Peace Teams:

#### **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.

It was also clarified that this representation does not mandate financial obligations from the Yearly Meeting, but there are funds available within BYM to help defray the costs for our representatives. Friends were encouraged to share travel miles for travelling reps to other bodies as well.

Friends **APPROVED** adding the Friends Peace Teams entry to the *Manual of Procedure*, without the need for a second reading.

**Y2017-37** *Manual of Procedure (MoP) Report: Second Reading: Manual of Procedure Changes*. Susan Kaul (Bethesda) Clerk of the committee, presented the second reading of changes for Search Committee, Camp Property Management Committee, Friends House Retirement Community, Friends House Nursing Home, Prisoner Visitation and Support, and Young Friends of North America. The document of changes is within the committee's Annual Report, which will appear in the Yearbook and be reflected in the Manual of Procedure.

These changes to the Manual of Procedure were **APPROVED** individually. [See Y2017-68.]

**Y2017-38** *Minute of Appreciation*. Friends expressed deep appreciation for the dedicated work of Susan Kaul, Clerk of the Manual of Procedure Committee, as she rotates off of the Committee. When she took on the leadership of the committee, it was unexpected, as Howard Fullerton was unable to continue. She stepped into his “big shoes” and anchored the committee with her clarity, dignity, and an occasional dose of humor. We are grateful for her service.

**Y2017-39** *Interlude*. We were called back to worship with the Presiding Clerk leading us in the song “Abide with Me” by Henry F. Lyle (lyrics) and music by William Monk.

**Y2017-40** *Reading*. A Reading Clerk read the following:

I'm challenged and reassured by the words of Paul Tillich:  
"...the life of a community of faith is a continuous risk."

In our local meetings, we're challenged daily to risk being vulnerable with one another, to risk reaching together for the world we know is possible, to risk imagining and—with humility—helping to midwife the world of justice, love and peace that is already being born among us. Sometimes we risk revealing how discouraged we

are when we see how far we still have to travel on this journey. When we risk being vulnerable in love, we can be surprised by joy.

But there are other risks as well.

Without watchfulness we risk becoming too comfortable, too accustomed to our traditional ways. We risk being self-satisfied, too focused on our own needs and preferences. We risk ignoring our relationship with Creation and closing our ears to the voices and perspectives of our neighbors living at the margins, as together we face the dehumanizing, isolating and death-dealing effects of empire.

In the condition of our world today, we risk losing the heart of who we're invited to be, gradually forgetting the spiritual challenge to affirm Life in the face of death, to open ourselves to transformation, to embrace profound joy alongside deep grief, to risk being instruments of the Spirit for a world renewed.

Whether because of the fear of change, the distraction of busyness, the urgency for action, the rejection of the harm done in the name of religion or the desire to be all things to all people, the great risk is that we lose our sense of particular calling as a community of faith, becoming a group of comfortable like-minded individuals who have lost sight of the deep hope that the world so desperately needs.

To me, the antidote to this slow loss of communal vocation is intentional relationship, mutual encouragement, celebration and sharing our journeys in the Spirit. Together, through a multitude of voices and actions, we remember and live a shared story about Love triumphing over despair and death. This, Friends have called Testimony.

Risk surrounds us on all sides. Which risk will we choose?

It's always a risk to choose love over fear, holy discomfort over rigid certainty, engagement over apathy. It's a risk to trust the still, small Voice. These choices have consequences, as our tradition testifies. As we open our lives to the Light, our lives and the world around us change.

In this time when so much conspires to harden our hearts, blur our vision, deaden our compassion, and sap our courage, may we help one another stay open to the invitation and the challenge before us.

... may we each in our own way find inspiration to let our lives testify to the Truth we are coming to know. May our witness encourage others to encounter and embrace anew the quickening Power that waits within every heart. And through faithfulness, may this Power move and breathe and act in this struggling, wondrous world.

We are deeply beloved, just as we are. And we are invited to so much more. Let us be a community that risks great joy.

Noah Baker Merrill, New England Yearly Meeting  
July/August 2017 Newsletter

**Y2017-41** *Search Committee: Second Reading of Nominations from 6<sup>th</sup> Month Interim Meeting.* Karie Firoozmand (Stony Run), Clerk of Search Committee, presented the second reading of the slate of Yearly Meeting officers, Supervisory Committee, and Nominating Committees, as seen below.

Search Committee Second Reading:

Yearly Meeting Officers:

Recording Clerk: Helen Tasker, Frederick (2013)

Treasurer: Tom Hill, Charlottesville (2014). New term begins January 2018

Assistant Treasurer: Jim Riley, Hopewell (2014). New term begins January 2018

Supervisory:

Josh Riley, Hopewell Centre (2017)

Nominating:

Chip Tucker, Charlottesville (2017)

Alexandra “Alex” Bean, Adelphi (2017)

Friends **APPROVED** this second reading of nominations.

**Y2017-42** *Search Committee: First Reading of New Nominations.* Karie Firoozmand (Stony Run), Clerk of Search Committee, presented the first reading of additional names offered for Supervisory and Nominating Committees, as seen below, with the second reading expected on Saturday:

Supervisory:

Adrian Bishop, Stony Run (2017)

Nominating Committee:

Katherine Munnell, Homewood (2017)

**Y2017-43** *Nominating Committee- First Reading of 2017-2018 Slate.* Eric Hanson (Takoma Park), Co-Clerk of the committee, gave the first reading of the 2017-2018 slate. He asked other members to raise their hand and be recognized. Eric introduced us to a British card game “Unable and Unwilling” via a slideshow, which parodies the idea of getting people to volunteer to serve on committees. Eric reviewed the changes to the slate, adding a couple of names that were not on today’s printed version. He noted that there are many slots available for Friends who feel led to serve. The second reading with appropriate changes will come to us on Saturday, and the final version will be printed in the *Yearbook*.

**Y2017-44** *Treasurer’s Report.* Tom Hill (Charlottesville), Treasurer, gave his report. A written version of his remarks is included below. The audit report is included elsewhere in the *Yearbook*.

Tom started by reminding Friends that the Generally Accepted Accounting Principles system ("GAAP") requires BYM to separate our accounts into funds by donors' restrictions. BYM follows GAAP, as it has for many years, because it helps us carefully trace how we are keeping our promises to past and present donors. Page 4 of the BBD audit reports activities in the three fund classes. Tom noted that BYM's overall net assets increased \$195,000 during 2016. This broke

down into a \$175,000 increase in unrestricted net assets, a \$16,000 increase in temporarily-restricted net assets, and an almost \$4,000 increase in permanently-restricted net assets. This surplus is good.

A big change this year is that, in the audit report, our CPA firm BBD separated the unrestricted funds into “operating funds” and “property & equipment.” This format change recognizes BYM's unusual mix of operations. For 2016, property & equipment assets increased almost \$201,000, while the operating funds assets declined over \$25,000. BBD also restated 2015 activities in the new format, showing an \$86,000 operating fund deficit. While the net result in 2016 is positive, the property & equipment additions were paid for with restricted gifts that flowed through to our contractors and vendors and did not make up for the deficit in the operating funds. BYM's cash flow was negative in both years. Thus we drew down our unrestricted reserves.

Quaker charities have long recognized that donors find capital projects like new buildings more attractive than overhead. BYM's recent experience reflects this dichotomy. Friends have given generously for improvements to the BYM Office and to the BYM Camps, but we seem to have a continuing deficit in administrative operations.

Another aspect of the 2016 audit Tom highlighted is the "qualification" because the audited financials did not include activities of the Miles White Beneficial Society of Baltimore City. Miles White is about 125 years old, started and administered under Homewood Meeting that in 2012 formally became a "supporting organization" for BYM. It has about \$2,000,000 of assets for its ministries. Because BYM now appoints all members of the Miles White Board, GAAP treats it as controlled by BYM and expects the Miles White operations to be consolidated in BYM's financials. BYM does not exercise any control and did not report Miles White data to BBD, so BBD again "qualified" its opinion. The BYM Trustees are working with Miles White to see if its results can be included in the 2017 audit and the qualification removed.

Tom Hill also discussed the unaudited Statement of Activities and Statement of Financial Position for the six months through June 30, 2017. Again this year, most camp and Annual Session income came in the first six months, while most of the expenses will be paid in the second six months. Perhaps half of general administrative expenses are recorded in each half. At June 30, 2017, we had recorded \$789,000 in operating activity with a \$185,000 deficit in net restricted activity. This gave a net \$604,000 of income over expense. This is roughly in line with 2016 and prior years, but it does not provide a basis for projecting final 2017 results after all accruals.

Friends **ACCEPTED** the Treasurer's report.

**Y2017-45 Supervisory Committee.** Mary Campbell (FMW), outgoing Clerk of Supervi-

sory Committee, gave the report. The written version of her report is included below.

In March, Interim Meeting approved in concept HOPE Committee's recommendation for BYM staffing. HOPE recommended that our staff include an Associate General Secretary and a full-time Administrative Assistant, believing that delegating the General Secretary's administrative responsibility to an Associate General Secretary would free up the General Secretary's time for strengthening support to and connections with local Meetings and that the current staff needs more support.

Supervisory Committee appointed a subcommittee to work with the General Secretary on the necessary job descriptions. One member of the subcommittee gave the matter a great deal of thought and presented the subcommittee an innovative plan to reorganize the staff. The subcommittee did not reach unity with this plan or any other.

The subcommittee presented the alternatives they had worked with to the whole of Supervisory Committee in mid-July. Despite lengthy discussion, Supervisory Committee did not reach unity on job descriptions. I pray that way will open and Supervisory Committee will bring job descriptions to Interim Meeting.

Friends **ACCEPTED** the report.

**Y2017-46 Stewardship and Finance Committee-Apportionment Formula Change, Second Reading.** Lee Henkel (Floyd) gave us an overview of Stewardship and Finance Committee's recommendation to adopt a new apportionment formula which is based on a Monthly Meeting's ability to pay, calculated by dividing each Monthly Meeting's income by the total for all Meetings and then multiplying that by the apportionment for the year. The written version of her oral report, along with the recommended apportionments showing the results under the old and new formulas, is **ATTACHED**. The committee recommended that the proposed formula be adopted for 2018 rather than waiting for 2019.

Friends **APPROVED** the changes to the apportionment formula applied to 2018 apportionments.

**Y2017-47 Stewardship and Finance Committee-First Reading "Recommended Apportionments for 2018."** Lee Henkel (Floyd) reviewed the "Recommended Apportionments for 2018" which is the list of how much each Monthly Meeting is expected to pay to the Yearly Meeting annually. With the newly approved formula, each Meeting is expected to pay the YM 24.9% of their income, although there are a few exceptions, mostly due to individual Meetings' individual circumstances. Lee explained that \$495,000 is the total amount the Yearly Meeting needs to raise from apportionments. Stewardship and Finance Committee members raised their hands to identify themselves. The second reading of this will be on Saturday, with a couple of open sessions for further seasoning hosted by this committee before then. The final apportionment schedule will be included in the *Yearbook*.

**Y2017-48 Stewardship and Finance Committee Report.** Jim Lynn (Sandy Spring) ex-

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plained that the committee is not presenting a 2018 capital and operating budget at this time; the first version of the budget will be presented at October Interim Meeting. He emphasized that there will be time for discussion, including an interest group later today. He directed our attention to the written version of this report which is **ATTACHED**.

**Y2017-49** *Closing Worship, Reading, and Announcements*. A Reading Clerk read the following:

...Not everyone prays in the same way, or needs to. Nonetheless, I have become convinced that our participation in the divine love for others is somehow necessary. In a world in which we are given free will to accept or reject God's gifts, the divine wholeness for which we are intended is not forced upon us. We must choose to welcome and surrender to it, relinquishing our fears and lesser desires. We all have resistance to divine love and often find it easier to open up to love from other people. We can become mediators of the love of God for one another, gradually helping ourselves and those we love and pray for to become more directly open to the divine healing love that makes us whole.

Marcelle Martin, *Holding One Another in the Light*,  
Pendle Hill Pamphlet 382, p. 9, 2006

We closed with a few moments of silence followed by announcements.

## **Friday, August 4, 2017**

**Y2017-50** *Opening Worship*. Out of the silence a Reading Clerk read the following:

South Mountain Friends Fellowship (SMFF) Spiritual State of the Meeting Report 2016

...

This year was a trying time for all of us at [South Mountain] due to the sudden and unexpected tragic death of one member, Monroe O. Wright. What made this such a shocking loss was because Monroe died the day before our third annual Christmas Day observances. During this special event we invite all outside visitors from Patapsco Friends Meeting, as well as pen pals and visiting friends from other Meetings to celebrate the holidays together. Our small group takes the time to buy snacks from the prison commissary and entertain our Guests.

Unfortunately, on this day, after everyone [gathered], with a sparkle in their eyes, a smile on their faces, and a happy holiday spirit, we were given notice by a correctional officer that Monroe died the day before. ... This news startled all of us. We were sad and felt powerless because new rules prohibited hugging or consoling one another despite the fact one may be in tears due to the emotional news. This joyful occasion began on a sour note.

...

The snacks Monroe brought to entertain our Friends were left lingering in his cell, but his Spirit was with us that day. The celebration turned into a celebration/memorial service in remembrance of Monroe.

...the Spirit of Monroe bubbled up in and around each of us. We laughed, danced

and sang throughout the morning. The sparkle in our eyes returned and the joy in our hearts were reenergized... It was indeed a beautiful memorable moment and we were glad our out-side visitors were there by our side to share such a moment. Monroe would have been so pleased. He often spoke of his love for the Quaker group.

...

As incarcerated citizens we look at society through a crystal ball. Despite our current prison address, we and countless other inmates around the country are concerned about what kind of world we will enter into once we are released. Climate change and economic upheavals are issues that plague our minds. Despite the fact we are confined to a very small area, we see how life on TV is passing us by, and we cannot touch or participate in reality. When you have everything taken from your life, the world itself and everyone and everything on this earth becomes so precious. We know now that every person, animal, and plant is connected and it appears that only humans are doing harm to this planet.

It shocks us to see grown adults fussing and physically fighting over man-made stuff. When all these so-called "must have" items have been taken away from you, one can easily determine what is more important in life. We strongly agree with the authors' statement that, "(w)hile gratitude leads to increased happiness and life satisfaction, materialism - placing higher value on material possessions than on meaningful relationships - has the opposite effect." ... Active Hope is insightful, informative and a motivational tool.

...

One of our own South Mountain members, Andre DeLaney, is awaiting his release after 28 years of imprisonment. Though Andre is intellectually challenged he has proved himself to be a real trooper by never giving up no matter how difficult the task. What a fine example he has been for all. His kind and forgiving nature along with his ever present smile radiates sunshine and the joy to be found in sharing his love of life with others.

...

The senior citizen of our group, Kent, who is 64 years old, has had both a trying and rewarding year. Though he is joyful at the pending release of his friend Andre he knows he'll deeply miss his buddy of 17 years. Kent is old school and for years only let a few people get close to him. It has been amazing to watch our outside Friends dismantle that protective wall one brick at a time. Kent never misses attending our weekly Meeting for he has come to embrace our outside Friends as his family. In twenty-two years he has received only three visits. Now he receives a visit every Saturday when Quaker Friends come to South Mountain.

...

In the near future, [Gabe] will be transferred to a pre-release facility, hopefully in Baltimore City. Meanwhile, he recently passed his final college accredited meat cutting apprenticeship exam with flying colors. He will receive his ... official state-issued license. Thereafter, he will be a licensed journeyman meat cutter, however he is concerned that being a vegetarian may be a conflict of interest. LOL

As a long time attendee Gabe will dearly miss each person he worships with. He is scared, apprehensive and joyful to taste the ... forbidden fruit which is called freedom that many folks take for granted. He will continue to stay in contact with his incarcerated and ex-incarcerated comrades.

...

It should be noted that the Governor has plans ... to down-size this particular prison. Already a sizable portion of the inmate population has been transferred to other prisons across the state. In the event that the SMFF group is discontinued, we want the Religious Society of Friends to know just how thankful we are for their prison ministry. You cannot imagine just how our lives have been changed by this ministry. Each outside Friend, especially from Patapsco Meeting, has earned a special place in our hearts and shall never, ever be forgotten. These wonderful people brought so much into our lives and changed us in so many positive ways. Prison can be a very lonely place for so many of us. But that sense of being alone was replaced with the knowledge that each Saturday we would be in the company of folks that truly cared about each one of us. You all became our family and we have come to cherish and love our Friends who shared their love with us.

**Y2017-51** *Introductions.* Ken Stockbridge (Patapsco), Presiding Clerk, welcomed us, holding off other introductions until after the Roll Call of Meetings.

**Y2017-52** *Roll Call of Meetings.* The Clerk explained that South Mountain Friends Fellowship has been laid down as there is only one man still at the facility, and the Maryland Prison System will not allow faith groups to meet unless there are at least two prisoners who want to meet with that faith community. The Clerk also noted that Abingdon Meeting has transferred its membership to the relatively new Piedmont Friends Yearly Meeting.

The Reading Clerks read out the name of each local Meeting and asked Friends to stand, if able, as the Meeting was called.

|                         |                                |
|-------------------------|--------------------------------|
| Adelphi                 | Herndon                        |
| Takoma Park Preparative | Fauquier Friends Worship Group |
| Alexandria              | Hopewell Centre                |
| Annapolis               | Langley Hill                   |
| Baltimore, Homewood     | Little Britain                 |
| Baltimore, Stony Run    | Eastland Preparative           |
| Bethesda                | Penn Hill Preparative          |
| Blacksburg              | Little Falls                   |
| Carlisle                | Mattaponi                      |
| Charlottesville         | Mauzy River                    |
| Deer Creek              | Menallen                       |
| Dunnings Creek          | Midlothian                     |
| Floyd                   | Monongalia                     |
| Frederick               | Buckhannon Preparative         |
| Gettysburg              | Nottingham                     |
| Goose Creek             | Patapsco                       |
| Gunpowder               | Patuxent                       |

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|                                       |                       |
|---------------------------------------|-----------------------|
| Pipe Creek                            | Valley                |
| Richmond                              | Augusta Worship Group |
| Roanoke                               | Warrington            |
| Lynchburg Indulged                    | Washington            |
| Sandy Spring                          | West Branch           |
| (Friends House) Miller Center Meeting | Williamsburg          |
| for Worship                           | Norfolk Preparative   |
| Shepherdstown                         | York                  |
| State College                         |                       |

**Y2017-53 Junior Yearly Meeting (JYM).** Carol Seddon (Baltimore, Stony Run), Co-Clerk of JYM, introduced her Co-Clerk Ellen Arginteanu (Richmond). Carol gave the report, which is **ATTACHED**. The JYM Friends and their teachers came to the front of the room and, with Ruth Fitz (York), led the body in worshipful singing “Funga Alafiyah,” a welcoming song from West Africa, and “Hollow Bamboo.”

**Y2017-54 Queries and Reading.** After the children left and a moment of silence, the following queries were read:

Where do I find courage to act?

How can I “live in that life and power that takes away the occasion” for injustice?

How do my spiritual practice and my Quaker community help me to undertake healing and promote wholeness for every child?

After a period of silent worship, a Reading Clerk read the following from Doug Gwyn’s *A Sustainable Life*:

“... Thomas Gates emphasizes that the Friends meeting should actively nurture the expectation that one will receive divine leadings, and actively support its members in clarifying and following them. Formal membership only begins a lifelong process whereby individuals grow and change in relation to the meeting community—or else stagnate or drift away.”

Doug Gwyn, *A Sustainable Life*, p. 156

**Y2017-55 Introductions.** The Presiding Clerk invited Friends at the Clerks’ table to introduce themselves: Helen Tasker (Frederick), Recording Clerk; Jason Eaby (Nottingham), managing sound and technology; Young Friends Brigid Roush (Sandy Spring), Kate McHale (Sandy Spring), and Young Adult Friend Jennifer Vekert (Sandy Spring and Raleigh, NC) served as Reading Clerks.

**Y2017-56 Unity with Nature (UwN) Skit.** Susan “Sue” Hunter (York) and Karie Firoozmand (Baltimore, Stony Run) presented a skit to emphasize the message of UWN: our use of and addiction to plastic bags is a harmful, unhealthy habit we need to break.

**Y2017-57 Unity with Nature (UwN) Report and Proposal.** Debbi Sudduth (Goose Creek) asked Friends who serve on the Committee to stand and be recognized. She read Genesis 2:15: “The Lord God took the man and put him in the Garden of Eden to work it and take care of it.”

Debbi presented background of UwN's work over the last couple of years and then presented the proposal below. The Annual Report is elsewhere in the Yearbook. A written version of her oral remarks is **ATTACHED**. The text of the proposal is below:

The Unity with Nature Committee proposes that BYM embrace our request that individuals in BYM refrain from the use of single-use plastic check-out bags in all stores, not just grocery stores. Through our uniting in the promise of individual personal action, this demonstration of respect for nature may encourage others to join in this action and in other actions that also strive to put us back into a harmonious relationship with nature.

*"Be patterns, be examples in all countries, places, islands, nations wherever you come...." - George Fox*

Friends suggested that this proposal also be shared with Friends Schools within the Yearly Meeting.

Friends **APPROVED** embracing this proposal.

**Y2017-58** *Peace and Social Concerns (P&SC) First Reading of Proposed Minute on North Korea*. Phil Caroom (Annapolis), Clerk of P&SC, gave context to the suggestion that the Committee create a minute in reference to North Korea. The background presented is below.

**Proposed Peace and Social Concerns Committee minute in response to Consideration of U.S. renewed military action against North Korea**

**BACKGROUND:**

Within the past day (8/2/17), U.S. Senator Lindsay Graham has stated to national media (NBC's Today Show), "There is a military option to destroy North Korea's (missile) program and North Korea itself. ...If there's going to be a war to stop them, it will be over there. If thousands die, they're going to die over there, they're not going to die here and (President Donald Trump) told me that to my face."

U.N. Ambassador Nikki Haley is reported by CNN to have announced, "The time for talk is over." Vice President Pence has stated that "all options are on the table."

Nonetheless, there is a broad international consensus that economic sanctions have had a major impact on North Korea; its only remaining trading partner, China, has agreed within the past month (6/25/17) to increase its economic sanctions.

There will be an interest group to further discern this before tomorrow's second reading. [See Y2017-76.] A Friend encouraged us to individually take responsibility for conveying this message to our elected officials.

**Y2017-59** *Ad-hoc Committee on Growing Diverse Leadership (GDL)*. Dyresha Harris, Outreach and Inclusion Coordinator and Co-Director of Catoctin Quaker Camp, explained her involvement in the Committee and the work of holding up the beloved community in these times and spoke of her hopefulness for our work to address equity, inclusion, and di-

versity. Her slideshow and commentary, “Journey Together,” explained how various parts of the whole Yearly Meeting travel on this journey toward these goals. She mentioned the Fox quote of “Being Patterns and examples…” and how embodying the values we hold dear can effect change in our communities and the world. She emphasized that our time is now.

Lauren Brownlee (Bethesda), Assistant Clerk of GDL, recorded a video for her part of the report. She noted that a foundational learning is leaning in to the work with which we feel uncomfortable. She spoke of the intersection between the difficulty of a task and deep joy when engaged in such a task. She spoke of how one Meeting has grown in the last year, and how many Meetings have initiated projects to increase racial diversity in the Meetings, which gives her hope for the future of Friends. Lauren read excerpts from BYM Meetings’ Spiritual State of the Meeting Reports that reflect this.

Dyresha explained our Strengthening Transformative Relationships in Diverse Environments (STRIDE) groups and their involvement with BYM camps, four cities, and she also highlighted some of the work. She mentioned the committee has a new grant. She spoke of Meeting connections and how young adults long to connect socially with Friends and highlighted events such as hosting a Square Dance evening which was diverse in many ways. She spoke of investing resources and shared the following quote from her PowerPoint file:

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…we are declaring, “We have a vision that is amazing and exciting. We are inviting you to invest yourself through the resources that Spirit has given you—your energy, your prayers, and your money—in this work to which Spirit has called us [together].”

Henri Nouwen, *A Spirituality of Fundraising*

Dyresha also mentioned a new STRIDE group in Charlottesville and a new webpage: <http://tinyurl.com/stridepage>

Marcy Seitel (Adelphi), Clerk of the Committee, expressed gratitude for Dyresha’s work. Marcy will present her part of the report tomorrow. [See Y2017-79.]

**Y2017-60 Interlude.** The Clerk called us back to the Memorial Meeting for Worship with the song “Precious Lord.”

**Y2017-61 Memorial Meeting.** Several Friends read the excerpts from Memorial Minutes for the following Friends: Patricia Loring (Bethesda), Careen R. Mayer (Annapolis), and W. Byron Forbush II (Stony Run). These memorial minutes are **ATTACHED**. We adjourned after worship.

## **Saturday, August 5, 2017**

**Y2017-62 Opening Worship/Queries/Reading.** A Reading Clerk read the following queries out of the silence:

How can our shared experience of the Light move us to promote justice and

wholeness in the wider world?

How can we find common cause with others seeking to change the world?

After a few moments of worship a Reading Clerk read the following:

Testimonies come from the bottom up; they are the end result of thousands of Friends around the world who are attentive and faithful to the leadings of the Light, to the Witness within them. It may be useful to sort those actions into certain abstract categories, but let us not mistake these categories for the testimonies. Testimony happens only when individual Friends are listening to the Light, acting as they are led, and sharing their stories in word and deed. As our text [James 1:22] says, testimony happens when we are “doers of the word, and not hearers only.”

Thomas Gates, *You Are My Witnesses*, Pendle Hill Pamphlet #435 p. 20

**Y2017-63** *Introductions*. Ken Stockbridge (Patapsco), Presiding Clerk, welcomed Friends and introduced Friends at the Clerk’s table: Helen Tasker (Frederick), Recording Clerk; Jason Eaby (Nottingham), audio visual technology; Young Friends Starling Wolfram (Adelphi) and Henry Carlson (Goose Creek) and Young Adult Friend Keir Hudson (Frederick), serving as Reading Clerks. He also introduced his own support committee, Prayerful Presences, Marcy Baker Seitel (Annapolis), Clerk of Interim Meeting.

**Y2017-64** *Introduction of First-time Attenders and Visitors*. The Clerk asked first-time attenders to stand and be recognized. He asked visitors to introduce themselves. The following visitors stood and introduced themselves: Julia Isaacs (Madison, WI, Northern YM); Pamela Boyce Simms (Hudson Monthly Meeting, New York YM); Andrei Israel (State College and Adelphi), William Penn House Executive Director, whose Travel Minute from William Penn House was read; Jacob Flowers (Regional Director, South Region AFSC) whose Travel Minute was read; and Theo Sither (FCNL).

**Y2017-65** *Agenda Review*. The Clerk reviewed the agenda and announced the adjustments.

**Y2017-66** *August 4 Plenary Report*. A Reading Clerk read Bill Mims’ (Langley Hill) report about Shan Cretin’s Carey Lecture, which is included below.

Shan Cretin, outgoing General Secretary of the American Friends Service Committee, gave the annual Carey lecture. She provided a concise American history of white domination dating at least from the original US Naturalization Law of 1790, and of AFSC’s 1917 founding around the need to provide an alternative to military service during WWI.

She then talked about her journey from young pacifist to General Secretary of AFSC. Along the way, she worked in minority communities, until a Black Panther pulled her aside and told her that if she wanted to make a difference, she needed to work in her community, not in the black community. “We black folks can take care of ourselves. Your white community needs to change.”

She then talked about her journey through white privilege while working for peace

and justice. As a Quaker, she has been working through this privilege in her religious community. This led her to a query: What would it mean in our Meetings if everyone felt equally able to speak their mind, to be wrong, or even to be stupid?

Her challenge to us was: What can we do to repair the racial damage done by our white forefathers?

She left us with an old Quaker query, and a Jewish Proverb: Query: Was thee faithful? Did thee yield? Proverb: You are not expected to complete the work in your lifetime—nor may you refuse to do your unique part.

**Y2017-67 Youth Program Committee.** Rebecca “Becka” Haines Rosenberg (Alexandria) and Annalee Flower Horn (Adelphi), Co-Clerks, gave the report. Becka introduced Jossie Dowling, Youth Programs Manager, and expressed thanks for her work with our youth. She also noted that our youth are always in need of more Friendly Adult Presences (FAPs) and encouraged Friends to contact the committee for training opportunities. The written version of the oral report is **ATTACHED**, and the full Annual Report is elsewhere in the *Yearbook*.

**Y2017-68 Manual of Procedure Changes, 3rd Reading.** Susan Kaul (Bethesda), Clerk of MoP, gave a correction to the second reading of the MoP report. [See Y2017-37.] The correction is below and will be included in the revisions to the *Manual of Procedure*.

#### Search Committee

The Search Committee is composed of six persons, two appointed each year to serve a three-year term. They are ~~and~~ nominated by an ad hoc Naming Committee and (appointed by Interim Meeting) ~~and forwarded to the Yearly Meeting for approval.~~ Their service begins immediately after the next Annual Session of Baltimore Yearly Meeting. ~~two appointed each year to serve a term of three years.~~ These persons Search Committee members attend Interim Meeting. No person may serve for more than six consecutive years. The Committee may not co-opt additional members.

Friends **APPROVED** this correction.

**Y2017-69 Search Committee-Second Reading.** Karie Firoozmand (Stony Run) presented the second reading of the following nominees:

#### Supervisory:

Adrian Bishop, Stony Run (2017)

#### Nominating Committee:

Katherine Munnell, Homewood (2017)

Friends **APPROVED** the nominees.

**Y2017-70 Nominating Committee, Second Reading.** Bette Hoover (Sandy Spring), Co-Clerk of the Committee, presented the second reading. The final appointments are reflected in the Committee Membership section of the *Yearbook*.

Friends **APPROVED** the 2017-2018 slate of nominees.

**Y2017-71** *Intervisitation Working Group*. Rebecca “Rep” Pickard (Gunpowder) gave an overview of the Working Group’s work over the past year, accompanied by a slideshow. She remarked that we have had at least 24 visitors from other Yearly Meetings. Their Annual Report is included in the *Yearbook*. She encouraged us to consider how we each may support the Working Group. She asked members of the Working Group to stand and be recognized.

**Y2017-72** *Interlude*. The clerk drew us back to worship by singing: “Alleluia.”

**Y2017-73** *Reading*. A Reading Clerk read the following:

Although attempting to bring about world peace through the internal transformation of individuals is difficult, it is the only way. Wherever I go, I express this, and I am encouraged that people from many different walks of life receive it well. Peace must first be developed within an individual. And I believe that love, compassion, and altruism are the fundamental basis for peace. Once these qualities are developed within an individual, he or she is then able to create an atmosphere of peace and harmony. This atmosphere can be expanded and extended from the individual to his family, from the family to the community and eventually to the whole world.

The Dalai Lama, forward to Thich Nhat Hanh's

*Peace Is Every Step: The Path of Mindfulness in Everyday Life*, 1991.

**Y2017-74** *Friends World Committee for Consultation (FWCC)*. Thomas Finegar (Sandy Spring) and Judith Seaman (Buckhannon Preparative, Monongalia), Representatives to FWCC, reported. Judith gave an overview of the FWCC conference in NY. They were introduced to the first cohort of travelling ministers for a variety of activities. She encouraged Friends to contact FWCC with questions. Thomas gave a passionate report about his experience at FWCC. They noted that all Friends are welcome to invite travelling Friends. The written report is **ATTACHED**.

**Y2017-75** *Friends General Conference (FGC) Report*. Rebecca “Becka” Haines Rosenberg (Alexandria), FGC Central Committee Representative, gave the report. She directed us to the Annual Report for more details. She also thanked Linda Goldstein for her work on that report. She highlighted the Spiritual Deepening Program, the Quaker Cloud, and an institutional self-assessment around racial issues. She spoke of her transformative experience of serving on this Committee for many years. The written version of her oral report is **ATTACHED**.

**Y2017-76** *Peace and Social Concerns Committee, Second Reading of the Proposed Minute on the Consideration of US Renewed Military Action Against North Korea*. Phil Carroom (Annapolis) presented the revised minute. [See Y2017-58.]

**Minute By Baltimore Yearly Meeting**  
**proposed by BYM Peace and Social Concerns Committee**  
**as to consideration of U.S. renewed military action against North Korea**

**PROPOSED MINUTE:**

Baltimore Yearly Meeting (“BYM”) of the Religious Society of Friends (“Quakers”) urges U.S. leaders to resist any temptation to a military strike against North Korea.

The use of military force on the Korean peninsula would cause massive loss of life and other horrific consequences to Koreans and other nations’ people including our own. Over 100,000 Americans reside in South Korea, including thousands of civilians. Such a war, especially nuclear war, also would do terrible, long-term damage to the world’s ecosystem. As with the war in Iraq, an attack on North Korea would have unintended consequences.

Only continued patience, diplomacy and nonmilitary interactions hold the promise for true peace-building and a better future for the Korean peninsula. Our nation must reject the false promises of war and threats of war.

BYM includes more than 52 worshipping communities in four states (Maryland, Virginia, Pennsylvania and West Virginia) and the District of Columbia with attendance of more than 7,000. As Quakers, we have supported peaceful resolution of conflicts for more than 350 years, receiving the Nobel Peace Prize, participating in establishment of the United Nations and other practical, ongoing conflict resolution organizations. Consistent with Friends’ Peace Testimony, we “utterly deny all outward wars and strife and fightings with outward weapons, for any end or under any pretence whatsoever.”

**PROPOSED ACTION:**

With the adoption of the Minute, BYM’s Peace and Social Concerns Committee will transmit the minute to the White House and the U.S. State Department and post it online, and our BYM Clerk should transmit this to media. We also will suggest that Monthly Meetings and other Quaker organizations transmit it to and meet with their respective Senators and Congressional representatives, together with requests to join the opposition to such preemptive military action. Finally, we will urge Friends, other individuals and groups and to send such messages in their own words and to sign petitions opposed to a renewed Korean War as provided and to send such messages in their own words and to sign petitions opposed to a renewed Korean War as provided by Friends Committee on National Legislation and other groups.

A Friend thanked the committee for the work and reminded us to individually take action on this, in addition to the Yearly Meeting’s actions. A Friend asked what would happen if North Korea took military action against the U.S. first, and another spoke to the notion of pre-emptive strike which was in the first version. When Friends asked specific questions, Phil clarified how the committee had considered them and reminded us that we are only asked to approve the minute itself, not the proposed actions. A Friend asked for clarity on the proposed actions and asked that we additionally include reaching out to other faith

communities. Several questions were asked about precise wording, and Phil explained in detail how the interest group seasoned specific wording. The Presiding Clerk will work with the Committee to ensure this is distributed to local Meetings.

Friends **APPROVED** the revised minute.

**Y2017-77 Stewardship and Finance Committee-Second Reading of Apportionment Assignments.** Lee Henkel presented the report after thanking several committee members who are rotating off: Jason Eaby, Will Stratton, and Hank Rupprecht. She explained how they came up with the apportionment total amount and then came up with the percentage each Meeting would need to pay. They adjusted the apportionments for some Meetings.

Friends **APPROVED** the Apportionment Assignments part of the budget. The final apportionment schedule will be included in the *Yearbook*.

**Y2017-78 Stewardship and Finance Committee Report on Budgeting Process.** Jim Lynn (Sandy Spring), Co-Clerk of Stewardship and Finance Committee, explained that the capital and operating budgets will not be presented today, as they need more seasoning. The written version of his oral report from Thursday is **ATTACHED** (Y2017-48). The Presiding Clerk said that we will hear more from this Committee at Interim Meeting. It was noted that we usually have two readings before the budget is approved, and the Clerk of Interim Meeting clarified that it is not a requirement to have two readings, and a minute can clarify how we will proceed with this. She noted that Stewardship and Finance will send out advance information about the budget.

**Y2017-79 ad-hoc Growing Diverse Leadership (GDL) Committee.** Marcy Baker Seitel (Adelphi), clerk of the Committee, and Dyresha Harris (Outreach and Inclusion Coordinator) presented the second half of the GDL report. [See Y2017-59.] Marcy expressed thanks for Dyresha who has come down from Camp Catocin to participate in this report. Marcy emphasized how important this work is for the Yearly Meeting to take on. The work is about clearly understanding our oneness. She spoke of the need for intentionality when growing diversity. She explained the committee's work: support all committees of the Yearly Meeting to grow in equity, diversity, and inclusion. The Committee is working to get change groups into every Meeting and is reviewing materials in order to make recommendations to the Yearly Meeting. GDL is also conducting focus groups, and the first one, formed with Friends of Color, has been held. Marcy also spoke of how local Meetings were first resistant to new demographic information requested in their Community Statistics Reports, but she emphasized how great it is that we are engaging in these conversations. She encouraged us to identify people in our own Meetings who can move this concern forward. She also spoke of how one visiting Kenyan Friend, Pastor Moses Murenga, began to increase diversity by working with neighbors of his parishioners in his local community.

**Y2017-80 Epistle of Baltimore Yearly Meeting-First Reading.** The final version will be printed in the *Yearbook*. Peirce Hammond (Bethesda), Elizabeth DuVerlie (Baltimore, Stony Run), and Jennifer Vekert (Sandy Spring) read the first draft of the epistle. The second reading will be on Sunday.

**Y2017-81 Reading.** A Reading Clerk read the following:

“If we do not act we shall surely be dragged down the long dark and shameful corridors of time reserved for those who possess power without compassion, might without morality, and strength without sight. Now let us begin. Now let us rededicate ourselves to the long and bitter—but beautiful—struggle for a new world. This is the calling of the [children] of God, and our brothers [and sisters] wait eagerly for our response. Shall we say the odds are too great? Shall we tell them the struggle is too hard. . . . Or will there be another message, of longing, of hope, of solidarity with their yearnings, of commitment to their cause, whatever the cost? The choice is ours, and though we might prefer it otherwise we must choose in this crucial moment of history.”

Martin Luther King, Jr., speech at Riverside Church, as quoted in *Revelation and Revolution: Answering the Call to Radical Faithfulness*, By Steve Chase, Pendle Hill Pamphlet #431 (2015), p. 33.

**Y2017-82 Closing Worship and Announcements.** We closed with a period of silence, after which announcements were read.

## **Sunday, August 6, 2017**

**Y2017-83 Opening.** Baltimore Yearly Meeting regathered on 8/6/2017 at Hood College in Frederick, Maryland. We heard introductions: Ken Stockbridge (Patapsco), presiding; Arthur David Olson (Takoma Park), recording; Amrit Moore (Maury River), reading; Robert Finegar (Sandy Spring), reading; Sylvia Beam (Goose Creek), reading; Jason Eaby (Nottingham), sound.

The Presiding Clerk noted that, given the delay in approving our 2018 budget, publication of the printed version of the *Yearbook* is to be deferred until after the budget’s approval; electronic versions of yearbook materials are to be available before our next Interim Meeting.

The Presiding Clerk called for and noted the names of Committee Clerks. Marcy Baker Seitel (Adelphi), Clerk of Interim Meeting, announced a 9/16/2017 retreat at Langley Hill Friends Meeting House for all Baltimore Yearly Meeting Committee Clerks; a separate retreat for local Meeting Clerks is planned for 2018 at Annapolis Friends Meeting House.

**Y2017-84 Epistles.** Kelly McKenna (Annapolis), Julia Hill (Charlottesville), and Graham Hill (Charlottesville) read aloud the Junior Yearly Meeting epistle. Caroline Hill (Charlottesville) and Kat Darnell (Frederick) presented the Junior Young Friends’ epistle. Thomas Finegar (Sandy Spring) read aloud the Young Friends’ epistle. Jennifer Vekert (Sandy Spring) read aloud the Young Adult Friends’ egg-centric epistle. Sarah Burr (Homewood) read aloud the Women’s Retreat epistle.

Elizabeth DuVerlie (Baltimore, Stony Run), Peirce Hammond (Bethesda), and Jennifer Vekert (Sandy Spring), our Epistle Committee, read aloud for its second reading the Yearly Meeting epistle. We heard a desire for a greater focus on younger Friends, in particular their leadership, efforts to encourage families to attend our Annual Session, themes of the programs of younger Friends, and the service of younger Friends as Reading Clerks. We heard

a concern about the use of the term “anti-racist,” seen as negative; we heard a sense that the term “anti-racist” is appropriate; we heard that simply “addressing” racism is too weak, while seeking to end racism is too optimistic. We heard senses that our response to racism might be challenging it, confronting it, correcting it, and healing the disease. We heard of the use of the terms multicultural, multiracial, and inclusive in this area.

Members of the Epistle Committee read aloud a revised first page of the epistle reflecting our struggle with use of the term “anti-racist.” We heard a concern about focusing on words about racism rather than seeking to practice what we preach regarding racism. We heard contrasted the relative ease we have in uniting on statements about war with the relative difficulty we have in uniting on statements about racism. We heard a personal account of racism in our own community that called us to account and touched us deeply.

We **APPROVED** the Yearly Meeting epistle with changes read, changing “inclusive” to “equitable and inclusive,” dropping the word “tremendous” in the second page’s last paragraph, and empowering the Epistle Committee to revise the epistle to reflect suggestions made at this meeting regarding younger Friends.

We **APPROVED** this: we minuted our appreciation to the Epistle Committee and to the courageous voices we’ve heard.

Representatives of Young Friends conveyed their concern with our process in dealing with the epistle; a written version of their statement is **ATTACHED**.

We **APPROVED** attaching the epistles of Junior Yearly Meeting, Junior Young Friends, Young Friends, Young Adult Friends, and the Women’s Retreat to the Yearly Meeting epistle.

**Y2017-85 Program Committee and bookstore report.** Barbarie Hill (Charlottesville), Program Committee Clerk, reported for both Program Committee and the bookstore. Barbarie reported that the bookstore [covered its costs]. Barbarie reported that we’ll be at Hood College again next year, from 7/30/2018 through 8/5/2018, focused on the theme “Radical Listening—Rooted in Love.” We **APPROVED** this: we minuted our appreciation to the Program Committee.

**Y2017-86 Registrar’s report.** Sheila Bach (Langley Hill), Registrar, reported. Sheila reported 388 Annual Session attenders this year, 17 fewer than last year. There were 53 first-time attenders, 21 of whom used first-time attender certificates; 29 children attended for free as part of the Yearly Meeting’s new program.

**Y2017-87 Closing.** We heard announcements. We heard, improved, and **APPROVED** these minutes. We adjourned, to gather next in Annual Session if it be God’s will, on 7/31/2018 at Hood College in Frederick, Maryland, or at the call of the Presiding Clerk.

Ken Stockbridge, presiding Helen Forsythe Tasker, recording, 8/1-5/2017

Arthur David Olson, recording, 8/6/2017

## **ATTACHMENT Y2017-7**

### **REPORT FROM INTERIM MEETING**

BYM Interim Meeting Annual Report 2017

Since Annual Session 2016, the Interim Meeting of Baltimore Yearly Meeting met at its three regularly scheduled times. No extra meetings were called.

Friends from 35 Local Meetings participated in Interim Meetings through the year. Friends from 14 Local Meetings attended all three Interim Meetings, those from 11 attended two, and those from ten attended one. 12 Local Meetings (meetings, worship groups, etc.) were not represented in the past year.

We released Abingdon Friends Meeting from our Fellowship so they could join Piedmont Friends Yearly Meeting, where they have been welcomed.

We approved the formation of a new ad hoc committee to consider how to work toward finding unity on a new Faith and Practice, called the ad hoc Faith and Practice Process Clarification Committee. The committee reported at Spring and Summer IM, and will ask for approval of its recommendations at Annual Session, and will ask to be laid down. We approved directing Nominating Committee to find six Friends to work on Faith and Practice after Annual Session.

We approved the formation of a new Working Group, the Working Group on Refugees, Immigrants, and Sanctuary, under the care of the Peace and Social Concerns Committee.

We approved the following minutes and endorsements:

- “Minute in Solidarity with the Standing Rock Sioux Tribe Regarding the Dakota Access Pipeline”
- Signing on to an open letter to President Donald Trump urging reconsideration of plans to nullify the law, Deferred Action for Childhood Arrivals.
- The Maryland Clean Energy Jobs Initiative

We approved moving forward with replacing the bathhouse at Catoctin Quaker Camp. To make this possible, we also approved making changes to the 2016 Capital Budget and the 2016 and 2017 Operating Budgets to cover the costs of construction. Friends should note that the construction was completed on time in June 2017 and the costs were less than projected in the amended budgets.

Changes in the Manual of Procedure were approved at all three Interim Meetings. These are now forwarded to Annual Session for consideration.

We appointed 11 representatives from BYM for the Friends United Meeting Triennial, held in July 2017. We approved eight other committee appointments and 15 resignations from committee appointments. We approved two members for a Naming Committee, who brought forward two names for Search Committee, who were approved. Search committee

brought one committee appointment for approval in the fall, and six names in the summer for officers of the Yearly Meeting and Nominating Committee appointments. These were approved, and will be brought to Annual Session for consideration.

The work of the ad hoc HOPE Committee (Healthy Organization and Purposeful Evolution) was brought forward at each of our Interim Meetings. We received reports and recommendations during the year. We approved the following:

- In concept, we approved the staff change recommended by our Ad Hoc Healthy Organization and Purposeful Evolution (HOPE) Committee.
- We directed the General Secretary and Supervisory Committee to season the HOPE Committee's job descriptions and bring them back to Interim Meeting on 6/17/2017. This is being brought to Annual Session.
- We directed the Stewardship and Finance Committee to explore the feasibility of HOPE Committee's staffing changes and bring back its recommendation to Interim Meeting on 6/17/2017 and to our upcoming Annual Session as part of the 2018 budget.
- We extended the term of our Ad Hoc Healthy Organization and Purposeful Evolution (HOPE) Committee through our 2017 Annual Session, but then approved laying down this ad hoc committee in Summer Interim Meeting.
- We asked Trustees to explore taking responsibility for or propose an alternative for the review, coordination, publication, and application of the various policies of the Yearly Meeting and its Committees.
- We reaffirmed the language in the Manual of Procedure, which empowers the Supervisory Committee, between meetings of the Interim Meeting, to "act upon urgent matters not involving policy nor of such importance as to justify a special session of the Interim Meeting. All such actions are to be reported to the Interim Meeting at its next session." And we directed Supervisory Committee to consider and report to our next Interim Meeting on whether change is needed in this area.
- We accepted the HOPE Committee's final report.
- We laid down the HOPE Committee.

We received and accepted reports from the BYM's presiding clerk, treasurer, and staff, and from committees whose annual reports are given at Interim Meetings.

We received information about the Stewardship and Finance Committee's proposal to change the apportionment formula for our Yearly Meeting. A first reading was given and it was forwarded to Annual Session for consideration.

Friends met in prayerful discernment for the three Interim Meetings, each lasting 4.5 hours or more. Though meetings were long, we faithfully fulfilled our task of furthering the work of the Yearly Meeting in good order.

Respectfully submitted,  
Marcy Baker Seitel (Adelphi), BYM Clerk of Interim Meeting

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**ATTACHMENT Y2017-19****ADVICE AND GUIDANCE FOR FAITH AND PRACTICE COMMITTEE****Ad hoc Faith and Practice Process Clarification Committee****Advice and Guidance for Faith and Practice Committee****August 2017**

This advice and guidance for Faith and Practice Committee from the Ad hoc Faith and Practice Process Clarification Committee is based on the listening sessions, feedback received at Interim Meetings, comments submitted through [fandp@bym-rsf.org](mailto:fandp@bym-rsf.org) and directly to committee members, and our committee's own discernment.

**We heard broad agreement on these items:**

- Propose changes, additions, or deletions to Faith and Practice in sections and show how they differ from the approved 1988 *Faith and Practice* (although we heard broad agreement about this point, there was not complete unity within our committee)
- Consider the 2013 draft *Faith and Practice* as a resource, as noted in Minute 2013-56
- 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
- Reprint *Faith and Practice* only when there are significant changes; keep the on-line version current with all approved changes
- Establish points of contact with groups that may season and propose changes to *Faith and Practice* (see committee description) and communicate with them about how proposed changes should be submitted to the Faith and Practice Committee

**We did not hear agreement on these two items:**

- Requiring membership in BYM local meeting to serve on the Faith and Practice Committee
  - We heard that many Young Adult Friends (YAF) are connected to BYM through camping, BYM YAF activities, and other non-Meeting based ways and that limiting Faith and Practice Committee membership to only those with Meeting membership could mean we miss YAF voices.
  - We heard some people believe membership should be required. For example, one person said, "Either membership means something or it does not. Becoming a member is not an onerous burden. This speaks to both our faith and our practice."
- All proposed changes received by the Faith and Practice Committee being promptly made publicly available
  - At least one meeting made this request in the belief that this will facilitate discussion and discernment.
  - The previous Faith and Practice Revision Committee preferred to season suggestions within their committee first.
  - One person said they would like "all correspondence to and from the com-

mittee to be considered public correspondence among BYM members and therefore published or made available upon request to any BYM member.”

**Additional guidance based on suggestions and concerns we heard:**

- Consider the purpose(s) of and intended audience(s) for *Faith and Practice*. Recognize the variety of ways people use *Faith and Practice*. We heard that meetings use *Faith and Practice* for newcomers, as a reference, and for inspiration.
- Recognize that, although the 1988 document is BYM’s approved *Faith and Practice*, some individuals and Meetings use the 2013 draft *Faith and Practice* as their go-to reference document.
- Consider the extent to which *Faith and Practice* expresses a range, the norm, and/or aspirations. Each have a place, each should be identified as what they are (part of a range, the norm, or an aspiration).
- Consider the balance between discussions of faith and discussions of practice in *Faith and Practice* as well as interactions between faith and practice.
- Consider the variety of language concerning religious experience used throughout BYM.
- Engage in an ongoing dialog with all BYM groups about faith and practice and *Faith and Practice*. We heard that people appreciate being part of the conversation.
- Consider ease of use and document length. We heard that some people liked the extra content in the 2013 draft while others felt it was too long. We heard a suggestion that there be two documents, one for Faith and one for Practice.
- Use technology to update and disseminate *Faith and Practice*. Consider the use of hyperlinks within electronic versions. Develop methods to include people who do not use technology.
- Consider learning about the processes used by Yearly Meetings that have recently revised their *Faith and Practice*.

**Additional resources for the Faith and Practice Committee**

- *Manual of Procedure* committee description
- Minute 2013-56 (attached and page 136 of 2013 Yearbook)
- Faith and Practice Process Clarification Committee Minutes
- Faith and Practice Process Clarification Listening Session Notes
- Minutes from 2017 Annual Session discussion of these advices and guidances

Note that this document is a committee report rather than a proposal for approval and is not intended to be binding on the Faith and Practice Committee.

## **ATTACHMENT Y2017-19**

### **A BRIEF HISTORY OF THE AD HOC**

### **FAITH AND PRACTICE CLARIFICATION COMMITTEE**

**A Brief History of the Ad Hoc Faith and Practice Clarification Committee  
prepared by the Faith and Practice Process Clarification Committee for 2017 Annual  
Session**

- In 2002, a revision to the 1988 Faith and Practice regarding marriages was proposed (I2002-15). Three members were appointed to fill the Faith & Practice Revision Committee (F&PRC), which had been inactive. The F&PRC worked from 2003 until 2013, with varying membership.
  - ✓ Five members were added in 2005.
  - ✓ At the Committee's request, no new members were added to replace those who resigned.
  
- The F&PRC worked from 2002 to 2013, reporting draft text of varying completeness at Annual Sessions, sharing drafts with Meetings, and requesting feedback.
  - ✓ 2005: First set of advices and queries available at Annual Session
  - ✓ 2006: Six booklets with draft text for several sections of Faith and Practice available
  - ✓ 2007: Seven additional sections with queries, advices, and voices available
  - ✓ 2008: Complete draft of advices, queries and voices available
  - ✓ 2009: Draft revised Faith and Practice published in book form; Friends urged to work with the queries and advices throughout the year and send comments and suggestions to the F&PRC; the Committee noted additional sections would be added in the coming years.
  - ✓ 2010: New draft version included table of contents indicating remaining sections to be written; final review and approval planned for Annual Session 2013.
  - ✓ 2011: Updated draft version included additional sections; Meetings urged to provide feedback.
  - ✓ 2012: Complete revised Faith and Practice presented for a first reading; F&PRC members visited Meetings to discuss the draft and solicit feedback.
  - ✓ 2013: Revised draft incorporated feedback from Meetings; "red-line" copy showing changes from 2012 First Reading available at Annual Session; F&PRC requested to be laid down regardless of the outcome of the discernment about the document.
  
- At Annual Session 2013, the body was not in unity to adopt the 2013 draft, citing concerns about both substance and process.
  - ✓ We minuted our appreciation to the committee members and our intention to use the 2013 draft as a resource for future discernment (Y2013-56 and 57).
  - ✓ Nominating Committee was asked to bring forward new names for the F&PRC so work could proceed.
  - ✓ Four names were brought forward and approved at Third Month 2014 Interim

Meeting, reconstituting the F&PRC (I2014-06).

- The newly appointed F&PRC began working on revisions to Faith and Practice, requesting input from Meetings on specific sections. As work proceeded, they and others had questions and concerns about process. One was whether the F&PRC was starting its work from the 1988 approved version or the 2013 draft revision. Another was whether and how to share the responses Meetings sent to the Committee with others. As discussions continued, Friends realized that the Manual of Procedure actually had two entries relating to the Faith and Practice: the section describing the Committee (p. 14 of MoP in the 2016 Yearbook) and the section describing changes to the Faith and Practice (p. 29), with slight differences between the two.
  - ✓ One member resigned in 2015; the F&PRC felt they did not need a replacement at that time.
  - ✓ Another member resigned in 2016; Nominating Committee began looking for a replacement
  
- At Annual Session 2016:
  - ✓ Nominating Committee reported that, in the process of identifying new nominees for the F&PRC, it realized that the F&PRC's charge was unclear, making it difficult to recruit new members. As a result, Nominating Committee did not bring forward nominees.
  - ✓ A third member of the committee resigned; the fourth member noted that we do not have committees of one, so the F&PRC will not move forward with its work.
  - ✓ Several interest groups were held to hear about the experiences with the Faith and Practice revision process to date with concerns, ideas and suggestions shared.
  
- At Tenth Month 2016 Interim Meeting, the Presiding Clerk and Clerk of Interim Meeting proposed the establishment of an ad hoc Faith and Practice Process Clarification Committee.
  - ✓ The charge to this Committee was to bring forward a proposal for a first reading at Third Month 2017 Interim Meeting to 1) offer changes to the Manual of Procedure entries relating to Faith and Practice and 2) provide more detailed guidance to the F&PRC on how to approach its work. A second reading of its proposal would come to Sixth Month 2017 Interim Meeting. If Interim Meeting reached unity on a way forward at that time, the ad hoc Committee would be laid down, and the Nominating Committee would be asked to bring names for the F&PRC to Annual Session.
  - ✓ Membership on the ad hoc Faith and Practice Process Clarification Committee was open to all who expressed interest. In addition, the Presiding and Interim Meeting clerks recruited additional members to expand the age and regional diversity on the committee. The committee was formed during late fall 2016 and held its first meeting in January 2017.
  - ✓ The committee reported at Third Month 2107 Interim Meeting, Sixth Month 2017 Interim Meeting, and will report at Annual Session 2017. Since the com-

mittee feels that enough clarity has been reached for a new Faith and Practice Committee to be appointed and start work, this ad hoc committee asks to be laid down.

## **ATTACHMENT Y2017-22**

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

#### **General Secretary's Report to BYM Annual Session 8/2/17**

I have just passed my first anniversary of service as General Secretary. It has been a great pleasure to get to know many of you, to visit and worship at many of our local Meetings, to share the experiences of Friends from across our Yearly Meeting, and to work with you toward our common vision.

This past year also has been quite an education about our contemporary Quaker "experiment with Truth." As you might have guessed, I have learned about many of the challenges facing our local Meetings and BYM. Yet difficult and intractable as some of these may seem, I am nonetheless thankful to have this set of challenges at this time in my life work. They provide opportunities for us to learn and grow together in our faith and practice in the Spirit. I am confident that, proceeding in the Light, together we will do what needs to be done.

Climbing the learning curve in this first year has been made much easier by the guidance, insight, and support of many wise and seasoned Friends along the way. Thank you.

I would like especially to thank Mary Campbell who has served as Clerk of Supervisory Committee for this past year and with whom I have met weekly. She has been of great assistance, and I shall miss her when she ends her service on the committee. Thank you.

I have been asked to address the question: What lessons have we learned from the Catoctin bathhouse experience?

As you might guess, this project occupied much of my attention this past year. As such, I am pleased to be able to report that the project was completed on time and well within the revised budget (\$771,245 actual vs budget of \$827,367). The building looks great and works well, and campers and staff have been making good use of it since the end of June.

Many thanks to the donors, Friendly lenders, committees, volunteers, contractors, and skilled workers who helped make this happen. And, special thanks go to David Hunter, our Camp Property Manager, for managing the construction, and to Ann Venable, our Development Director, for organizing the effort to raise the funds to pay for it. Thanks also go to our General Contractor, A.R. Marani, Inc. It was no small feat to start a construction project on top of a mountain at the beginning of winter and complete it in time for camp in June.

Moving ahead, we will continue to need contributions both to repay the \$340,000 in Friend-

ly loans that members extended to BYM to finance the project (at zero or low-interest), and to continue to replace cabins and other ageing facilities and infrastructure at our camps.

The Catoctin bathhouse is not the last major construction project we will need to undertake if we are to continue to manage our camps responsibly. For example, the bathhouses at Opequon need to be replaced or alternative solutions found. So, what have we learned from the Catoctin bathhouse experience that we can apply to future camp capital projects of similar scale and complexity?

No one expected the Catoctin bathhouse project to cost so much. Many expressed concerns about how decisions were made after we learned that the cost would be much higher. Others questioned the role of the camping program within the Yearly Meeting and its dominant presence relative to other programs in BYM affairs – made larger by this significant investment.

I would like to offer four recommendations for your consideration.

- 1) We need better cost estimates.

Clearly, the original estimate was too low. Our architect and consultants made their best educated guesses based on the average costs of material and labor components, but the estimate fell way short. We need to do much better in the future.

But first a caution: as anyone who has been involved in a construction project will tell you, the art and craft of developing estimates is far from perfect. Often initial estimates fall far short of the actual final cost. It can be very time-consuming and costly to develop a rigorous estimate for a complex construction project like the Catoctin bathhouse. For example, the location of the project, the timing of the construction, unique factors on the construction site, and factors in the local construction market can all increase costs above average. In our case, we were building in a remote location on the top of a mountain, excavating on a rocky mountain slope, laying concrete in winter, and carrying out our project at a time when the local construction market was booming and skilled construction labor was in short supply. Clearly, these were among the factors that helped drive up the price, and in the future, we will estimate for these factors, as well.

In addition, we should have developed a more comprehensive estimate for this project, including more of the associated costs. Such an estimate would have included all of the costs of project development and architectural design, tree removal, legal and insurance, staffing and project management, and contingencies (10 - 20% of the total). Adding these costs to the original estimate (\$297,000) would have brought the estimate to well over \$400,000.

Why weren't these additional costs included in the original estimate? I believe it was because managing a project of this larger scale and increased complexity was new to us, and because including such costs was not the standard practice we had been using for the many, more routine, smaller scale, less complex construction projects with which we were more familiar (e.g. replacing cabins). Moving forward, with larger scale projects, we need to ex-

amine project costs more comprehensively and critically. We need to ask better questions.

In the end, a more accurate way to determine the cost of a project is through a competitive bidding process, involving qualified, reputable, professional contractors. We did this, and all three independent bids were much higher than we expected. The bids were within a relatively narrow range of six percent of each other. With this new, more reliable information, we knew we needed to reconsider our expectations and plans.

- 2) The project development calendar should coincide with the BYM budget and decision-making calendar.

The much higher-than-anticipated construction bids arrived just a few weeks after our 2017 capital budget was approved at Annual Session and just prior to the much-anticipated “Day of Destruction” to take down the old bathhouses at Catoctin. This was the worst possible timing for us.

Most construction projects at our camps need to be started and completed within the nine months between the time camping season ends and the time the next begins. For a big project, construction needs to start the day after camp closes. Therefore, to avoid construction delays such as we experienced at Catoctin, in future, we should solicit bids at the beginning of the calendar year. Then we will have better information in hand about the true project costs before Interim Meetings in 3rd and 6th Months. This will allow us the time needed to share information broadly and address any issues as needed in good order, well in advance of the date that construction must commence.

- 3) We need to be clear about who is authorized to make executive decisions in between Interim Meetings and Annual Session when needed.

When the higher-than-expected construction bids came in at the end of 8th Month, 2016, we quickly convened conference calls involving BYM officers (Presiding Clerk, Interim Clerk, Treasurer, and Assistant Treasurer), the clerks of the relevant committees (Trustees, Stewardship and Finance, Development, Camping Program, Camp Property Management, and Supervisory), and relevant staff. This ad hoc committee helped to discern the way forward. Based on these conference calls and extensive further consultations, the General Secretary and staff proceeded with project planning, development, and permitting. We prepared and sent information to the full BYM listserv in Ninth and Tenth Months to help keep the membership informed. Ultimately, we decided to delay the start of construction pending further discernment and decision by 10th Month Interim Meeting.

Overall, this ad hoc, extemporaneous process was broadly inclusive, and worked pretty well. However, it would have been better if the process had been more transparent and apparent to all. It also resulted in a two-month delay in the start of construction.

Urgent situations such as this, requiring discernment and executive decisions between Interim Meetings, will inevitably occur again. It may concern a construction project, or it may involve a completely different type of issue. The *Manual of Procedure* authorizes the

Supervisory Committee to carry out “such duties as the Interim Meeting specifically assigns to it, and, between meetings of Interim Meeting, may act upon urgent matters not involving policy nor of such importance as to justify a special session of the Interim Meeting. All such actions are to be reported to the Interim Meeting at its next session.” In the future, this is where the discussion will begin. Presumably, Supervisory Committee’s discernment of any given issue will include all relevant committee clerks and staff as needed.

- 4) We need to unite in a common vision of the role and future of the camping program within BYM.

The Catoctin bathhouse discernment process raised important questions about the role and importance of the camps within BYM. These underlying questions remain unsettled. As we move forward, it is critically important that we unite in a common vision for the future of our camping program.

However, I think this discernment process must start at a different level. We must first consider: What do we seek to become together as a Yearly Meeting? What are our priorities as a Yearly Meeting? What do we seek to achieve together, in the Spirit, in the next ten years? By what means will we advance these priorities?

Once this is clear, then we can ask: What role can/should the camping program play in advancing these priorities? What are our priorities for the camping program? What do we seek to achieve in the camping program in the next ten years to help advance BYM’s overall mission and priorities?

Uniting in answers to queries such as these should make our future decisions about major camp capital expenditures a little easier. For example, if we unite in the leading that the camping program can and should play a critical roles in the future of BYM, then decisions about major capital projects should easily fall into place with our collective vision.

## **ATTACHMENT Y2017-29**

### **CAMPING PROGRAM REPORT**

#### **Camping Program Seeks Discernment**

##### Introduction

The camping program of Baltimore Yearly Meeting is run by two committees. The Camping Program Committee (CPC), sets policy and makes major program decisions, selects and works with the Camping Program Manager and Camp Directors, promotes and supports the program in many ways, and maintains contact with camp alumni. The Camp Property Management Committee (CPMC) is responsible for managing the physical properties which BYM owns or leases for our camping programs, selects the Camp Property Manager and Caretakers, and establishes long and short range plans for maintaining our properties. (BYM owns Catoctin Quaker Camp and Shiloh Quaker Camp. We lease Opequon Quaker Camp from the Pidgeon family and the Teen Adventure base camp from the Common Ground Community.) Together, these two committees also run six Family Camp

Weekends a year – two at each of our residential camps. The two committees meet jointly every winter, and as needed.

In early 2017 we had our annual joint meeting. Like the rest of BYM, we were concerned about the unexpectedly high cost of the new bathhouse at Catoctin, but supported the decision to proceed with construction, and the effort to save costs in reasonable ways. We also agreed to do what we can to support the additional fundraising efforts needed.

At the same time, we also looked at our plans for all of the camp properties, which is our normal task at this meeting. In recent years we have been working to address delayed maintenance issues at all of our locations, and to resolve urgent issues as they arise (trees falling on bathhouses and cabins, floors rotting in kitchens, etc.). Now that the bathhouses at Catoctin are being replaced, the next major issue for us to face is tackling improvements needed at Opequon Quaker Camp. The bathhouses there are as bad as those which were replaced at Catoctin. You can understand our reluctance to put that kind of investment into the Opequon property, which we lease. (For family reasons, the owners will not consider selling the property to BYM.)

**After much deliberation (see details below), the joint camp committees decided we should explore options for purchasing a different site for Opequon Quaker Camp. We now seek wisdom from the broader BYM community to determine if Friends unite with this idea. It will take yet another major capital outlay, and we do not want to move forward without general support for this move.**

In order to discern our next steps, we are asking Friends throughout Baltimore Yearly Meeting to consider the factors and share your thoughts with us. We would like input from individuals, Monthly Meetings, and those who attend BYM Annual Sessions. Ways to meet and communicate with us are listed at the end of this document.

#### A Brief Overview of the BYM Camping Program History

Summer camp programs have been available to the BYM community since 1922, when campers attended Camp Keewadin, near Annapolis, MD. (For more history and pictures, see our website: [www.bymcamps.org](http://www.bymcamps.org).)

Catoctin Quaker Camp was purchased in 1957 through the investment of several member Monthly Meetings. In 1994, ownership was transferred to BYM. Summer camp for children began there in 1958.

By the mid-1970s Camp Catoctin had more campers than it could accommodate, so a second camp was started in 1978. This camp was variously called Glaydin, Opequon, and, finally, after the purchase of the property in Virginia in 1992, Shiloh Quaker Camp. The purchase of this property came about as a result of the 1990 Long Range Task Force for the Camping Programs. (See below)

It was in 1979 that the first pre-cursor to Teen Adventure Camp took place.

In 1990, Baltimore Yearly Meeting created a Long Range Task Force for the Camping Programs to examine our programs and make recommendations for the future. That report, completed over 25 years ago, is still relevant today. *“The essence of the camping experience in the BYM camping program has been wilderness camping and hiking as a means of community building and development of personal strength and skills. The goals of the program are to help young people build community, individual self-confidence, and growth in the life of the Spirit.”* The report goes on to say, “our assessment of the experience of campers and staff indicates the goals of the program are in large part being realized. We feel that maintaining a camping program with these objectives is an important part of the work of Baltimore Yearly Meeting and should be strengthened.”

Later in the report, the Task Force reported that “there exists a feeling...that some BYM members would like an additional camping opportunity of a different character...there is...some interest in a less Spartan program that might include art, crafts, music and practical skills, along with some hiking and climbing.” Thus the impetus in 2000 to create what is the current program of Opequon Quaker Camp.

The recommendations of the 1990 Task Force are instructive today, because, at the time they were written, the camping program was using the Opequon site on the Pidgeon Farm. That camp was located in a different place on the property than our current site, however, many of the issues are the same as when the Task Force made its recommendation to acquire a replacement site.

The Task Force report goes on to say:

“The desirable characteristics for a camp program site include:

- Adequate acreage to provide insulation from the public and urban activities
- Natural amenities that contribute to program aims and make for a pleasant facility. At a minimum, these include:
  - A stream or lake
  - Nearby or adjacent public park lands providing access to hiking routes
  - Varied terrain and vegetation on the site
- Location away from the path of urban development, yet still accessible to the membership for summer and out-of-season use”

The report further notes that Opequon is leased land and that we need to consider our capital expenditures there carefully, with that understanding. We have since learned that there is no willingness on the part of the family to sell this site.

So, the discussion of moving Opequon Quaker Camp from the Pidgeon property has been an issue for discussion since we first began using the property.

To provide feedback about the future location of Opequon Quaker Camp:

- Meet with us at BYM Annual Sessions Wednesday or Friday 6:15-7:15 PM
- Email your thoughts to: [cpdiscernment@bym-rsf.org](mailto:cpdiscernment@bym-rsf.org)
- Write us a letter: CPC Discernment, Baltimore Yearly Meeting, 17100 Quaker Lane, Sandy Spring, MD 20860

- Contact Jane Megginson, Camp Program Manager, David Hunter, Camp Property Manager  
Or Harry Scott, Sub-committee clerk

**Responses before our September committee meeting will be included in our deliberations at that time. We plan to report at the October Interim Meeting.**

Opequon Quaker Camp Challenges and Assets  
2710 Brucetown Road, Clear Brook, VA 22624

Challenges:

- Leased property with no opportunity to purchase
- Bathhouses are old, cramped and a consistent negative on parent evaluations
- The swimming pool is at the end of its useful life and would have to be replaced by a commercial pool. The creek has water quality issues
- Small size of acreage available for our use
- Access to hiking, canoeing and rock climbing by bus trip only
- One more camper cabin needs replacement
- Staff cabins are nearing the end of their useful life
- Steep hill access into camp prevents bus access and makes parking and arrival/departure days challenging
- CPMC estimates the need for \$120,000 in improvements in the next 2 years
- Any improvements we make become the property of the owner when we move

Assets:

- Close proximity to a BYM Friends Meeting (Hopewell/Centre)
- Good proximity to the center of BYM
- Leased property on historic Quaker family farm with a long connection to BYM
- Lease payments are very reasonable and 11 years remain on the lease
- Infrastructure we have already put into place (cabins, office and storage building), dining pavilion, and kitchen and staff room.
- 16 year history of the current camping program at this location

## **ATTACHMENT Y2017-35**

### **FRIENDS PEACE TEAMS REPORT**

**Bob Rhudy, BYM Appointee to Friends Peace Teams Council**  
**Summary of Oral Report at Annual Session**  
**August 3, 2017**

Bob Rhudy, BYM appointee (Aug 2016) to Friends Peace Teams Council (i.e., governing board) presented his report about Friends Peace Teams (FPT). He has submitted and distributed his written 2017 Report on Friends Peace Teams, which has been received and will be published in the BYM 2017 Annual Report.

Bob indicated that he has participated in monthly FPT Council teleconference meetings since January 2017, and that he is still orienting himself on the national and international operations of this Quaker organization to promote peace and conflict resolution in numerous countries in conflict around the world.

He described the 1995 creation of FPT as a not-for-profit organization by members of Yearly Meetings around the United States.

He described the governance and coordination of FPT by the FPT Council—the governing board—though its monthly teleconference meetings and annual “Face to Face” meeting of council meetings and interesting persons, and that the Council is composed of Friends appointed by Yearly Meetings in the U.S. (and since 2014 a member appointed by Australia Yearly Meeting) and members appointed at large. He reported that the annual “Face to Face” Council meeting is followed by an annual one-day PeaceQuest with presentations and workshops; and that the next Face to Face and PeaceQuest will be held in May 2018 at Nashville Friends Meeting. All interested persons are invited to attend.

He stated that FPT has a 2-person part-time staff working from its national St. Louis, MO office, and briefly described the volunteer activities of Quaker meetings and members to participate in and support FPT activities in the U.S. and through its three international initiatives, including:

African Great Lakes Initiative—in Central Africa; Peacebuilding en las Americas—in parts of Central and South America; and the Asia West Pacific Initiative.

Bob briefly presented examples of FPT’s work of the initiatives to promote peace and conflict resolution in their programs, chiefly by volunteers from the U.S. working with other international and local organizations, as well as volunteer opportunities for U.S. Monthly Meetings and members in this country.

He indicated that the initiatives have been rather autonomously governed, but that the PFM Council—in response to recent problems particularly with the African Great Lakes Initiative—has been developing and implementing governance changes to exercise greater central oversight and control of all PFM activities.

He reported that the funding for PFM (approximately; \$350,000 in FY 2016) is almost entirely derived from contributions from Friends meetings and members; and that nearly 90% of its annual budget is allocated to the three international initiatives.

Bob encouraged BYM Meetings and Friends within BYM to become more informed about FPT, to go to its website, to visit the FPT table at BYM, and to talk with persons from BYM who have been involved with FPT. He indicated that he and others were available to make presentations at interested meetings on FPT’s work and volunteer opportunities. He also encouraged us to support FPT’s work through your donations and volunteer services.

Bob presented a proposed amending the BYM Manual of Procedure to authorize the BYM Nominations Committee to nominate persons to serve as the representative and alternative representative to the Friends Peace Team Council for appointment by BYM. The Manual of Procedure does not currently provide such authorization.

## **ATTACHMENT Y2017-46**

### **APPORTIONMENT FORMULA CHANGE**

#### **Proposal for Changes to Apportionment Formula**

As the Stewardship and Finance Committee began work in early 2016 on the apportionment for 2017, it noted that the number of concerns expressed about the formula was increasing, and that for the first time Monthly Meetings were informing Stewardship and Finance that they either could not or would not pay the calculated apportionment. This caused us concern, as the apportionment contribution is the way in which Monthly Meetings support the work of Baltimore Yearly Meeting in responding to the needs of its constituent meetings and to the seemingly endless needs for Spirit-led intervention in the wider world. If our constituent Meetings lose the sense that what they are being asked to contribute is both reasonable and worthwhile, then our voluntary system will eventually break down.

An Apportionment Subcommittee was established to review the formula and evaluate the complaints. One of the first issues identified was that the apportionment as a percentage of a Monthly Meeting's income (contributions and unrestricted investment income) varied widely. The causes were identified as the 25% cap on annual increases and decreases in the apportionment, and the weighting given to the number of households contributing more than \$100.

The cap was intended to smooth increases and decreases over a period of time, but its effect is to require less from Meetings which have had an increase in income and which could therefore afford to pay more towards the apportionment, and to require far more on a percentage basis for Meetings which have had a major drop in income, often causing real hardship. The Committee was informed that the consideration of the number of donors giving more than \$100 was intended to shift a slightly higher amount of apportionment to larger and better off Meetings. However, in too many cases it has reduced the apportionment for well off Meetings and increased it for small and relatively less affluent Meetings.

These results, combined with a widespread perception that the formula is so complicated that it cannot be understood or its results predicted, led the Subcommittee to decide as it began its work that the goal was a relatively simple formula which could be easily understood, which treated all Meetings similarly, and which maintained the ability to pay philosophy which was the intent of the current formula.

Because affordability was behind a number of the complaints, the Subcommittee surveyed all Meetings regarding their expenses for space (rent and mortgages); income from rental of their space; resources, expenses, and challenges for Meetings maintaining multiple meeting houses and/or burial grounds; and investments and contingency funds.

The Subcommittee learned that very few Meetings rent their space, and most of those which own property do not have a mortgage. However, seven do, and nine more have renovations or expansions underway or in the planning stage and some of these will probably involve debt. Most of the Meetings with mortgages are managing the payments without undue stress, so the Subcommittee concluded that the formula should not be changed to deal with the problems of a few.

Of the 40 Monthly Meetings, only 17 have rental income, and for 13 of those the income is under \$5,000 annually. Only one Meeting was able to provide accurate numbers regarding the cost associated with rental income. However, since the apportionment formula is intended to be based on ability to pay, and rental income improves Meetings' financial condition, the Subcommittee concluded that we should move into this area gradually, beginning by modifying the apportionment information form to ask for "best estimate" of Meetings' rental income net of expenses and by asking them to indicate what portion of that (if any) they would be willing to voluntarily make subject to apportionment. The decision to move forward with a formula change involving expected inclusion of net rental income would be made at a later date.

The results regarding Meetings with multiple meeting houses (there were seven) and/or burial grounds (also seven) were surprising in regard to how few of the problems Meetings are experiencing are financial. Most Meetings which have multiple properties also have restricted funds which pay for upkeep, and the stresses come instead from small and aging memberships which find it difficult to perform the necessary labor themselves. As a result, the Subcommittee decided not to recommend a change in the formula around this issue.

Two thirds of BYM Monthly Meetings have investments, and of those, 19 have restricted funds. This issue was included both to understand the degree to which investments are an important part of Meetings' financial security, and to confirm or refute the perception that there is wide variability in how different Meetings interpret the definitions of designated and restricted funds, as well as variation within Meetings over time as there are transitions involving treasurers. The impression of variability was confirmed, and the conclusion was to try a different approach to defining what contributions and funds are properly defined as restricted and therefore not subject to apportionment. The intent is clarification of the current definitions, not changes to them.

The end product of our work is a recommendation that we keep the essence of the formula, which is ability to pay, and delete the two adjustments which have led to our asking for very different percentages of meetings' incomes. We feel that this will result in a system which is more transparent, more understandable, more fair, and more widely recognized as fair.

The mathematics are much simpler. Each year we determine what we need from apportionment to balance the BYM budget. We calculate for each monthly meeting its unrestricted income (contributions and investments) and the total for all meetings in BYM. We divide the meeting income by the yearly meeting income, and then multiply that by the total apportionment to calculate each meeting's share of the total. If this were presented as a

formula, it would look like this:

$$\frac{\text{Monthly Meeting A's Income}}{\text{Income of all Monthly Meetings}} \times \text{Total Apportionment} = \text{Meeting A's Apportionment}$$

This formula results in all Meetings being asked for the same percentage of their income towards the support of the Yearly Meeting. That percentage will vary year to year, as the total apportionment number and the total income of all Monthly Meetings changes over time.

The Stewardship and Finance Committee recognizes that there may be individual situations that require special considerations. Examples include, but are not limited to, unexpected hardships or special short term contributions for capital improvements. Meetings are encouraged to reach out to the Stewardship and Finance Committee as soon as possible so that special situations can be discussed, alternatives developed, and adjustments arranged in the overall BYM apportionment plan.

### Recommended Apportionments for 2018

| Meeting               | Apportionment<br>Current<br>Formula | Current<br>Formula<br>percent of<br>Income | Apportionment<br>Proposed<br>Formula | Proposed<br>Formula<br>percent of<br>Income |
|-----------------------|-------------------------------------|--------------------------------------------|--------------------------------------|---------------------------------------------|
| Adelphi & Takoma Park | \$30,530                            | 22.3%                                      | \$34,066                             | 24.9%                                       |
| Alexandria            | \$12,670                            | 30.9%                                      | \$10,207                             | 24.9%                                       |
| Annapolis             | \$14,470                            | 25.5%                                      | \$14,124                             | 24.9%                                       |
| Baltimore Homewood    | \$21,960                            | 28.2%                                      | \$19,357                             | 24.9%                                       |
| Baltimore Stony Run   | \$67,410                            | 24.1%                                      | \$69,497                             | 24.9%                                       |
| Bethesda              | \$28,310                            | 26.1%                                      | \$27,025                             | 24.9%                                       |
| Blacksburg            | \$4,780***                          | 27.2%                                      | \$4,369***                           | 24.9%                                       |
| Carlisle              | \$5,130                             | 21.4%                                      | \$5,953                              | 24.9%                                       |
| Charlottesville       | \$13,260                            | 24.4%                                      | \$13,518                             | 24.9%                                       |
| Deer Creek            | \$6,370                             | 27.9%                                      | \$5,670                              | 24.9%                                       |
| Dunnings Creek        | \$2,270                             | 20.6%                                      | \$2,746                              | 24.9%                                       |
| Floyd                 | \$1,360                             | 31.3%                                      | \$1,082                              | 24.9%                                       |
| Frederick             | \$8,620                             | 25.3%                                      | \$8,472                              | 24.9%                                       |
| Gettysburg            | \$880                               | 33.3%                                      | \$658                                | 24.9%                                       |
| Goose Creek           | \$17,980                            | 29.6%                                      | \$15,092                             | 24.9%                                       |
| Gunpowder             | \$15,740                            | 26.3%                                      | \$14,866                             | 24.9%                                       |
| Herndon & Fauquier    | \$11,450                            | 24.2%                                      | \$11,755                             | 24.9%                                       |
| Hopewell Centre       | \$6,670                             | 22.9%                                      | \$7,243                              | 24.9%                                       |
| Langley Hill          | \$27,030                            | 19.3%                                      | \$34,772                             | 24.9%                                       |

|                         |            |        |            |       |
|-------------------------|------------|--------|------------|-------|
| Little Britain          | \$599**    | 33.3%  | \$448      | 24.9% |
| Little Falls            | \$5,730    | 26.2%  | \$5,450    | 24.9% |
| Mattaponi               | \$733**    | 33.3%  | \$547      | 24.9% |
| Maury River             | \$4,460    | 28.0%  | \$3,959    | 24.9% |
| Menallen & Newberry     | \$2,930    | 29.0%  | \$2,511    | 24.9% |
| Midlothian              | \$4,340*** | 41.5%* | \$2,600*** | 24.9% |
| Monongalia & Buckhannon | \$1,510    | 20.5%  | \$1,836    | 24.9% |
| Nottingham & Brick      | \$2,860    | 26.5%  | \$2,684    | 24.9% |
| Patapsco                | \$4,070    | 29.7%  | \$3,413    | 24.9% |
| Patuxent                | \$4,650    | 24.0%  | \$4,818    | 24.9% |
| Pipe Creek              | \$1,896**  | 33.3%  | \$1,416    | 24.9% |
| Richmond                | \$17,250   | 25.9%  | \$16,580   | 24.9% |
| Roanoke & Lynchburg     | \$6,760    | 25.3%  | \$6,656    | 24.9% |
| Sandy Spring            | \$48,650   | 23.5%  | \$51,562   | 24.9% |
| Shepherdstown           | \$3,380    | 26.9%  | \$3,125    | 24.9% |
| State College           | \$5,350    | 26.1%  | \$5,109    | 24.9% |
| Valley & Augusta        | \$3,760    | 25.1%  | \$3,724    | 24.9% |
| Warrington              | \$2,132**  | 33.3%  | \$1,592    | 24.9% |
| Washington              | \$67,900   | 25.6%  | \$65,877   | 24.9% |
| West Branch             | \$1,000    | 4.9%   | \$5,123    | 24.9% |
| Williamsburg & Norfolk  | \$2,540*** | 48.5%* | \$1,302*** | 24.9% |
| York                    | \$5,610**  | 33.3%  | \$4,191    | 24.9% |
| Overall                 | \$495,000  | 24.9%  | \$495,000  | 24.9% |

\* These percentages are for apportionment as a percentage of **adjusted** income; adjusted apportionment is less than 33.3% of total income.

\*\* Apportionment for these Meetings has been adjusted to reduce requested amount to 33.3% of income subject to apportionment. Percentages otherwise would have ranged between 35.6% and 44.4%.

\*\*\* Apportionment reduced to financial circumstances of the Monthly Meeting

## **ATTACHMENT Y2017-48**

### **STEWARDSHIP AND FINANCE COMMITTEE 2018 BUDGET REPORT**

#### **STEWARDSHIP AND FINANCE COMMITTEE**

#### **PRESENTATION AT ANNUAL SESSION**

**AUGUST 3, 2017**

It is normal and customary for the Stewardship and Finance Committee to present the Operating Budget for 2018 and the Capital Budget for 2018 at Annual Session. However, this year will be different. The Committee will not be bringing forward either an Operating Budget or a Capital Budget for your consideration at this time. Instead, both the 2018 Operating Budget and the 2018 Capital Budget will be presented at Tenth Month Interim Meeting.

While the audit reports by BBD, BYM's independent accounting firm, showed that BYM's overall financial condition has improved in 2015 and 2016, the Committee noted an area of concern in BYM's operating performance in both 2015 and 2016. Operating performance is the difference between operating revenues and support (such as summer camp revenue, apportionment, unrestricted contributions, annual session fees, etc.) and operating expenses incurred by the Yearly Meeting.

BYM's audited financial statements for 2015 and 2016 show that total revenues exceeded total expenses by \$216,453 in 2015 and \$194,923 in 2016, principally due to increases in restricted contributions for the Catoctin Bathhouse, grant income from the Shoemaker Grant, and investment income. BYM also sustained operating losses of \$26,950 in 2015 and \$40,664 in 2016; the operating loss for each year is included in and accounted for in the consolidated income amounts of \$216,453 in 2015 and \$194,923 in 2016. Also, please know that the focus of the Stewardship and Finance Committee is the operating performance of BYM as well as ensuring that the acquisition and financing of BYM's property and equipment is appropriate. Trustees are responsible for the management of BYM's cash as well as the management of BYM's investment funds.

The Stewardship and Finance Committee has reviewed a revised operating budget for 2017 as well as a projected operating budget for 2018. At this point, based upon what we know, we anticipate that there will be an operating loss in 2017. The projected operating budget for 2018 in its draft form also includes an operating loss. The Committee concluded that our process needed more seasoning and that it required a thoughtful, deliberate, and continuous discernment. The extension of time will enable the Committee to have a better understanding of BYM's operating performance in 2017 and a more complete perspective of projected revenues and expenses for 2018.

Of course, the Committee will keep the membership apprised of our work on these matters. Furthermore, Committee members are available to the membership during Annual Session and on an ongoing basis to discuss any issue or concern.

## **ATTACHMENT Y2017-53**

### **JUNIOR YEARLY MEETING REPORT**

August 4, 2017

Over the last couple years budgetary issues have sometimes felt like a crisis in JYM. Eventually they yielded rich fruit. We have identified what is essential for our program, and looked at what might be improved. We now have a mission statement, job descriptions for key positions and a more intentional approach to the increasing independence of our Junior Young Friends. Importantly, the Program Committee decided that all children in JYM-infants through rising 8th graders- attend Annual Session for free. We are very grateful for this decision and hope that over the next couple years we will see a rise in children and families coming to Annual Session.

This year we have had 30 children ages 1 through 13yo. While this number is about the same as last year's number, we have noted some important changes. For the last two years we have not needed a full time nursery or K/1 class. This year, both are needed. We have increased the number of families attending for the first time. Our hope is that as the word spreads that BYM is free for kids, our numbers will grow.

The children who have gathered with us this year are exploring the theme "Courage to be Fair" through stories, games, activities and the ever important "teachable moments." The children's interactions with non JYM members of our faith community during the 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.

On Sunday morning, the kids will tell you more about their experience in the epistles from the elementary grades and from the JYF.

JYM could not happen without the support of many adults, YAFs and YFs. Thanks to all of our workers. 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!

Respectfully submitted,

Ellen Arginteanu and Carol Seddon, Co Clerks, JYM

Thank you to Junior Yearly Meeting Staff!

|                       |                      |                  |
|-----------------------|----------------------|------------------|
| Ellen Arginteanu      | Karen Daniel         | Peg Hansen       |
| Alex Bean             | Jennifer DeLorge     | Samantha Magrath |
| Tim Bedford           | Ruth Fitz            | Katie McHale     |
| Charlotte Boynton     | Joanna Fitzick       | Amrit Moore      |
| Oona Coleson          | Kathy Funkhouser     | Savraj Moore     |
| Maggie Cooler - Stith | Becca Gardener Rhudy | Michael Newheart |
| Karen Cunyngnam       | Eric Hansen          | Genevieve Oei    |
| Kat Darnel            | Mike Hansen          | Dylan Phillips   |

Meg Regal  
Marilyn Rothstein

Isabel Scheror  
Carol Seddon

Donna Williams  
Starling Wolfrum

## **ATTACHMENT Y2017-53**

### **UNITY WITH NATURE REPORT**

#### **Unity with Nature Request of Yearly Meeting**

**“The Lord God took the man and put him in the Garden of Eden to work it and take care of it.” (Genesis 2:15)**

#### **Background**

Unity with Nature Committee’s mission is “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.” This mission led us in 2015 to introduce to BYM a Shared Quaker Statement on Climate Change that was approved and signed by a united BYM, local Monthly Meetings, and embraced by Quakers around the world.

The Shared Quaker Statement acknowledges that human activities are exacerbating changes in the earth’s climate, and it calls us “to work for the peaceable Kingdom of God on the whole Earth, in right sharing with all peoples.” It calls Quakers to live justly and to recognize our “moral duty to cherish Creation for future generations.”

In keeping with the Quaker Climate Change statement, during 2016, Unity with Nature asked, and BYM embraced the request to have Friends consider their individual carbon footprints as well as that of their Meetings.

This year Unity With Nature is again making a request of BYM .

We are living in a perilous, pivotal time that is also full of easy, thoughtful opportunities to embrace practices that will lead us to sustainable living.

A simple, gratifying behavioral change is for Friends to refrain from the use of the single-use plastic check-out bag. This step could serve as a rallying example for further action toward the reduction of plastic wastefulness.

These bags are pervasive. One source estimates that 100 billion of them are used annually in the U.S.<sup>1</sup>.

Their use:

- Harms the environment by accumulating permanent, non- biodegradable plastic film waste that is detrimental to animals, plants, storm water systems, waste management infrastructure, and both fresh and salt-water ecosystems.
- Enables a “throw-away”, consumptive culture that is at the heart of our unsus-

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1 Earth Policy Institute

tainable way of living and is aesthetically unpleasant.

- Supports the continued extraction of fossil fuels from the Earth, since the bags are derived from petroleum.

A simple and vastly better alternative, as people in over 150 counties and municipalities across the U.S. have determined, is to curtail the use of these bags (also known as one-time single use check-out bags) and to replace them with non-plastic reusable bags.

### **Unity with Nature's 2017 request of Yearly Meeting**

This week, perhaps you have been enlightened and informed by the movies, video kiosk in the bookstore and the plastic bag monster! Let the tattoos and reusable bags we have distributed serve as useful reminders of how we as a group, young and old alike, can move forward together in becoming better stewards of God's Intended Garden.

The Unity with Nature Committee proposes that BYM embrace our request that individuals in BYM refrain from the use of single-use plastic check-out bags in all stores, not just grocery stores. Through our uniting in the promise of individual personal action, this demonstration of respect for nature may encourage others to join in this action, and in other actions that also strive to put us back into a harmonious relationship with nature.

*“Be patterns, be examples in all countries, places, islands, nations wherever you come....”*  
- George Fox

## **ATTACHMENT Y2017-61**

### **MEMORIAL MINUTES**

**Patricia Grady Loring**

A memorial service for Patricia Grady Loring (July 26, 1936, to August 21, 2016) was held at Friendship Friends Meeting in Greensboro NC, on September 25, 2016.

Patricia Grady Loring, 80, died at Golden Living Center-Starmount in Greensboro following several years of ill health. She was born Patricia Loring Grady in Rochester NY, the daughter of Stanley Grady and Bernice Dammart Grady and sister of Dale Grady. She grew up in Greensburg PA. After graduating from St. John's College in Annapolis MD, she married Robert Basine in 1959, and the couple settled in Hartford CT. They were the parents of Robert Jr. and Melissa, who survive. She was divorced in 1976 and changed her name to Patricia Grady Loring, switching her original middle and last names.

It was in Hartford that Pat became involved with Friends and joined the Hartford Meeting. She earned a Master's degree in anthropology from Hartford Seminary. Following her divorce, she lived for a time with her beloved uncle John Pike Grady in Eastport ME. He made it possible for her to study at Pendle Hill Center for Study and Contemplation near Philadelphia, and at the Shalem Institute for Spiritual Formation in Washington, DC. She lived for significant periods of time in Princeton NJ, where she was active in the Princeton Friends Meeting; and in Bethesda MD, where she was a member.

Pat was widely known among Friends as a retreat and workshop leader, writer, and spiritual director. For eight years, BFM supported her ministry, releasing her with financial and other assistance. Her work culminated in the publication of two volumes titled *Listening Spirituality*. Volume I (published in 1997) covered personal spiritual practices among Friends, and volume II (published in 1999) dealt with corporate spiritual practices among Friends. BFM aided her in the publication of her books. She was also the author of a Pendle Hill Pamphlet, "Spiritual Discernment: The Context and Goal of Clearness Committees." *Listening Spirituality* quickly became a classic among contemporary Quaker writings.

In 1998 Patricia moved to eastern Oregon hoping to improve her health in the dry climate. In 2008, seeking to find a home in a Friends community, she felt led to come to Greensboro and Friendship Meeting. Although her health declined soon after she moved here, she sought to be an active member in the meeting, attending as often as possible. Her vocal ministry was both inspired and instructive. As Pat declined in health, the meeting provided her with assistance in the management of her affairs, other practical help, and with companionship. She lived for the last three years of her life in Brookdale Northwest Greensboro, an assisted living home near enough to the meetinghouse that Friends could bring her to meeting quite conveniently. Following a crisis in March of this year, she was moved to the Golden Living Center. She soon became a favorite patient of the staff to whom she was kind and appreciative. Her son and daughter, who had not seen her for many years, were able to visit her on the occasion of her eightieth birthday, about three weeks before she died.

It feels right to let Pat speak of her vision of Quakerism with an excerpt from the introduction to Volume I of *Listening Spirituality*. "To some extent this book has turned out to express my vision of all things made new by the presence of God in our world—not a judging God, who descends with drama at the end of time, but the loving, encouraging, empowering, hidden God who is present with us, within us, among us, here and now—as well as radically beyond us, The God who, in each moment, offers to transform our personal lives, our communal life together and—through us—to continue unfolding the creative, reconciling work of the world." (p.5)

### **Careen Marie Rizzo Mayer**

Careen Mayer passed away on February 27, 2017 at her home in Annapolis of natural causes. She was born Careen Marie Rizzo on April 28, 1939, in Summit, New Jersey, to Henrique Luis Rizzo and Edythe Ayrault Rizzo. She grew up in New Jersey, Florida, and Brazil. She earned a Bachelor's degree in Psychology from the University of Maryland in 1975 and a Master's degree in Mediation and Conflict Resolution from Antioch College in 1992.

Careen worked for the American Friends Service Committee, Mid-Atlantic Region, in Baltimore from 1982-1990, then directed the community outreach programs at Shepherd Pratt Hospital, a mental hospital, where she focused programs on media literacy and violence prevention for youth, and she managed 50 professional mediators serving the Baltimore city courts and local families. She retired from Shepherd Pratt in 2005, but continued her

teaching of teachers at Goucher College and the College of Notre Dame, a role she began in 1992 and carried on until two months before her passing. At her retirement party from the hospital, one speaker remarked that Careen had changed the culture of the city of Baltimore.

A long-time Quaker and member of Annapolis Friends Meeting, Careen gave the prestigious Carey Memorial lecture at Baltimore annual sessions in 1993.

Careen was married to Joseph Mayer until their divorce in 1989. She is survived by her children Dana Mayer, Eric Mayer, and Andrea Mayer; their spouses Steve Cohen, Deanna Mayer, and Robert Emrich; and her grandchildren Elsa, Jonah, Jacob, and Peter Mayer.

In her monthly meeting, Careen was often the person who saw through the fog to the basic issues of love and compassion for all. She served on a variety of committees through the years, sometimes challenging herself to serve on those for which she had the least affinity, where she was able to insert a spiritual perspective. She was a strong and enthusiastic supporter of the meeting's solar panels and other environmental activities and she represented the meeting in an interfaith environmental organization. She frequently worked with the children in First Day School. She was respected for her wisdom and universally loved. She will be missed.

### **W. Byron Forbush II**

In the absence of a Memorial Minute, excerpts were read from the [obituary](#) published in the Baltimore Sun, "W. Byron Forbush II, longtime headmaster at Friends School, dies," 4/3/2017.

## **ATTACHMENT Y2017-67**

### **YOUTH PROGRAMS COMMITTEE REPORT**

#### **Youth Programs Committee Report August 2017**

First of all, we'd like to thank Jossie Dowling for her wonderful work as Youth Programs Manager. Her integrity, flexibility, and joy in her work help us as members of the committee in all our endeavors. We respect her honesty and ability to clearly articulate the difficulties of her work as well as its joys and reach out for advice when she needs it, from us, from other BYM staff, and from Young Friends.

YPC helps to coordinate two yearly meeting programs, the Young Friends program for high schoolers, which Annalee is going to talk about in a minute, and the Junior Young Friends program for middle schoolers. Although JYF is part of JYM during annual sessions, their conferences throughout the year offer opportunities for fellowship, learning, and play specifically for middle schoolers. It's gratifying to watch the Junior Young Friends learn kitchen and household skills and practice Quaker Process--including enthusiastically volunteering to clerk in their business meetings!

The Youth Programs Committee is also enriched by our continued good relationship with the Young Friends community. The Young Friends take an active role in the work of our committee, and they welcome us into their community. Adults who serve as Friendly Adult Presences consistently express how much they value the relationships they develop with Young Friends--including, in many cases, how their involvement deepens their relationship with their own children.

FAPs value the fellowship and community that we build as we support one another in living our Quaker values in our relationships with youth. We have FAPs from many stages of adult life--from college graduates who wish to give back to a community that nurtured them, to parents and grandparents of Quaker youth.

In Conclusion: come to FAP training and come join us! Serving as a FAP is a fantastic opportunity to deepen your relationship with Friends of all ages.

## **ATTACHMENT Y2017-74**

### **FRIENDS WORLD COMMITTEE FOR CONSULTATION REPORT**

#### **FWCC Report, August 2017**

This has been an interesting time to be the convener for the Representatives to the Friends World Committee for Consultation, or FWCC, section of the Americas. When I was first asked to be on the FWCC-SOA, I asked what I would be doing if I accepted that task. I was told, just go the things they organize, and maybe have a meeting at lunch at the Annual Session of BYM.

That seemed to be something I could do pretty effortlessly, so I agreed. However, things started to change as the executive director, Robin Mohr, her staff, and her committees looked with clear eyes at the state of the organization. An extensive and intensive reorganization began, with an eye to making the Committee and the Section more responsive to the changes in several things, the availability of electronic communication, the changes in South and Central America, and the changes in the Society of Friends.

As a consequence, my task as convener has increased in responsibility and importance.

One of the changes in the Section has been the decrease in paid staff. At present, there are two full time people, and two part time people are being hired soon. The representatives have been urged to step up and do more of the work of the Section. Committees of representatives have been formed to handle communications and publications, including the very popular Wider Quaker Fellowship. These committees will carry out functions previously performed by staff. The other representatives will serve as liaisons from the Section to the Meetings, and from Meeting to Meeting. My section has put together a mailing list so we can let the others in the region know of events that would be of interest to those who want to follow the work of the other Meetings, including those from different traditions of Quakerism.

Several of the representatives went to the Section Meeting in Mexico City, where they were deeply involved in the work, Chuck Kleymeyer from BYM is on the Executive Committee, and also co-clerked the working group on social initiatives for funding. I interpreted for the finance committee throughout the year and at the section meeting. We all met and became acquainted with people from all over the section, and created important relationships.

The Worldwide Plenary will be in Peru in January. Several of us are planning to attend to continue our effort to bring together the different threads in the tapestry of Friends. Our delegates, approved by the Yearly Meeting will be Bette Hoover, Michael Doo, Judy Seaman, and Jason Eaby. Chuck Kleymeyer will attend as part of the Executive Committee.

Judy Seaman, Buckhannon

### **To Be Noted:**

I was given the opportunity to become a representative of Baltimore Yearly Meeting to FWCC. I did not know what to expect from the meeting until I arrived, because of the wonderful assistance of Bette Rainbow Hoover in traveling. A representative to a Yearly Meeting has the job of attending this conference to experience, gather, and learn other ideas from other parts of the Western Hemisphere, and that I did. There are programmed and unprogrammed, conservative and liberal, Hicksite and evangelical, and a whole range of other forms of meetings. Some meetings have pastors or ministers, some have none. This conference was my first time meeting any Friend from a meeting unlike my own. I have learned many things about what it truly means to be a Quaker, I have agreed and disagreed, I have shared and listened, I have translated and been translated, and I have discovered that I know much more Spanish than I previously thought.

### **Scheduled Events:**

After our dinner, we attended an Opening Session where the New York Yearly Meeting attendees provided us with a skit explaining their Yearly Meetings history. We were greeted to the center and told about its history as well. Throughout the conference, we met in 'home groups' called our own small churches. After walking to the main center, I joined a group of Friends in the Meditation building and found them discussing meanings behind a Religious Education Story used for preschoolers. The speakers of the week included Chaplain Carl Magruder who explored living peace in Shalom; the presence of peace, not just the absence of war, Minister Kirenia Perez who discussed alternatives to violence, and Jonathan Vogel-Borne on how activism is a part of Quakerism in today's world. On Friday, we were presented with the agenda for our business meeting. Most of the items were read for the first time that night, and held for approval until Saturday. The two workshops I chose to attend were lead by AFSC and The Quaker Voluntary Service program. On Friday night, after all scheduled events had ended, there was a meeting of Young Adult Friends that I attended with the goal of learning their connection to FWCC and how I can continue this when I am a YAF. We discussed how Young Adult Friends can be a part of the adult community, and still receive time and space for the extra activities that they need.

### **Lessons from different styles of meetings:**

Baltimore Yearly Meeting is made up mostly of Unprogrammed and liberal meetings, although that is far from the only type, even in our region. I had heard of programmed meet-

ings and Quaker Pastors, but had no experience with them. Programmed meetings often have a pastor who speaks for most of the meeting out of silence. Our plenaries functioned in a similar way. Conservative Friends and Evangelical Friends have a large presence in our region and in the Americas, although they are not as represented as much as they should be. FWCC helps to connect Friends who would otherwise not be able to share their viewpoints on the ideas that make up Quakerism.

**Notable Moments:**

On the first day, english-speaking Friends were asked to wait for the translation of any message before any Friend approved, this way all Friends could be in unity. This was the first taste of the welcoming nature that FWCC has toward all members. Bethesda Monthly Meeting was mentioned in the AFSC workshop because of its efforts to host a sanctuary space for a refugee. The meeting of the Young Adult Friends involved an immediate need for complicated conversations between people who hadn't really met each other before. We talked about the necessary desegregation between FWCC and FWCC Young Adults. We came out of this meeting with an unbelievable connection involving an understanding of each other and of our place as youth in FWCC. This not just renewed, but transformed my trust in the Quaker way. It was truly the highlight of my experience at FWCC. When the Friends that past were read, there was a long moment of silence in the business meeting. One Friend stood up and suggested that although their passing was sad, these Friends deserved to be celebrated. The meeting then began to applaud and cheer for these Friends who had passed. That was the only message needed, and every single member got to share it.

Friends,

I am a seventeen year old who has grown up in a yearly meeting that uses mostly only one form of ministry. We have very little ideological diversity. Our spirituality seems to be one and the same. I grew up with comfort and security in the ideas I was given and I cultivated my own based on these. I had the immense privilege to meet people from all around the western hemisphere and hear their ideas. We sat in worship together, intermixed between different languages, politics, cultures, spiritualities, ages, genders, sexualities, and colors of skin. Each and every one of us was there for the other. There were many disagreements during this conference, but all were met with open-mindedness, care, and unconditional love. Together we shared and cultivated new ideas. I heard viewpoints that had never crossed my mind before. They are not the same as ours, but they are not more or less either. It is easy to judge others, and it is easy to judge ourselves, but I find that Living Peace with the world is anything but easy. But then again, changing the world is never easy. That's why it's our job to do it.

With Love and Light,  
Thomas Finegar

## **ATTACHMENT Y2017-75**

### **FRIENDS GENERAL CONFERENCE REPORT**

#### **FGC Report to BYM**

Friends General Conference serves Yearly Meetings, Monthly Meetings, and individual Friends throughout the US and Canada, and its Central Committee, a board made up of representatives from all member yearly meetings, meets annually in October. Although you may be most familiar with FGC in the context of FGC's annual Gathering, which took place last month in Niagara, NY, and will take place next year in Toledo, OH from July 1-7, FGC is much more than the Gathering. Let me highlight a couple of things for you that are described in more detail in the advance reports packet.

The Spiritual Deepening program, which started in 2016, is gaining momentum, offering online opportunities for individual Friends and Friends meetings to explore and discuss their spiritual lives through a variety of readings and activities. More themed modules are being added to the program regularly, and it offers a variety of great starting points for conversation among Friends, both in person and at a distance. You can learn more about this program on the FGC website.

The Quaker Cloud, which I know some meetings in BYM have used, has had its share of hiccups, but this year a new IT support vendor is helping Friends work through issues in a timely fashion, and the committee that administers the Cloud will be working with this same vendor to make overall improvements to the service.

For me, the most exciting thing happening in FGC this year is that Central Committee approved and FGC is now embarking on an institutional assessment to help us see, understand, and reduce the toxic effects of racism and white supremacy within our organization. After a number of years doing anti-racism work and work to support Friends of color, we have developed a deep sense that undertaking individual projects in this area is not enough, and that FGC must root out racist attitudes and assumptions, even those that may seem innocuous to white Friends, in order to best serve Friends and seekers of all races and ethnicities now and in the future. To undertake the assessment, FGC is partnering with an organization called Crossroads, who were chosen in particular because they will give us tools that we can use to identify and curtail racism in hiring practices, staff and committee culture, FGC programs, etc. rather than doing the work for us. We expect this to have long-lasting effects in the organization, and we expect to take this work home with us, to our monthly and yearly meetings. Assessment activities for FGC staff and volunteers will begin this fall.

Each year, BYM nominates representatives to FGC's Central Committee, which meets annually in October. Friends who have attended FGC Gathering, bought books or RE material from QuakerBooks of FGC, used the Quaker Cloud to set up a meeting or committee website, or used any of FGC's other services should consider whether they feel led to serve on Central Committee, as this service offers an opportunity to understand how FGC works from the inside.

I joined Central Committee when I was 15, and it has been one of the most formative, and transformative, experiences of my life in terms of understanding Quaker business process, Spirit-led decision-making, and the way that waiting worship can open space for unexpected insight. Also Central Committee takes place at Pearlstone Conference Center in Reisterstown, MD (the same place the Women's Retreat has been held the past two years) and there are goats, who are really great.

Rebecca "Becka" Haines Rosenberg (Alexandria)

## **ATTACHMENT Y2017-84**

### **REMARKS BY YOUNG FRIENDS**

As representatives of the Young Friends we wish to inform the wider BYM community that we are concerned about the differences between the way Young Friends and the greater BYM Friends Meeting conduct business. Young Friends have noticed over the years that adult Friends squabble and quibble over wording. Today's discussion reflected a growing divide between generations in BYM. Young Friends fosters keeping a hold of the Light in all statements. The serious core of any discussion so easily becomes diluted from its original goal with adult Friends.



# COMMITTEE ANNUAL REPORTS

## ADVANCEMENT AND OUTREACH

The Advancement and Outreach Committee charted a new direction this year by refocusing its efforts on increasing the awareness of the Religious Society of Friends in our geographic area and learning more how we can help Local Meetings (LM) grow.

We conducted a survey and followed-up with all responding LMs to better understand their current outreach efforts from their visitor follow-up practices to their presence on the internet. The survey identified several opportunities to improve the effectiveness of outreach efforts. This information will be used to develop webinars that will be made available to all LMs to help them learn from each other and share what we have learned from our research on effective outreach. The committee also considered how the BYM website could be more welcoming to seekers and how BYM can help smaller LMs, establish a welcoming web presence.

Our committee's research into how meetings grow has confirmed a strong relationship between local social activism and meeting growth. This is especially important now when there is a resurgence of interest in social issues. LMs that are active in local social issues help increase the awareness of the Religious Society of Friends and its testimonies. In this way, a LM's social witness becomes an outreach opportunity as the LM and the Religious Society of Friends become better known in the local community.

Again this year, the committee coordinated the participation of 8 LMs in Gay Pride events in DC. The Quaker presence at the event was well received and our give away of rainbow-themed temporary tattoos with the words "Cherish that of God in Everyone" drew many visitors to our booth.

Next year, the committee will work with BYM staff to create opportunities to promote greater awareness of the Religious Society of Friends in our area and establish ongoing relationships between members of the committee and select LMs to:

- share best outreach practices;
- promote technical competency;
- make outreach topic-specific webinars available to LMs; and
- identify ways to improve the effectiveness of the LM's outreach.

The committee remains concerned about outreach to populations that are under-represented in the Religious Society of Friends. In the coming year we will work more closely with the Growing Diverse Leadership Committee to identify ways to help LMs to be more intentional and effective in their outreach to these under-represented populations.

## CAMPING PROGRAM

The work of the Camping Program Committee this year has encompassed both broad, long-range themes and hands-on activities. We followed up the BYM Staff Handbook by creating and approving job descriptions for camp counselors. Also, as mandated by the Youth Safety Policy, CPC reviews it each year, and this year we have proposed some changes.

We also created and approved Emergency Action Plans, which outline the procedures for responding to any number of emergencies at camp – emergencies that all of our procedures and training are designed to prevent.

Another program-wide initiative is maintaining good relationships with National and State Parks and Forests and ensuring that our trips comply with their guidelines, specifically new guidelines for protection of native species that affect some of the campsites we use frequently.

A major item in the long-range category is planning for a secure future for Opequon Quaker Camp. The need to improve facilities at our current location if the camp is to remain there is complicated by our leasing, not owning the property. CPC has authorized a subcommittee to visit potential options for a new OQC site as they come on the market, and that group has visited two sites. However, both the subcommittee and CPC as a whole feel that we must await more feedback from the camp community and BYM Friends generally before we move forward. You can find more details in the document entitled “Camping Program Seeks Discernment.”

More hands-on activities of CPC members have included two annual rounds of phone calls. In the fall members make calls to follow up on responses to the evaluations submitted by campers and their families, allowing us to explore any concerns they raise. In the spring, we call each family enrolling in camp for the first time, to welcome them and give them a chance to ask questions.

We have also facilitated other gatherings at our camps. We organized a 25th anniversary reunion at Shiloh Quaker Camp in September, and we have been working over the winter and spring to organize a 60th anniversary reunion at Catoclin. In addition, we have stepped up our participation in the Family Camp Weekends, a joint project of CPC and Camp Property Maintenance Committee. These weekends, which continue to see increasing attendance, offer newly enrolling families a change to see the camps, allow returning camper families a chance to catch up, and create a workforce to maintain and improve our camp facilities.

STRIDE (Strengthening Transformative Relationships in Diverse Environments) groups in Baltimore, Philadelphia, Washington DC, and Charlottesville have been a force of positive change in our camps as we journey toward radical inclusion of our campers and staff of color. STRIDE members are largely Young Adult camp alumni, and their activities include fundraisers, community events, and practice hikes with incoming campers. We are eager to strengthen our connection with STRIDE groups.

Last but definitely not least, CPC wants to thank BYM Friends for your support in getting the bathhouse built at Catoclin. This tangible evidence of BYM’s care for its campers will endure for generations, and we are grateful for your support.

Sarah Williamson and Betsy Krome, Co-clerks

## CAMP PROPERTY MANAGEMENT

Our committee met eight times between September and June with our May meeting held during the Catoctin Family Camp Weekend. For those members who live at a distance we utilize a conference call option.

Camp Property Management Committee (CPMC), together with Camping Program Committee (CPC), held a total of six successful Family Camp Weekends at Catoctin Quaker Camp, Opequon Quaker Camp and Shiloh Quaker Camp over the course of 12 months. These weekends encouraged new and returning camp families to enjoy the camps while providing service work at the camps. A program manager was engaged for each weekend to model a summer camp counselor and provide a taste of camp in the form of activities, songs and camp chores. A kitchen manager is provided a suggested menu from which they do the shopping and lead meal preparation with assistance from willing volunteers. Each spring and fall a personal email is sent to the Quaker schools listed in the BYM Yearbook inviting their community members to the FCW's. This outreach has been successful in bringing new families to camp. Families are warmly greeted by our two caretakers, Jake at Shiloh, and Jesse at Catoctin, and their assistance with the service work accomplished during the FCW's is invaluable. The types of service projects completed would be too numerous to list here, but non-native invasive plant removal and reforestation projects are ongoing at each of the camps.

The CPMC supported and assisted the Camp Property Manager in managing the Catoctin bathhouse project, replacing the kitchen floor at Opequon, and getting the properties ready for the 2017 camp season. The committee is grateful to our many volunteers who come to camp to assist with special projects such as the Opequon kitchen floor. Maintenance was completed on the gravel road at Shiloh thanks to a willing volunteer from Charlottesville Friends Meeting. Committee members also serve as liaisons to other BYM committees and ad-hoc committees.

CPMC members also assisted with the development of the camp property annual budget and camp property priorities, creating a strategic plan for capital improvements. The committee also discussed camp property rental opportunities and ideas for possible future implementation.

CPMC reviewed its description in the Manual of Procedure and suggested a few changes to reflect the current CPMC procedures.

The committee is indebted to David Hunter's compassion, leadership and intricate knowledge of each of the camps. Stewardship is a term we often hear in our Quaker gatherings and we strive to be good caretakers of not only the buildings and their contents, but also of the land itself, and the people who create community with us at camp. Come join us!

## DEVELOPMENT

**New Catoctin Bath House:** The Development Committee focused a significant portion of its attention and energy this year on funding the long-overdue new bathhouse at Catoctin Quaker Camp. As of mid-May, the Yearly Meeting had received approximately \$437,400

in donations earmarked for the facility, including some \$50,000 in pledges. To cover the balance of the construction costs, BYM secured commitments of \$340,000 from 10 “Friendly lenders” in amounts ranging from \$10,000 to \$70,000. The loans will be repaid over the next five years at interest rates ranging from zero to four percent, or a weighted average of 2.33 percent.



Following ground breaking in late October, mild weather through the winter allowed construction to continue uninterrupted, with the result that work on the gender-neutral, environmentally sustainable structure was essentially complete by late May, well in time for the June 16 opening of the 2017 camp season. While higher than the project’s original budget, the final cost for construction was several thousand dollars less than the revised budget. “On time and

under budget” was welcome news for all the staff and Friends involved in the project.

To keep the Yearly Meeting and camper families apprised of progress during the construction period, Development posted on the BYM website regular updates, including the latest site photographs. The same Development web pages were used to allow supporters to easily make electronic donations to the bathhouse project as well as to other aspects of the Camping Program. Other pages enable supporters to become “auto-donors” or access information on how they can make longer-term gifts to the Yearly Meeting.

To better reach out to diverse BYM constituencies, Development is taking increased advantage of various electronic *formats/platforms*, including emails to specific audiences such as camp families. It employed an electronic as well as the traditional written year-end appeal at the end of 2016 and handily exceeded its budget goal for the year. It used an email “blast” in May seeking camper aid support. During the year it also used other, more traditional tools to communicate, including phone calls by committee members in December asking for year-end support and additional calls in January to merely to say “thank you” to first-time donors and those who gave more than \$100. Director Ann Venable also worked in May with young adults from Baltimore STRIDE who phoned supporters from three Baltimore area Monthly Meetings. The result was pledges of about \$1,500, enough to cover fees for one camper of color this summer.

Development also recognizes that old-fashioned, face-to-face conversations remain perhaps the most effective way of communicating with Friends about all the programs and services that BYM provides its Monthly Meetings and their members and to engage them in how to support these programs. This year Ann and other staff attended the Women’s Retreat and the Ann was present for the opening session of Spiritual Formation retreat. The two Apportionment Meetings provided another occasion for Yearly Meeting staff and committee members to chat with Friends. Development also hosted an “appreciation luncheon” for donors during the 2016 Annual Session attended by 60 BYM supporters and

plans another such luncheon during the upcoming August session at Hood College.

**2016 Budget:** Over the last three years, the Yearly Meeting has seen a steady increase in contribution as well as a growing number of donors, although giving units (couples/families count as 1) still remain less than 15 percent of the overall Yearly Meeting membership.

Calculated on 5,000 family units, Yearly Meeting giving went from 10.8% in 2014 to 12.4% in 2015 to 13% in 2016. This significant increase can be attributed to the bathhouse project as well as increased communication and connections.



In FY 2016, gifts totaled \$498,450, including \$121,200 primarily for the bath house project, received from 649 giving units. This compares to \$367,666 in gifts and pledges in FY2015 from 602 donors; and \$308,569 in FY 2014 from 543 donors.



The fundraising goal for FY2017 is \$473,000, including the third and final \$75,000 grant from the Shoemaker Foundation. Development expects to meet and exceed this goal with the help of a growing number of engaged supporters.

## EDUCATIONAL GRANTS

Education, historically, has been of great importance to the Religious Society of Friends and to Baltimore Yearly Meeting. Supplying financial assistance has long been an aim of Baltimore Yearly Meeting. Our committee continues to work diligently to make that possible.

We are now in the fourth year of a program whereby we offer grants for college education. The grants may be up to \$2,000.00 per year, per student, with a maximum of \$8,000.00 to be awarded to any one individual. In April of this year, five eligible applications were received and we awarded five grants totaling \$10,000.00. The applications have been very thorough and we greatly appreciate the recommendations and support the Meetings give these students.

We encourage young adults to apply for these grants. The investment fund for the college grants has a balance of \$319,424.00. Our aim is to provide financial assistance to students for their education consistent with Friend's beliefs and practices. The Educational Grants Program is one way in which the Yearly Meeting can foster a continued connection between young adults and Quaker faith and practice.

The committee continues to oversee the repayment of student loans made prior to 2013. As of December 31, 2016 we received loan repayments in the amount of \$14,474.00. Two loans have been paid in full leaving nine loans outstanding for a total of \$45,480.00. We are receiving regular payments on all remaining loans; no loans have been written off in the last year. Five loans will continue past 2020.

We are currently working on guidelines and parameters for a pre-college grant. The investment fund for this grant has a balance of \$26,233.00. We are excited to assist Quaker children with the opportunity to receive a Quaker education.

Janet P Eaby (Nottingham), Clerk

Attachment 1  
FUND BALANCES as of 12/31/2016

|                          |                |
|--------------------------|----------------|
| Permanently Restricted   |                |
| Education Fund           | 86,512         |
| Temporarily Restricted   |                |
| Education Fund Income    | 203,919        |
| Fairhill/Griest          | 74,443         |
| Pre-College              | 26,233         |
| <b>TOTALS</b>            | <b>391,107</b> |
| <b>ASSETS</b>            |                |
| Net Loans Receivable     | 45,480         |
| Investments - College    | 319,424        |
| Investments - Precollege | 26,233         |
| <b>TOTAL</b>             | <b>391,137</b> |

### **FAITH AND PRACTICE REVISION**

This Committee was vacant pending the work of the ad hoc Faith & Practice Process Clarification Committee, which has its own annual report elsewhere in the Yearbook.

### **INDIAN AFFAIRS**

2017 was a momentous year in Indian country with the Standing Rock Sioux Tribe uniting tribes across the United States in an unprecedented manner in opposition to the Dakota Access Pipeline. This challenge to tribal culture and sovereignty drew international support and media attention. The Baltimore Yearly Meeting Indian Affairs Committee combined language from several Monthly Meetings and Unity with Nature Committee to craft a Minute which was approved by BYM on October 15, 2016. York and Little Britain Monthly Meeting in PA, Charlottesville Monthly Meeting in VA, and Gunpowder, Patapsco, and Annapolis Monthly Meetings in MD were among the Friends groups that made statements in support of the “water defenders.” The Committee’s Minute was widely read. The Sacramento Friends Meeting adopted it and sent a copy to the Standing Rock Nation. A letter sent to President Obama by 42 faith leaders on November 11, 2016 referenced the Committee’s support statement. As part of the Standing Rock witness, Sara Horsfall conducted an education session for Patapsco Meeting. Sue Marcus helped the Friends Committee on National Legislation (FCNL) lobby with Native partners, and aided with public meetings where Native representatives spoke about the terrors inflicted on pipeline opponents by local law enforcement authorities. Members of the Committee also encouraged provision

of supplies. See Appendix A

The BYM IAC denounced the use of offensive mascots by sports teams, passing a minute in condemnation of the Cleveland baseball team's racist mascot Chief Wahoo. We also sent a letter to the baseball Commissioner in support of the National Congress of American Indians' request to meet with him and to include Native Americans in meeting concerning representations of Native people by sport teams. See Appendix B.

Cathy Schairer helped other committee members update the fact sheets on tribes and Native Americans living in Maryland, Pennsylvania, and Virginia. Both long and short versions were posted on the BYM website. (The long versions have numerous helpful links; the short versions can be easily printed for distribution.)

The IAC kept up its active presence at BYM 2016 Annual Session. Pat Powers led a very well-attended workshop that discussed Natives perspectives through the lens of fine arts and popular culture, using Louise Erdrich's award-winning book, *The Round House* and the film *Smoke Signals*. The book raises issues of tribal sovereignty, legal jurisdiction, racism, sexual predation and traumas, all still very relevant in Native cultures today. The film, written, directed, and acted by Indians, explores many of the current challenges of growing up Indian, including alcoholism, stereotyping, poverty, honoring cultural traditions, and individuality. Despite such serious topics, the movie is known for its humor. The concept behind the workshop was learning directly from respected Native people rather than focusing solely on white privilege. In an interest group that followed, participants viewed pictures of "installation art" about urban Indians by Anna Tsouhlarakis (Navajo) who teaches at Sidwell Friends School and received handouts about her belief that Indian artists should not be constrained by traditional expression. Her "performance art" film of ethnic dances was shown. A more general discussion of ways forward for Quaker allies was also held.

Committee members arranged to have a formal Memorial Minute presented at Annual Session business meeting for Patricia Kutzner (Washington). She lived in New Mexico with the Torreon/Star Lake chapter of the Navajo Nation from 1996 until her death in December 2016. Her work for the community store and other projects there was supported by BYM as a body, by the Committee, and by a Circle of individual Friends for many, many years. Pat Kutzner became a Released Friend which permitted BYM to direct donated support for her living expenses. Our committee oversaw the arrangement for seven years, after which a Circle of Friends continued to support her work with individual contributions through the Albuquerque Friends Meeting. The IAC provided financial support from the historic fund. An informal gathering of those who knew and admired Pat Kutzner also took place. Former committee member Susan Leper was held in the light for all she contributed, including the creation of BYM camp scholarships and exchange visits for Torreon youth.

Dellie James and Pat Powers have been in touch with Bill Miles (Stoney Run) regarding a new development about the Committee's long-term concern about religious freedom accommodations, including, sweat lodges, for Native prisoners. Bill has again been contacted by Native inmates at the Jessup (Maryland) Correctional Institution to assist them with these issues. Pat attended the March meeting of the MD Commission. Elizabeth Koopman

continues our concern for Native religious freedom at Eastern Correctional Institution in Westover, Maryland, via correspondence with the three Native American groups there at the Winter and Summer Solstices. Iman Fazal Kattack, administrative chaplain, continues his assistance by delivering sacred herbs and Elizabeth's Solstice letters to the three groups.

Martha Catlin and Pat Powers continue to research and draft a history of BYM's Indian Affairs Committee. The Committee, dating from 1795, has waxed and waned, survived the Hicksite-Orthodox breach and reconciliation, and paucity and abundance of records. This is also an ongoing task, though Pat and Martha have completed most of the work this year.

Sue Marcus and others continue to recruit new committee members and to enlarge the network of those who care about Indian issues. For example, she met with Bob Rugg (Richmond) who was and may continue to be an intermediary with the Rappahannock tribe.

Members of the committee support one another's individual leadings in the sphere of Native American endeavors. Eric Carlson shepherded through a major donation from Goose Creek Meeting to the American Indian College Fund.

Pat Powers is working with Ruth Flower at the FCNL to create, staff, and establish financial support for a Native American advocate. They were heartened that many well-qualified applications were received for this position. As is often the situation, stable funding is an ongoing concern. The committee authorized \$700 for both 2017 and 2018 to be spent from the historic fund.

Dellie James remains the only non-Native board member of the Baltimore American Indian Center. She is actively engaged in its management, as well as giving tours—including one this year to foreign visitors who were eager to see a Native-run museum.

The Society of American Indian Government Employees (SAIGE) is a major Native leading for Sue Marcus, who is once again an elected board member. This national nonprofit organization provides a network for Native employees, primarily in federal government service, trains others about the Federal Trust Responsibility, and encourages Native students to seek careers with the federal.

Former Committee Member Elizabeth Koopman maintains her connections with the American Friends Service Committee's Wabanaki program. This is one of the very few Native programs that have retained AFSC involvement.

The Committee is seeking ways to improve knowledge of local and national native issues among BYM members and our larger community. We are considering whether we can organize and conduct a public event in 2018, as a means of information, consciousness-raising, and fun.

Members of the committee in 2016 included Susan "Sue" Marcus, Clerk (Alexandria); Eric Carlson (Goose Creek); Martha Claire Catlin (Alexandria); Mochiko DeSilva (Sandy Spring); Sara Horsfall (Patapsco); Dellie James (Baltimore Monthly Meeting, Stony Run);

Jana McIntyre (Sandy Spring); Gerald "Jerry" Miller (Dunnings Creek); Rebecca "Rep" Pickard (Gunpowder); Catherine "Cathy" Schairer (Sandy Spring).

*Appendix 1 Standing Rock Sioux Minute*

**Baltimore Yearly Meeting  
in Solidarity with the  
Standing Rock Sioux Tribe Regarding the Dakota Access Pipeline**

**Minute**

The Baltimore Yearly Meeting supports the sovereign government and people of the Standing Rock Sioux Tribe as they wage a nonviolent, legal battle against those who would endanger their heritage and their future natural resources. The wise leaders and their supporters are strong in spirit and wisdom, in patience and in vision. The Lakota and Dakota people, with their allies, have inspired unity among Native nations and others in their quest to save their lands and people from harm. They are waging this moral and legal struggle not for themselves, but for future generations.

The Baltimore Yearly Meeting joins the Standing Rock Tribe and its allies in seeking full tribal consultation on a government-to-government basis, as is legally required by treaty and law on any and all matters that relate to or may affect their lands, people, or traditional homelands. We urge the President and the federal executive branch agencies to honor the Federal Trust Responsibility to the indigenous people of our country and to immediately act to preserve the burials, lands, and resources of the Standing Rock nation now and in the future. We are encouraged by the decision by the United States Departments of the Interior, Justice, and Army to suspend pipeline construction near Lake Oahe. However, this is a suspension not a revocation, so there is no guarantee that construction will not resume. We must continue to show our support in words and deeds until the matter is justly settled. Treaty rights and preservation of indigenous sacred sites must be honored for the Standing Rock Tribe and all Native nations.

May we all learn to make wise decisions to benefit future generations. In the words of the Lakota, Mitakuye Oyasin—We Are All Related.

*Appendix 2 Cleveland Baseball Team Mascot Minute*

November 17, 2016

Robert D. Manfred, Jr, Commissioner  
245 Park Ave 31st Floor  
New York, New York 10167

Dear Commissioner Manfred,

As members of the Religious Society of Friends, which believes there is “that of God in everyone,” we are pleased that you are embarking on a dialogue to address concerns about images and practices in professional sports that demean a group of marginalized people.

We write to ask that you support the request of Native Americans to stop the use of a preposterous and offensive caricature. We understand that you will be meeting with the owner of the Cleveland Indians team about its logo. The old “Chief Wahoo” logo should have been abandoned decades ago in favor of the official “block C” logo. Yet, approximately 20 million people were exposed to it during the World Series. The image of Chief Wahoo on the sleeves of uniforms was disturbing each time a player came to bat. The sight of some Cleveland fans pretending to be Indians was also highly objectionable.

It is inappropriate for a sports team to use a name such as Indians, but to complicate the matter with an even more inappropriate logo is to mock a people even if unintentionally. As a Native journalist once said, “We are not feathered warrior racing across your movie screens nor are we mascots for your fun and games; we are human beings and all we ask is for you to honor our treaties and give us back our human dignity.”

In addition, we support the request of the National Congress of American Indians to include members of the Native American community in meetings about the logo. We concur that you should meet with them and the team owner to discuss, in NCAI’s words, “the offensive imagery and cultural misappropriation conveyed by the use of

the ‘Chief Wahoo’ mascot and team name by the Cleveland franchise and its fans.”

Our Indian Affairs Committee was formed in 1795 by Quakers concerned about injustices to Indigenous peoples. We are part of a Quaker body that includes Meetings (congregations) in Maryland, Pennsylvania, Virginia, West Virginia, and Washington, DC. We believe it is a moral obligation, not merely a gesture of support, to listen to the desires of the First Americans. We appreciate your leadership in addressing the “Chief Wahoo” controversy.

Sincerely,

Patricia Powers on behalf of the BYM Indian Affairs Committee

Copies to: Lawrence Dolan, owner of Cleveland Indians; National Congress of American Indians; U.S. Senator Sherrod Brown; U.S. Senator Robert Portman; U.S. Representative Marcia Fudge; Ohio Valley Yearly Meeting; Ohio Yearly Meeting of Friends; Wilmington Yearly Meeting; Baltimore Yearly Meeting

## MANUAL OF PROCEDURE

The Manual of Procedure Committee (MoP) members in 2017 are Alison Duncan (Adelphi), Peggy Dyson-Cobb (Maury River), Susan Kaul (Bethesda) (clerk), and Susannah Rose (Patapsco).

From the close of the 2016 Annual Meeting until the 2017 Yearbook is sent to press, MoP concentrates on copy-editing the *Manual of Procedure* and making sure the changes approved by the Yearly Meeting in Session are inserted correctly. During the remainder of the year we are available to interpret as needed.

Again this past year, the committee met once face-to-face at a Panera in Manassas, Virginia. This meeting was especially fruitful as we held each other in the Light and shared deeply. We consulted by phone and email, as needed, during the rest of the year.

The 2016-2017 work of the Committee to date may be seen in the minutes of Interim Meeting. Corrections and additions of a substantial nature (that which changes the meaning of the Manual), approved at an Interim Meeting are herewith forwarded to the Yearly Meeting. In addition, general copy-edits (non-substantive changes) were also made throughout the year and were reported as information to Interim Meeting.

The changes we recommend making this year fall into two general categories:

Substantive changes

Changes reflecting current practices

This is the second reading. Note that new material is underlined and ~~old material struck through~~. The “clean copy” is indented below the redlined material for each entry:

A. Substantive Changes:

Page 6, Search Committee, first paragraph,

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), and forwarded to the Yearly Meeting for approval. Their service begins immediately after the Annual Session of Baltimore Yearly Meeting. ~~two appointed each year to serve a term of three years.~~ These persons Search Committee members attend Interim Meeting. No person may serve for more than six consecutive years. The Committee

may not co-opt additional members.

### 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 (appointed by Interim Meeting), and forwarded to the Yearly Meeting for approval. 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.

### Page 11-12: Camp Property Management Committee

The Camp Property Management Committee (CPMC) consists of six 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 twice six to eight times per 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, Family Camp Weekends, 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; and (3) oversee the content and direction of the Camp Property Manager's work; and to support the Camp Property Manager with specific projects as needed. The Camp Property Management Committee, in cooperation with the 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 this 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 will manages the camp properties as one financial entity and will prepares its operating and capital budgets, which will be listed separately within the are presented to the Stewardship and Finance Committee and incorporated into the Yearly Meeting operating and capital budgets. For this purpose, appropriate accounts will be established, including a capital reserve account.

The committee will be is responsible for setting camp rental fees, the fees for the use of the properties. All income generated by the camp properties, including camp property rental, timber sales of natural resources, gifts and bequests will be available for the operation and development of the camp properties. Gifts and bequests may be received into the committee's accounts. Financial statements will be prepared annually at the same time as the Yearly Meeting accounts, of which they will form a part.

The Committee will reviews and remains familiar with the content of the Youth Safety Policy (Appendix D) and other relevant Yearly Meeting policies in order to ensure that the practices of the Committee reflect the guidelines adopted by the Yearly Meeting. ~~to promote the safety of our youth and youth workers.~~ The Committee will provides any necessary CPMC staff and volunteer training and will insure ensures that programs and events are ~~carried off~~ held in compliance with policy guidelines.

#### 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.

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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.

Page 25 and 26: Friends House Retirement Community

Friends House, Inc. [Friends House Retirement Community](#)

ed. note: The governance of Friends House, Inc. is under review

Friends House, Inc., established in 1966, is governed by a Board of Trustees consisting of 12 members nominated by the Nominating Committee and appointed by the Yearly Meeting, four each year for three-year terms, plus seven members nominated by the Board of Trustees of Friends House, Inc. and also appointed by the Yearly Meeting for three-year terms, two each year in two years and three the following year. An Appointment begins with the next meeting of the Board of Trustees after the Yearly Meeting Session that made the appointment. A person may serve no more than two consecutive terms. All trustees are selected from the members of the Religious Society of Friends.

Friends House, Inc. and Friends Nursing Home, Inc. plan to merge into Friends House Retirement Community (“Friends House”) in the autumn of 2017. Friends House provides housing, health care services, and other services to persons 60 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.

Beginning in 2017, Baltimore Yearly Meeting 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 FH Board, the approved Director would begin their term the following September.

BYM will not consider current FH Board Directors for nomination in 2017, 2018, and 2019.

Trustees [Directors](#) attend [regular](#) meetings [of the Board](#), ~~conduct business,~~ [participate on Board committees](#), and help keep the Yearly Meeting informed of the work of the Board in operating a retirement home [Continuing Care Retirement Community \(CCRC\)](#) near [in](#) Sandy Spring, Maryland.

Friends House, Inc. and Friends House Nursing Home were originally established in 1966 and 1968, respectively.

Friends House Nursing Home:

ed. note: The governance of Friends Nursing Home, Inc. is under review

Friends Nursing Home, Inc., established in 1968, has the same 19 persons as their Trustees with the same conditions of appointment and of service as the members of the Board of Trustees of Friends House, Inc.

The Trustees operate Friends Nursing Home and keep the Yearly Meeting informed of its progress:

## FRIENDS HOUSE RETIREMENT COMMUNITY

Friends House, Inc. and Friends Nursing Home, Inc. plan to merge into Friends House Retirement Community (“Friends House”) in the autumn of 2017. Friends House provides housing, health care services, and other services to persons 60 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 were originally established in 1966 and 1968, respectively.

Page 28: Prisoner Visitation and Support, new language per the BYM Representative. ~~Prisoner Visitation and Support is an incorporated organization sponsored by more than 30 national religious bodies and socially concerned agencies. It seeks to meet the needs of prisoners in the United States federal and military prison systems through an alternative ministry that is separate from official prison structures.~~

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.

### 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.

### B. Changes Reflecting Current Practices:

Page 22: Under Young Adult Friends, delete the last two sentences of the entry regarding “Young Friends of North America,” because it no longer exists.

Young Adult Friends suggests names each year to the Nominating Committee for appointment by the Yearly Meeting of a young adult representative to Young Friends of North America's regional meetings and annual conference. Travel support for this representative is included in the Yearly Meeting budget.

Young Friends of North America

Young Adult Friends suggests names each year to the Nominating Committee for appointment by the Yearly Meeting of a young adult representative to Young Friends of North America's regional meetings and annual conference. Travel support for this representative is included in the Yearly Meeting budget.

Submitted,

Susan Kaul (Bethesda), clerk

## **MINISTRY AND PASTORAL CARE**

The Ministry and Pastoral Care Committee (M&PC) of Baltimore Yearly Meeting (BYM) has four working groups under its care: Intervisitation, Racism, Spiritual Formation, and the Women's Retreat. Annually, we receive reports from each working group so that we can support and encourage their ministries within BYM. Each Working Group continues in good order under our care, and M&PC and Working Group members feel that these relationships are mutually beneficial. This year, we are in dialogue with Young Adult Friends to discern how we might support their community, whether through formal constitution as a Working Group or in some other way. We await their discernment about their needs.

We collaborate with Program Committee to provide spiritual nurture to Friends at Annual Session by staffing the Opening Retreat, hosting morning Bible Study and Worship Sharing gatherings, by greeting Friends to each day's Meeting for Worship with a Concern for Business and holding this body in the Light, by attending to personal needs or concerns of Friends. We also share with Friends our discernment of the Spiritual State of the Yearly Meeting for the previous year, which we distill through the reading of Monthly Meeting and Worship Group reports as well as the minutes, epistles, and related documents that arise through Annual Session and Interim Meetings.

As asked or invited to do so, we are nurturing ministries and leadings of individuals within the Yearly Meeting. When we learned that a Friend had a leading to share a new workshop on "Naming, Nurturing, Pruning, and the Exercise of Gifts," we supported this Friend by serving as a test group for the workshop and then by sponsoring it during Annual Session. Another Friend requested a clearness committee for the discernment of her leading to develop resources to help individuals and Meeting communities to deal with issues around domestic abuse and violence.

M&PC continues, in partnership with the Yearly Meeting staff, to provide pastoral care to Monthly Meetings in need. This year we visited or were in communication with four Meetings who requested our presence and counsel. We sense a need to strengthen our ability, as a committee, to do this work. As we read the Spiritual State of the Meeting reports

from Monthly Meetings and Worship Groups, we listened carefully for signals of challenges faced by Friends. In response, we are developing a list of resources--individuals with specific gifts or ministries, workshops, printed materials, etc.--that can be of service to Friends. We also seek to support the development of new resources like the “Debate into Dialogue” and “Naming, Nurturing, Pruning, and the Exercise of Gifts” workshops. We also seek to visit local Meetings more regularly, perhaps in coordination with the Growing Diverse Leadership group.

As a committee, we have some emerging work before us. BYM’s Advancement and Outreach Committee have requested that a statement about our faith appear on the BYM website, and this request has been forwarded to M&PC. We have also been present at meetings in the Washington DC metropolitan area about the New Sanctuary Movement and would like to support BYM’s continuing involvement in this work given the current political climate in our country.

M&PC met five times during the year (at the three Interim Meeting days, at a called meeting in February, and during the 2017 Annual Session).

Melanie Gifford (Adelphi) and Amy Schmaljohn (Gunpowder), Co-Clerks

### **NOMINATING**

The Nominating Committee identifies gifts and interests of Friends within the Yearly Meeting and matches those to the needs of BYM committees and the organizations to which we send representatives. 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 met at each Interim Meeting and an additional time in April, with one or more committee members joining us by phone at several of these meetings. We also held three phone meetings between our in-person meetings, primarily to check in on how tasks were progressing. We will finalize our slate of this year’s nominees at two committee meetings during Annual Session. Our goal is to nominate people to fill approximately 89 vacancies; 29 of these are likely to be filled by people who agreed to serve a second term and 40 still be to filled a month before Annual Session.

### **PEACE AND SOCIAL CONCERNS**

On 4/1/17, our Peace & Social Concerns Committee again offered a “Networking Day” program for Friends from distant monthly meetings to gather and share insights and experiences. After an online interest-survey and much planning, Networking Day took place at Friends Meeting School in Frederick Co., Md., drawing 46 Friends from 16 different monthly meetings in DC, Md., Pennsylvania, Virginia, and West Virginia.

Networking Day began, after greetings, coffee, pastries and brief silence, as Joan Liveridge led Friends in “Debate Into Dialogue” exercises, raising our awareness of how best to communicate about difficult issues and with those who do not share our views. Then, participants joined in two of five workgroups on topics including: 1) effective responses to climate change, 2) refugees' & immigrants' problems - how can Friends help, 3) support

for alternatives to mass incarceration, 4) responding to racial injustice and 5) economic injustice.

Post-Networking-Day surveys showed that a majority participants considered the event “useful” or “very useful” so plans now are underway for another spring 2018 Networking Day. But, we also will follow survey suggestions for somewhat longer, more interactive workshops next time on new topics.

During the past year, our committee also continued efforts to facilitate communications between Monthly Meetings via a quarterly email newsletter and our committee’s BYM “Peace and Justice Exchange” Facebook page, offering items about:

- Various Meetings’ refugee / sanctuary / immigrant support projects;
- Friends’ support for environmental and criminal justice reform;
- An interfaith program supported by several Monthly Meetings to sell organic, free-trade olive oil produced by a coop of Palestinian growers, who also are active in Israeli-Palestinian peace efforts;
- and more.

Perhaps most significantly, we recognized that Friends from many Monthly Meetings have pursued strong leadings to offer assistance for refugees and immigrants in our communities; these various meetings have taken many steps towards becoming “Sanctuary” churches and supporting those facing detention and deportation. For this reason, our committee requested and Interim Meeting approved a minute, officially designating a “BYM Working Group on Immigrants, Refugees and Sanctuary.” Efforts to organize the new Working Group will continue during this year’s Annual Session.

Also at Interim Meeting, our committee requested and obtained support for a new “Maryland Clean Energy Jobs Initiative” that is championed by BYM young adult Friends. We also have encouraged BYM’s Unity with Nature Committee and Monthly Meetings to support this state-level initiative which we hope can spread to be nationwide.

We thank our BYM representatives to:

- the federal Prisoner Visitation and Support program (Susannah Rose);
- the Quaker House in North Carolina (Denna Joy);
- the National Religious Coalition Against Torture (Malachy Kilbride).

While BYM-PSC officially acts as a liaison for Right Sharing of World Resources (RSWR), this program actually is an independent 501(c)(3) organization. We defer to their separate report.

In conclusion, BYM-PSC Committee thanks Friends for their energy participating in this year’s Networking Day and encourages their suggestions on further improving BYM’s mutual assistance on Peace & Social Concerns issues, both in person and online!

## **PROGRAM**

Program Committee consists of nine members as well as the Presiding Clerk, the Gen-

eral Secretary, Bookstore Manager, Registrar and representatives of Ministry and Pastoral Care, Junior Yearly Meeting, Young Friends and Young Adult Friends. It is a large and mighty committee that meets together four times a year. In addition, every member of the Committee works outside of the large meetings, taking responsibility for some element of the Annual Session program either individually or as a subcommittee member.

The 2016 Annual Session was our first experience of meeting at Hood College, and overall the new venue was well-received. Despite some unforeseen problems with handicapped access, we had many positive comments on evaluation forms about the convenient location, pleasant dining room, and more compact campus. We have attempted to address a few difficulties with the spaces chosen for last year's session by rearranging the bookstore, displays, and business sessions this year. We also plan to have more and better directional signage.

We continue to try to determine reasons that members of BYM local meetings chose not to attend Annual Session. Noting that we have had a dwindling number of younger children attending Annual Session in recent years, Program Committee decided that in 2017 we would offer full scholarships to all children below high school age. Our hope is that this will make it financially feasible for more families to attend. Other reasons people don't attend include the travel distance for members of local meetings on the edges of the BYM area and limited vacation time with competing activities. We have heard a report that some prefer FGC Gathering over Annual Session because it is "more fun" with no business sessions to attend. While we will not be eliminating business sessions at Annual Session, Program Committee will continue to explore reasons that people do not attend with the hope that we can provide appropriate enticements.

In 2017, 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 "Growing Toward Justice—Acting on Faith" again will draw us into challenging the injustice we see around us and applying our Quaker values to solutions. Our 2018 theme will speak more to our spiritual preparation for the work we take on. "Radical Listening, Rooted in Love" promises to be a rich framework for sharing together when we meet again on the Hood College campus the first week of August in 2018. 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.

Barbarie Hill (Charlottesville)  
Program Committee Clerk 2017

## **RELIGIOUS EDUCATION**

No report received.

### **SEARCH**

Since last fall the Search Committee has given particular attention to the role our work can play in our Yearly Meeting's work known as Growing Diverse Leadership. With help from our Outreach and Inclusion Coordinator, Dyresha Harris, we are developing our understanding of what it means to encourage leadership that spans the Yearly Meeting's diversity of ages, race, and ethnic identities. As we search for Friends to serve the Yearly Meeting as

its officers and on the Nominating and Supervisory Committees, we look for other kinds of diversity, as well, such as in economic and education level and experience in large or small, urban or rural Meetings. And we look for spiritual strengths. This work has been fruitful, and we are glad that it is so clearly part of Search Committee's work.

In terms of the specific items we have accomplished this year: we have identified candidates to serve the Yearly Meeting as Recording Clerk, Treasurer, Assistant Treasurer, and as members of the Nominating and Supervisory Committees. At the time of preparing this report, there are still some vacancies on the Nominating and Supervisory Committees, and we are working to find suitable Friends to nominate for these positions.

In the past year, the experience of our members has been mutual support and sound process. Our sense of fellowship is alive and strong. We have shared the work well, with a high degree of trust, and enjoy our meetings.

Our work requires time and care. We have sought and received help from various sources including the Clerks of Yearly and Interim Meetings, staff and other members and attenders. We feel generous support from everyone whom we approach and it makes our service a joy.

Linda Coates, Little Britain; Karie Firoozmand, Stony Run (clerk); Steve Hulburt, Blacksburg; Lamar Matthew, York; Rebecca Rawls, Langley Hill; Cathy Tunis, Herndon

### **STEWARDSHIP AND FINANCE**

The Stewardship and Finance Committee had a very busy year. In addition to its normal and customary responsibility for developing the operating budget and the capital budget for BYM for 2018, the Committee was engaged in two institutional challenges. First, the Apportionment Subcommittee of the Committee continued its work on the review and analysis of the existing apportionment formula. Second, the Committee was very active in developing the revised capital budget to accommodate the cost increase of the Catoclin Bathhouse that was presented at Tenth Month Interim Meeting.

The Apportionment Subcommittee began its work with a survey of Monthly Meetings regarding the types (rental vs. ownership) and costs for their meeting space; responsibility for multiple Meeting Houses and Burial Grounds; rental income and associated costs; and investments and investment income. The results led the Subcommittee to recommend that further study be given to including rental income, and that the new apportionment formula not have variables added relative to any of these issues. The Subcommittee felt that those few cases where any of these issues causes a Monthly Meeting difficulty in paying its operating expenses and its apportionment were best dealt with as exceptional situations.

The proposed formula developed by the Subcommittee retains the ability to pay aspects of the current version, but drops two factors which have had impacts which were different than what was intended. These are the 25% cap on apportionment increases and the differential weight given to contributions over and under \$100. The proposal can be summarized by the following formula:

|                                |   |               |   |               |
|--------------------------------|---|---------------|---|---------------|
| Monthly Meeting A's Income     |   | Total         |   | Meeting A's   |
| Income of all Monthly Meetings | X | Apportionment | = | Apportionment |

This results in each Monthly Meeting being asked to pay the same proportion of its income as all other Meetings. The exception will be Meetings which have a demonstrated financial hardship. The Subcommittee prepared guidelines for approving reductions to apportionment which are pending Stewardship and Finance Committee approval at the time of this report.

The proposed formula received is first reading at June Interim Meeting and was approved for forwarding to Annual Session for final review and approval.

In addition to work on the formula, the Subcommittee prepared new guidelines on what income is subject to apportionment and what is exempt from it. These do not represent a policy change, but are intended to be easier to understand and to result in greater consistency in how Monthly Meetings report income.

The BYM Operating Budget for 2017 and the BYM Capital Budget for 2017 were constructed by the Budget Subcommittee based upon information and advice from various other BYM Committees as well as the BYM Comptroller. The full Committee approved both Budgets at its Committee meeting at Annual Session in August 2016. The Co-Clerks of the Committee presented both the BYM Operating Budget for 2017 and the BYM Capital Budget for 2017 at Annual Session and both Budgets were approved as presented.

A few weeks thereafter, three construction bids were obtained for the proposed new bathhouse at the Catoctin Quaker Camp. The variance between each of these bids with the total amount budgeted for the project gave rise to an intensive and wide-ranging discernment process within BYM as to the way forward. The Committee was integrally and actively involved in this discernment process and, among other things, worked with the General Secretary in developing a revised construction budget for the project as well as revised Capital Budgets for 2016 and 2017, both of which were approved at Tenth Month Interim Meeting. The Committee also worked with Trustees to develop a template for the 10 Friendly Loans that were originated to finance, in part, the construction costs for the Catoctin Bathhouse. The Catoctin Bathhouse construction project was completed in time for the opening of the 2017 camping season and was also completed at a lower total cost than what was contemplated in the revised construction budget.

Prompted by the experience with the Catoctin Bathhouse project, the Committee revised its procedures with respect to the consideration and approval of capital projects at its meeting at Third Month Interim Meeting. In short, the Committee has requested the Camp Property Management Committee to develop a priority list of contemplated capital projects within BYM based exclusively on the physical condition of the asset. The Camping Program Committee will then review the list of assets and have the authority to re-prioritize a specific capital project based upon the needs of the camping program. The final list of capital projects will then be submitted to the Stewardship and Finance Committee for its consideration in the formulation of the following year's Capital Budget. For major construction

projects, such as a project on the scale of the Catoctin Bathhouse, at least three competitive bids must be obtained by May 1 so that the discernment process can include all relevant Committees, including Stewardship and Finance, Camp Property Management, Camping Program, and Development, as well as within BYM at large, including Sixth Month Interim Meeting and Annual Session. If the discernment process moves towards approval for any such major construction project, the objective should be to have construction activity commence as soon as possible after the end of the camping season.

As of this writing, the Budget Subcommittee is working on the development of the 2018 Capital Budget and the 2018 Operating Budget, both of which will be presented to Annual Session in August 2017.

### **SUE THOMAS TURNER QUAKER EDUCATION FUND**

In 2017 the Sue Thomas Turner Quaker Education Fund received a record 30 requests for funds from schools & organizations for a total of \$52,422. The committee considered the requests and was very pleased with the high caliber of programs, but struggled with the inability to fund all of them to their level of need. We distributed \$22,270 in full or partial grants for 23 uses consistent with the purpose of the fund. The recipients were:

Chicago Friends School, IL, \$1,000 to help build a Middle School program with Quaker values; Frankford Friends School, PA, \$1,650, workshop sessions on Quaker philosophy and Quakerism 101, Friends Community School, MD, \$1,000, to bring Brooke Carroll for faculty enrichment on Quaker history and biography; Friends Meeting School, MD, \$1,000 to invite Friends Council on Education (FCE) speaker on Quaker Pedagogy; Friends School Baltimore, MD, \$750 to send Quaker Principles Committee to Pendle Hill; Friends School of Atlanta, GA, \$1,000, to help send 6 new faculty to FCE ENTQ; Friends School Haverford, PA, \$1,000 to send faculty to Art Larrabee Clerking workshop & to FCE Educators New to Quakerism (ENTQ); Friends School Minnesota, MN, \$1,600 for a retreat led by FCE staff to renew and introduce Quaker F&P; Friends School of Wilmington, NC, \$720 to send faculty to FCE ENTQ; Friends School Portland, ME, \$625 for a Quaker School alumni panel on influence of Quaker Education; Friends Western School, CA, \$1,275 to send a faculty member to FCE SPARC program (Spirited Practice & Renewed Courage); Germantown Friends School, PA, \$1,000 to send faculty to FCE ENTQ; Gwynedd Friends School, PA, \$700 to purchase books for Quaker SPICES resource boxes; Olney Friends School, OH, \$1,000 to bring FCE program Quaker Philosophy of Education to School community; Princeton Friends School, PA, \$1,000 to support faculty and staff education about Quakerism, workshop and materials; Quaker Religious Education Collaborative, TX, \$1,000 to send four Friends school educators to QREC gathering on how Quakerism is both taught and caught; Sandy Spring Friends School, MD, \$1,000 to bring Arthur Larrabee to lead a workshop for faculty and staff on Quaker process, State College Friends School, PA, \$800 for materials to support Quaker study; Stratford Friends School, PA, \$150 for living history impersonations of George Fox & William Penn to teach beginnings of Quakerism in the US; Tandem Friends School, VA \$1,000 to train student leaders

in Quaker process and have parent sessions on Quakerism; United Friends School, PA \$1,000 to send faculty to FCE ENTQ; West Chester Friends School, PA \$1,000 to send faculty to FCE ENTQ; Westfield Friends School, NJ, \$1,000 to create Quaker materials to explain Q F&P for new families.

The committee will meet in March 2018 to consider requests. Request deadline will be MARCH 1, 2018. Either paper or emailed requests are fine (see details below). 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**

The Supervisory Committee guides and supports the work of the General Secretary of Baltimore Yearly Meeting and ensures support for and care of all staff members of the organization. Committee members are Sheila Bach, Mary Campbell, clerk, Peirce Hammond, recording clerk, Clinton Pettus, Marcy Seitel, Ken Stockbridge, and Tom Hill. The Committee has met monthly in person.

Since our last annual report, Supervisory Committee approved the candidate for General Secretary forwarded from the ad hoc search committee. This candidate, Ned Stowe, was presented to and approved by Interim Meeting in June 2016. The Committee arranged opportunities for Ned to meet with staff, committee clerks, and local meeting clerks prior to his final acceptance of the position. He began work in June.

Ned Stowe had only served as General Secretary for four months when Supervisory Committee began its annual evaluation process. The Supervisory Committee noted that Ned was building healthy and helpful interpersonal relationships with Friends and committee members across the Yearly Meeting. He attended Annual Session, had visited all three camps and attended many of the quarterly meetings in his first months. He managed the difficulties that arose when the final bids for the new Catoctin bathhouse were more than twice the working estimates.

A subcommittee met with all staff to discuss their work and that of the General Secretary. The Committee has also taken the staff out to lunch twice in the past year.

At our March meeting, the Supervisory Committee shared personal assessments as well as the information that was received from staff, meeting officers, committee clerks, and local meeting clerks. Supervisory Committee united around continuing to employ Ned Stowe as General Secretary of Baltimore Yearly Meeting.

As outlined in the HOPE Committee report, our current employees can/could devote more of their time to their more complex work if they had more administrative support. Supervisory asks Interim Meeting to approve an average of 11 hours per week of administrative support through the end of 2017. There is already money for this in the budget.

**2017 Budget and Human Resources Costs:** Office of Baltimore Yearly Meeting human

resources costs for 2017 are projected as follows:

| <b>Category</b>                                             |          |
|-------------------------------------------------------------|----------|
| Total Human Resources Costs <sup>1</sup>                    | 747,367  |
| Aggregate Salary <sup>2</sup>                               | 567,754  |
| Employer Portion of FICA Tax                                | 43,433   |
| Benefits, including health care and contributions to 403(b) | 148,397  |
| Employee contributions to health insurance                  | (12,217) |

<sup>1</sup>Includes a full-time, grant-funded position (Outreach and Inclusion Coordinator)

<sup>2</sup>1.2 percent COLA increase and a 1 percent general increase, effective First Month, 2017.

## **TRUSTEES OF BALTIMORE YEARLY MEETING**

The Trustees of Baltimore Yearly Meeting (BYM) met at the 2016 Annual Session and the Interim Meetings in the fall, spring and summer.

### **Catoctin bathhouse project**

Trustees worked with Stewardship and Finance to monitor the expenditures needed to complete the project by the opening of camp in June 2017. The committees and the General Secretary worked together to develop procedures for defining and accepting Friendly loans which were offered by nine individuals and one monthly meeting endowment. Trustees authorized and BYM has accepted \$340,000 in such loans with an average interest rate of 2.33. Payments will be made each year from 2017 through 2022 with the largest value of payments, \$170,986, expected in 2022. Friends are reminded that donations are needed to pay off these loans.

### **Opequon Quaker Camp**

Our current lease expires in 2027. Trustees are monitoring the efforts of the joint working group of the Camp Property and Camping Program committees to assess the financial implications of any steps that the Yearly Meeting might wish to take to be able to operate this successful camping program.

### **Relationship with Friends House (FH) and Friends Nursing Home (FNH)**

At Annual Session 2016, Trustees proposed and BYM approved changes in the FH and FNH bylaws so that BYM appoints only three members of the respective Board of Trustees. These changes reflect the reality that BYM does not control the boards. These two organizations were noted in the qualified opinion of the auditors in 2015; they will not be mentioned in the 2016 audit. BYM Trustees are working with the Board of Trustees of the Miles White Beneficial Society of Baltimore City to gain a better understanding of whether its financial statements should be consolidated with those of BYM.

### **Money Management**

At each meeting we review the status of our accounts with Friends Fiduciary Corporation and our account with Morgan Stanley Smith Barney. The Investment subcommittee works closely with our broker at Morgan Stanley to see what actions need to be taken.

### **Approval of the Audit and the Form 990 filing**

Each year Trustees approve CPAs' audit of BYM's financials and the Form 990 submitted to the IRS.

### **Property within the Yearly Meeting**

Tom Hill has continued his project of creating a comprehensive list of properties owned by BYM or any of its predecessor or constituent meetings. In the past year he has included properties of Friends schools and housing corporations affiliated with BYM or any local meeting.

### **Facilitation**

The Clerk of Trustees hosts a monthly finance teleconference involving the General Secretary, the Development Director, the Comptroller, the Treasurer and representatives of committees with budgetary responsibilities. The goal is to enhance communication and to help each committee and officer meet their responsibilities in the establishment and administration of the annual budget.

## **UNITY WITH NATURE**

The Unity with Nature committee consists of 11 members in addition to representatives from QEW and Friends Wilderness Center. We meet monthly via conference call and in person at Interim Meetings and Annual Session. This method of meeting allows more participation since members are scattered throughout BYM, and also allows us to lower our carbon footprint.

The committee is filled with passion, energy and a sense of the spiritual underpinnings of our work toward a sustainable future. It seems that our “task list” grows and we are mindful of the need to balance this with time for reflection and seeking spiritual guidance.

Prior to Annual Session 2016, we researched effective carbon calculators and developed a brochure of Next Steps in reducing our carbon footprint. (Both are available on our website). The research was necessary to prepare for our request at last Annual Session for friends and meetings to calculate their carbon footprints. In addition, we had two interest groups and a lobby display on calculating carbon footprints. Two of our members also did a workshop with Young Friends based on Joanna Macy’s work: the Work that Reconnects, which was well received. From Annual Session, we followed up with phone calls and emails to local Meetings. We provided links to carbon calculators and copies of the Next Steps brochure. Committee members have developed presentations on “Living in a Hinge Time: Creating a Sustainable Peaceable Kingdom” and on the Call to Calculate Carbon, focusing on the nuts and bolts of doing just that. Both of these presentations have been done at several local Meetings.

In addition, our committee has unified with the following discernments. Our human economy needs to limit carbon emissions to that which nature and technology can sequester (remove from the atmosphere) so that we can safely live in the carbon cycle. Recognizing the limits of the environment and technology’s ability to sequester carbon, we also recognize our need to share the limited amount of safe emissions fairly. This has lead us to the

concept of fair share of carbon emissions, seeking to further our understanding of living in right relationship. From this leading has come a brochure that we will have available for local Meetings as they further their own understanding and discernment around living in right relationship. There will be two Interest Groups sponsored by Unity with Nature at Annual Session this year on these topics. We also are sponsoring two workshops at Annual Session: Sustaining our Spirits in the Natural World and Teach-in on How to be Part of the Environmental Justice Movement: Answering the Growing Call to Act.

We are bringing a plastics disavowal campaign to present at Annual Session this year. Our goal is to help friends realize that even small steps can make a difference. This is consistent with our Next Steps brochure (available on our website) and the belief that we need to move into a more active phase of working to reduce our carbon footprint.

We continue to work on the outreach nature of our task through managing our website and maintaining a Facebook page. We also maintain a listserv and post relevant articles pertaining to the environment. In addition, we have had a number of articles in the *Interchange*.

Our committee is also increasingly led to to act on our faith and belief in environmental justice. We have engaged in the following actions:

- o Sending emails to Maryland legislators urging them to support a fracking ban in the state, later passed.
- o Organizing and participating in the People’s Climate March
- o Signing on to a Sierra Club letter to the EPA opposing reducing environmental regulations without meaningful public input.

These are uncertain and critical times. In our lifetime, this may be the critical moment in our history when action (or inaction) can make a difference. The way forward is unclear – how can we relate to nature, protect our fragile resources and move forward in a sustainable way? Our Quaker forebears, most of whom were farmers, knew first hand their dependence on nature and the need to live in harmony. By the mid 1700’s, John Woolman was challenging us to be mindful of future generations when he said: “The produce of the earth is a gift from our gracious creator to the inhabitants, and to impoverish the earth now to support outward greatness appears to be an injury to the succeeding age.” At no time could his words be more relevant. The task ahead is difficult. We are blessed that our journey is filled with love and support from one another.

For more information, please contact us at: [bymunitywithnature@gmail.com](mailto:bymunitywithnature@gmail.com) or visit our website at [www.bym-rsf.org/what\\_we\\_do/committees/nature/](http://www.bym-rsf.org/what_we_do/committees/nature/)

Respectfully submitted,  
Debbi Sudduth (Goose Creek), Clerk

## **YOUTH PROGRAMS**

The Youth Programs Committee supports the Yearly Meeting’s programs for middle and high schoolers throughout the year, working with Youth Programs Manager Jossie Dowling to ensure that youth conferences have Friendly Adult Presences (FAPs) available and

that logistic and safety issues with the programs are addressed effectively. We met four times this year, at three Interim Meeting days and at the February Young Friends Love Con, and we were grateful to have Young Friends representation at each of our meetings, even when overall committee attendance was small. The adults on YPC see ourselves as advocates for BYM's youth, and we try to amplify their voices in the greater BYM community, and ensure that our youth programs are understood and valued by Friends of all ages.

The Junior Young Friends (JYF) program started off small this year, and the committee confronted the possibility of cancelling the October conference due to low registration, but with Jossie's hard work and support from the committee, we wound up with 18 attendees at the first conference, with some growth at the subsequent three conferences. The average attendance was 20 JYFs, slightly down from last year, with a total of 43 attenders over the course of the school year. The JYF program theme this year was Awareness, and the JYFs had workshops on Consent, Lobbying, Environmental Justice, and Forestry Preservation, all led by generous and dedicated members of the BYM community. In the coming year, the committee will be working on improving outreach to middle schoolers throughout BYM and drumming up more adults to serve as FAPs with this group.

Young Friends (YF) meet five times throughout the school year as a full group, with the Nuts and Bolts Committee meeting three more times to discuss care for the community and issues of importance to Young Friends. Young Friends are self-governing and undertake much of the work of organizing their conferences and setting policy for their community themselves, through the standing Nuts and Bolts Committee, as well as ad hoc committees like Calendar and Handbook. The Calendar Committee had a few setbacks as three conferences had to be relocated from their original advertised locations, but we had an average of 60 Young Friends at each conference, slightly down from last year's 65, and there were an average of 15 Young Friends at each Nuts and Bolts Committee meeting.

Particularly in the wake of the 2016 presidential election, Young Friends sought out workshops to help them grow their awareness and engagement around social justice and human rights issues; topics included: Improvisation, Leadership Roles in Community Organizing, the Dakota Access Pipeline, Gender and Sexuality, Petitioning, and Peaceful Protest. As a result of the work of BYM's STRIDE and Growing Diverse Leadership committees, we saw campers from our Philadelphia STRIDE program at four of our Young Friends Conferences this year. Young Friends are planning new outreach activities, including during camp changeover, to invite new F/friends into their community. YPC is continually inspired by the energy, thoughtfulness, and commitment of our Young Friends to each other, the program, the wider Quaker community, and the world.

Jeanette Smith and Anne Bacon led a FAP training in March, which has given us six newly qualified FAPs to add to our roster, four of whom are alumni of the BYM Young Friends Program, as are both the current co-clerks of YPC. We invite more Friends in BYM to train as FAPs and come nurture our wonderful yearly meeting youth community.

YPC is profoundly grateful for Jossie's continuing work as Youth Programs Manager. It

has been a pleasure to watch her grow from “the new Alison” into a confident and successful facilitator of the JYF and YF programs. The committee plans to explore ways to better support her and her work throughout the year, not just during conferences, and we are excited for another year of working with her.

Annalee Flower Horne and Becka Haines Rosenberg, co-clerks

## **AD HOC FAITH AND PRACTICE PROCESS CLARIFICATION COMMITTEE**

The creation of an ad hoc Faith and Practice Process Clarification Committee (F&P PCC) was approved at Tenth Month 2016 Interim Meeting with this minute:

Baltimore Yearly Meeting establishes an ad hoc Faith and Practice Process Clarification Committee, which is asked to bring forward a proposal for a first reading at Interim Meeting in March 2017 to 1) offer changes to the Manual of Procedure entries relating to Faith and Practice and 2) provide more detailed guidance to the Faith and Practice Revision Committee (F&PRC) on how to approach its work. A second reading of its proposal would come to Interim Meeting in June 2017. If Interim Meeting reaches unity on a way forward at that time, the ad hoc Committee would be laid down, and the Nominating Committee would be asked to bring names for the F&PRC to Annual Session.

F&P PCC membership was open to all who expressed interest. In addition, the Presiding and Interim Meeting clerks recruited additional members to expand the age and regional diversity on the committee. Committee membership fluctuated for the first couple of months then settled to eleven members, including both the Presiding and Interim Meeting clerks.

The F&P PCC was slower getting off the ground than anticipated. Our first meeting was in January 2017, with five additional meetings occurring from late January through July. We met in person at the BYM offices, often with one or more members calling in. Our discussions were spirited, as we had a wide diversity of opinions about faith, practice, and process. We also held three listening sessions in April. To facilitate participation by as many people as possible, we scheduled the sessions across the Yearly Meeting. Two were held in conjunction with Stewardship and Finance Committee’s apportionment meetings at Oxford Friends Meeting and Floyd Friends Meeting. The third was at Bethesda Friends Meeting.

We reported on our work at March Interim Meeting and made some preliminary recommendations regarding the Faith and Practice Committee, including that it be a standing committee with six to ten members and that “Revision” be struck from the Committee’s name. We heard some comments and suggestions at Interim Meeting and received additional ones via e-mail. Interim Meeting asked Nominating Committee to bring the names of six people prepared to work on Faith and Practice to Annual Session

We gave an update on our work at June Interim Meeting and brought suggested language to replace the current description of the Faith and Practice Committee on page 14 of Manual of Procedure. We again heard a variety of comments and suggestions in response to our report and recommendations.

At Annual Session, we will present for approval revised language to replace the current description of the Faith and Practice Committee in the Manual of Procedure. We will also share a set of advices for the Faith and Practice Committee, should it be appointed at Annual Session. The advices are based on the listening sessions, feedback received at Interim Meetings, comments submitted though [fandp@bym-rsf.org](mailto:fandp@bym-rsf.org) and directly to committee members, and our committee's own discernment. We expect that additional comments and suggestions from the floor will be included in the Annual Session minutes.

Having completed the work described in our charge, we ask that the ad hoc Faith and Practice Process Clarification Committee be laid down at Annual Session.

### **AD HOC GROWING DIVERSE LEADERSHIP COMMITTEE**

Our committee has a simple mission – to increase the number and increase the participation of Friends of Color and of Young Adult Friends. The key objectives of our work is for meetings to grow in equity, diversity, and inclusion. While it is simply said, it is not achieved quickly and without thoughtful work and discernment. We are making progress, though.

To review, our committee was formed in 2015 at Annual Session with the goal of expanding on the work of the Growing Diverse Leadership program within our BYM camping programs so that the work would include all the Yearly Meeting. A three-year grant was given to BYM in 2015 to support this work by the Shoemaker Fund. The work of the committee was seen as having three stages – first to collect data about Friends of Color and Young Adult Friends, second to try out programs, and third to assess how these programs are doing.

In the past year, we found it difficult to bring to fruition some of our plans. Members of our committee designed a survey for local Meetings that would provide information about numbers of Friends of Color and Young Adult Friends. Meetings, however, were uncomfortable with the survey for various reasons, and so to date we have not collected as much information as we had hoped to obtain. On the good side, the survey generated very good conversations about the discomfort of collecting and using demographic information among Friends, which feels like a measure of growth in itself. We will continue to work on developing a meaningful way of gathering demographic information that lets us know who is attending our local Meetings and in what numbers, which will in turn help us know how we are growing.

For understanding our Young Adult Friend population better, our committee worked with the Advancement and Outreach Committee to devise a survey for Young Adult Friends, which was given in June. The results of this survey will be available this fall, and we hope will show us how our YAF's have come to be part of BYM, and how they are now participating in BYM.

Focus Groups are being organized for Friends of Color who are part of Monthly Meetings within BYM. These focus groups are meant to be a place where Friends of Color can share their experiences of being part of BYM and share what they hope for their Meetings and

for BYM. The first Focus Group was held at Stony Run Meeting in June, and others are planned for the near future.

BYM's Outreach and Inclusion Coordinator, Dyresha Harris, visited a number of local Meetings to lead discussions about BYM's STRIDE programs and the work overall of Growing Diverse Leadership.

Along with the Working Group on Racism, our committee is encouraging the formation of Action Groups within each local Meeting. These groups would explore ways to reduce the barriers to participation of people of color in their Meetings. Our committee has been looking into resources that we can offer to Local Meetings to support them in their efforts. We have a list of printed resources, and will also seek trainings, speakers, workshops, and other kinds of resources so that Local Meetings can find what they think will work well for their Meetings.

Through the next year, we hope to learn more about multicultural, multiracial congregations, and visit a few to learn how their worshiping communities have achieved equity, diversity, and inclusion. We have found some materials that we find meaningful and will share them with Local Meetings.

And in the next year, we will consider how we can best keep the work on equity, diversity, and inclusion alive in our Yearly Meeting in the future. Should there be standing committees to do this work, or can the work be carried out by committees we already have?

The organization of this committee changed this year, but in the end we affirmed that the original plan for the committee would be best. We have a core committee of Friends who are committed to working on the issues of Growing Diverse Leadership. We also have an expanded committee – a number of BYM committees send ex-officio representatives to attend meetings. The purpose is to provide support for BYM Committees as they seek to grow in equity, diversity, and inclusion. By having committee members attend our expanded meetings, our core committee can serve as a source of support for the committees, and committees can share their wisdom with one another, as committees seek to grow in equity, diversity, and inclusion.

We are looking to all members of Baltimore Yearly Meeting, through your local Meetings and your BYM Committee work, to take some initiative in helping our Yearly Meeting become more diverse in Friends of Color and Young Adult Friends. Read about what we are doing in the coming year, and please join in. And share your experiences with us!

Respectfully submitted by

Marcy Baker Seitel (Adelphi), Clerk

## **INTERNET COMMUNICATIONS WORKING GROUP**

No report received.

## **INTERVISITATION WORKING GROUP**

The Baltimore Yearly Meeting Intervisitation Working Group (IWG) continues its spirit-

led mission to encourage visiting Quakers across the Friends' spectrum and throughout the world. We serve Friends through our "ministry of presence." This simple mission is to be present among Friends, to listen and share in worship and fellowship without agenda.

We are grateful to be in the loving care of Baltimore Yearly Meeting's Ministry and Pastoral Care Committee. They remind us that we are a ministry of the Yearly Meeting and work with us to ensure we reach as many Friends as possible with our gift of presence. We strive to maintain open, fruitful communication and fellowship with M&PC and the other working groups it oversees, and we're especially grateful to our M&PC liaison Tim Hunt for helping enable this communication.

We seek ways to increase opportunities for intervisitation amid a larger and more diverse group of Friends. The working group is aware that the prospect of visitation can be daunting based on commitments of time and monetary resources alone, and we try to alleviate these concerns with what resources we have. We are aware of potential anxieties about meeting with all kinds of Friends, especially when learning what it means to be a Friend can vary widely within our Society. Still, we have always found the fruits of intervisitation to be continually rewarding, and have built longtime, warm relationships with many Yearly Meetings, and look forward to continuing to do so for years to come.

Our traveling ministers continue to visit many Yearly Meetings and Friends' groups in North America and around the world. We strive to use the BYM Meeting Visit Form (<http://goo.gl/atw0Vq>) to create records of our visits. We seek new opportunities to bring Friends from elsewhere to be present with us, and we are especially excited by the eight yearly meetings who plan to send visitors to be with us at Annual Session this year. We plan to host our annual travelers' lounge, workshop, and other activities at BYM's 2017 Annual Session, and were delighted especially by the high turnout at our lounge gatherings last year.

The Intervisitation Working Group is always looking for more Friends to visit, both incoming and outgoing. We especially need companions to accompany traveling ministers. You can direct your questions or let us know of your interest by email to the clerk's email account [bymintervisitation@gmail.com](mailto:bymintervisitation@gmail.com), or emailing the entire committee at [intervisitation@bym-rsf.org](mailto:intervisitation@bym-rsf.org). Of course you're also welcome to speak to any of us at any time!

## **I. Outgoing Visits**

Before traveling, visitors to Yearly Meetings are encouraged to obtain a travel minute from their local Meeting and then have it endorsed by the Yearly Meeting, usually at an Interim Meeting session. After their return, these Friends report to Interim Meeting about their visits. Since we gave our last Annual Report, here are the BYM Friends' travels we have supported:

### **July 2016: Indiana Yearly Meeting (FUM)**

Jolee Robinson visited (for the fourth year in a row!) and Joan Liversidge served as her elder/companion from July 27-30, 2016 at Quaker Haven Camp, Syracuse, Indiana. Joan and Jolee stayed for the Afterglow Worship on Sunday, July 31 with Dewart Lake Friends,

a spirit-led gathering of Friends and neighbors from the camp with music and an inspired message for adults and children from the Pastor as well as waiting worship. Jolee enjoyed reconnecting with many IYM Friends she has made over the last four years. Joan was also able to connect with Friends she has known through participation in FUM triennials and other visits among FUM Friends. IYM's theme this year was *Greatness from God's Perspective*. The annual sessions were joyfully experienced by IYM Friends, individually and corporately, appreciating the peace they were experiencing after the formation of the New Association of Friends and the approval of a revised Faith and Practice in 2015 entitled **Helping Breathe Life into Churches**. Worship sessions with prepared messages, music offered by a gospel family, meetings for business, workshops, delicious camp meals, and fellowship by the lake and elsewhere were some of the activities attended. IYM's Clerk and his wife were visitors for BYM's annual session at Hood College. IYM seemed almost giddy with joy at their spiritual and financial health. They have negotiated an agreement with Barclay University in Kansas to train Quaker pastors, which includes using some of their own pastors who are appropriately credentialed.

### **July 2016: Evangelical Friends Church Eastern Region Yearly Meeting**

Jolee Robinson visited and Joan Liversidge served as her elder/companion from July 24-26, 2016 at First Friends Church and Malone University in Canton, Ohio. This was Jolee's second visit to EFC-ER and Joan's first. The theme of the yearly meeting gathering was *Boldly Embrace the Future*. A Hispanic Leadership Conference preceded the gathering. Jolee and Joan attended the final worship of the Hispanic Leadership Groups on Sunday, July 23. Jolee and Joan participated in worship which was alive with the Holy Spirit through music and singing, attended meetings for business where they approved deep changes to the yearly meeting as a result of 2.5 years of engaging in a process called Reimagine the EFC-ER, attended workshops, witnessed the recording and blessing of new Ministers, and several fellowship opportunities. BYM's role in starting the yearly meeting over 200 years ago was again mentioned by the General Superintendent while welcoming us.

### **July 2016: Triennial of United Society of Friends Women International**

United Society of Friends Women Triennial, held in conjunction with Quaker Men International, took place in Cedar Rapids, Iowa. Jolee Robinson attended. The themes for USFWI was "Glimpses of Joy" and it was truly a joyful event. With the two gatherings, almost 60 Kenyans got visas, a big change over 2013 when only six came. There were two Jamaicans, but the Cuban woman set to come had her visa denied. Messages included "joyfully believing" by a Kenyan woman, "joyfully following" by the clerk of Jamaica Yearly Meeting, "joyfully serving" by an ex-missionary, all inspiring. Bible study, led by Ruthie Tippet, pastor of First Friends Church in Indianapolis, stood out for spiritual depth and humor. The final worship "celebrating joy" was preached by Oscar Lugosa, a Kenyan student at Earlham School of Religion and Georgia Fuller's "son."

### **August 2016: North Carolina Yearly Meeting (FUM)**

Jolee Robinson, Catherine McHugh, and Erik Hanson attended. Our visitors report that the future of that YM is highly uncertain, both in terms of membership and finance. Friends announced before YM sessions that 20 meetings had left and letters from two more announcing their departure were read during the annual session. A proposal to maintain unity was

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taken as approved during the session and sent to the monthly meetings for further discussion, though many individual concerns continue to be shared in smaller group discussions.

### **July 2016: New Zealand Yearly Meeting**

Patti Nesbitt and Michael Conklin attended New Zealand Yearly Meeting as part of their year-long service as Resident Friends in Auckland Friends Centre, during which they offered a ministry of presence to over 500 guests they hosted at the Centre and traveled in the ministry throughout New Zealand to over 15 Quaker communities. They report that New Zealand Yearly Meeting concluded a yearlong review on its structures and priorities. Friends considered a jubilee year to focus on spiritual nurture. The YM consists of 27 disparate worship groups within 7 monthly meetings in a country that is as long and narrow as California. Many of the Quaker communities are as small as 4-6 people, and the largest have only about 40 active members. Nevertheless, New Zealand Quakers have a prophetic voice in the South Pacific calling out for national disarmament, climate change initiatives, and indigenous peoples' rights. As the Paris Accord indicates, that prophetic voice is rippling out to the world. Patti and Michael will report more fully upon their return about their other travels among Friends in New Zealand, Australia, and Europe.

### **September 2016: West Branch Monthly Meeting, Iowa Yearly Meeting Conservative**

While in Iowa for other reasons, Jolee Robinson attended this Meeting with her host family. She believes BYM has a lot in common with this Yearly Meeting.

### **December 2016: New Zealand Summer Gathering, Taranaki, New Zealand**

Michael Conklin, Patti Nesbitt and Kat Habib attended the NZ Summer Gathering which is a fun week of spiritual sharing, community building and playful activities. Michael offered two interest groups - one on FCNL programs and the other on discernment of personal leadings.

### **March 2017: Silver Wattle Quaker Centre, Bungendore, Australia**

Patti Nesbitt attended a week long workshop on Transformations in Life Transitions, following her leading to support Friends in the elder years. She learned more about Friends' witness and struggles in Australia and came to appreciate the power of Aboriginal experience of the land.



New-born "Georgia" and family at Bungoma Monthly Meeting

### **March-April 2017, Kenya**

Georgia Fuller visited Kenya for the 6<sup>th</sup> time and was able to enjoy the benefits of establishing long-term relationships and trust. She consulted on the new Leadership curriculum that Bungoma Monthly Meeting plans to offer in partnership with Friends Theological College (FTC). At their meeting for worship, a newborn girl was presented to the congregation. Georgia, who was missing her own grandchildren, kissed the little girl and fussed over

her. The parents decided to name their daughter “Georgia.”

Georgia also visited Lugulu Yearly Meeting, which runs a satellite campus in partnership with FTC. She encouraged the older students in the program by telling them that she went back to school at the age of 48 and is now 72 years old and still learning. “It’s never too late to learn!!” Georgia also visited Lugari FTC satellite campus. As the only member of the Friends United Meeting Board who was present, she joined the local dignitaries in planting trees to commemorate the event and signed the historical record.

On the FTC campus Georgia visited with the family of Oscar Lugusa. She and her monthly meeting, Langley Hill, have helped send Oscar to the Earlham School of Religion to get his master’s degree. Oscar’s youngest child was born 2 months after he left Kenya for Earlham. His wife named the infant “Georgia.” BYM’s Georgia shared her gold medals from last September’s Northern Virginia Senior Olympics with Oscar’s older children.



Planting trees to commemorate the new FTC satellite campus at Lugari



Oscar’s children, left to right, Georgia, Axel, Jay, and Samuel at the FTC campus

At FTC, Georgia fulfilled a request from the Head Student (student body president) and the General Secretary of Uganda Yearly Meeting for a seminar on writing research papers. She then repeated the seminar for five other students, one of whom decided to name his newborn daughter “Precious Georgia”—pending the approval of his wife. Margaret Amudavi, the Academic Dean at FTC, predicted that BYM’s Georgia is starting a new Kenyan trend.

Georgia taught Biblical Interpretation to a combined class of Diploma 1 and 2 students. She had 18 students of such diverse abilities that on one quiz the top student scored 100% and the last one scored

20%. However, everyone buckled down and passed. The students gave Georgia an appreciation ceremony, complete with Kenyan clothes. She promised to come back next year and teach them Old Testament Texts and New Testament Texts, as long as they do not forget the meanings of “genre” and “hermeneutics.”

## II. Anticipated Travels

### July 2017

Friend United Meeting Triennial, Wichita, KS (See FUM report!)

Indiana Yearly Meeting (Jolee Robinson and Jade Eaton)

Evangelical Friends Church Eastern Region (Jolee Robinson and Janey Pugsley)

Australia Yearly Meeting in Adelaide, Australia (July-August) (Jason Eaby)

Britain Yearly Meeting in Coventry, UK, and local meetings in the UK, Sweden, and Germany (Patti Nesbitt and Michael Conklin)

August 2017

North Carolina YM (Jolee Robinson and Catherine McHugh)



FTC Students Working Hard in the Library

November 2017

Cuba Yearly Meeting (Jolee Robinson and Ray Lane)

**III. Visitors to BYM Annual Session 2016**

Visitors from outside the Yearly Meeting enrich all Friends' experiences at Annual Session. We encourage Friends at Annual Session to interact with them both individually and in our Intervisitation Lounge and other activities throughout the week.

Four visiting Friends came to Annual Session with support from the Intervisitation Program:

- Beth Gorton (Quaker City Unity Friends Meeting, New England YM)
- Stephen and Deborah Howell (Farmland Friends Meeting, Indiana Yearly Meeting)
- Jean Smith, Kaimosi Monthly Meeting, East Africa Yearly Meeting

BYM also welcomed Deborah Rowlands, clerk, and Paul Parker, recording clerk (akin to superintendent or general secretary), of Britain Yearly Meeting. Howard van Breemen of Salisbury Friends Meeting (Philadelphia Yearly Meeting) visited. Jerry Knutson, a joint member of BYM's Monongalia Friends Meeting and Orlando Monthly Meeting in Florida, had his travel minute from Orlando endorsed by BYM. We additionally welcomed visitors from FCNL and FGC, and Carey Lecturer George Lakey.

We are delighted that as of this writing (June 2017), at least 13 visitors from other Yearly Meetings have registered to attend with support from the intervisitation program, with many more planning to attend besides. Final attendance will be reported next year.

**IV. Workshops and our Travelers Gathering**

At 2016 Annual Session, we offered a workshop on the ministry of presence, led by Joan Liversidge and Jolee Robinson. Friends discussed the importance of the ministry of presence in helping form long-lasting relationships between Friends across the Quaker spectrum as well as other ways in which it helps Friends nurture one another with compassionate listening and presence. We also hosted our Intervisitation Lounge from Wednesday through Friday nights, which saw record numbers of attendees (at least 20+ Friends each night), including both visitors to BYM as well as Friends who wished to meet with visitors and learn about the program.

IWG again hosted its annual travelers' gathering in March 2017 to help would-be visitors learn about traveling among Friends, whether for intervisitation, traveling led by another ministerial calling, or simply wishing to meet other Quakers. This year's gathering took place at Richmond Friends Meeting on March 19, 2017, the day after Interim Meeting. Eight Friends attended. We had a get to know you session centered around the question, "What have I learned from listening?" We discussed procedures for obtaining travel minutes and discerning a call to traveling ministry. Ann Venable shared information on BYM's Meeting visit initiative, which provides information to all Friends wishing to visit within the BYM area and provides an opportunity to report on those visits through the BYM Website.

We again found the gathering's timing to be a challenge, and many Friends interested in the idea of the gathering told us they could not attend. While holding this activity on the same weekend as March Interim Meeting has been helpful in the past, we are learning that those who do come to Interim Meeting often feel overwhelmed by the prospect of devoting a whole weekend to Quaker-based activity; furthermore this time often increasingly conflicts with Quarterly meetings and other local meeting activities. We believe the gathering provides useful information to Friends, but are considering alternatives to when to host it.

#### **V. Budget**

Our 2017 budget is \$4,500. As of this writing, \$3,800 has been spent, most of which has been to support visitor registration at Annual Session. Thanks to an incredible surge of responses to our invitation to visitors from other Yearly Meetings, we expect more of these funds will be used for visitor registration, and \$367 will be spent to support outgoing visitors traveling to other Yearly Meetings. In 2016, we spent \$4,522; travelers submitted \$3,325 worth of travel expenses as "in-kind" donations.

We are incredibly grateful for the continued support of the Yearly Meeting for this valuable ministry. This allows us to receive visitors who could not otherwise attend without our support. And while many of our travelers generously cover their own travel or report expenses as tax deductible contributions, we can help support BYM Friends who are led to travel but do not have the personal resources to enable them to commit to this leading otherwise. The work of intervisitation builds bridges between different groups of Friends. It enriches our own spiritual journeys as we learn about those of other Friends. We are deeply grateful we can enable this transformative ministry.

#### **VI. 2016-7 Working Group Members**

Maria Bradley, Linda Coates, Jason Eaby, Georgia Fuller, Beth Gorton (NEYM), Erik Hansen, Joan Liversidge, Janey Pugsley, Jolee Robinson, Rebecca Pickard (clerk), Ken Stockbridge.

### **RIGHT SHARING OF WORLD RESOURCES WORKING GROUP** (under the care of Peace and Social Concerns Committee)

No report received.

## **SPIRITUAL FORMATION PROGRAM WORKING GROUP**

The Spiritual Formation Program hosted a fall retreat at Priest Field Pastoral Center in Kearneysville, West Virginia from 2nd - 4th Ninth Month 2016. Thirty eight Friends from 14 Monthly Meetings gathered around the theme of “Renewing our Connection to Spirit, Practice, and Community.” We enjoyed time for individual reflection and writing, sharing in small groups, fellowship during meals, and walks along the Opequon Creek. Our voices were lifted in song and our times in worship were deep. Friends returned to their Monthly Meetings after the retreat to begin the year in their local Spiritual Formation groups.

At the December meeting of the Spiritual Formation Working Group, we discerned a need to approach our Spring retreat a bit differently than in past years. While our Fall retreats are regularly attended by 40 Friends, Spring retreats in recent years have been about half that size. As Priest Field Pastoral Center can only accommodate us on the Mother’s Day weekend each year, we decided to move the retreat to Shepherd’s Spring Outdoor Ministry and Retreat Center in Sharpsburg, Maryland. We also shortened the retreat to one night, hoping that more Friends could thereby attend. Finally, we designed a new marketing campaign for the retreat that included a printed brochure shared at Interim Meeting in Third Month and a series of email communications coordinated through the Yearly Meeting office.

These efforts yielded a stronger turnout than in past years: 32 Friends from 11 Monthly Meetings gathered at Shepherd’s Spring from 5th - 6th Fifth Month 2017. The staff and setting could not have been more hospitable. Despite the cool and rain, we were warmed by the fireplace in our gathering room and by the nourishing meals prepared by the chef. Our theme of “Living in Unity with Spirit” invited us to deep reflection and worship. We enjoyed time out of doors on woodland and meadow walking paths and at the Heifer Global Village (a teaching site that includes homes and gardens from the many countries where Heifer works). Asked about their experiences through a post-retreat survey, Friends responded favorably to both the new location and the shortened format.

The Working Group is now focusing on new methods of outreach to Monthly Meetings and Friends across Baltimore Yearly Meeting. We have written and designed a new booklet (and other marketing materials) for the program that we will share at Annual Session in 2017. We hosted a session at the Spring retreat expressly for Friends who wanted to begin or renew a Spiritual Formation Program at their Monthly Meeting. We will, once again, host an Interest Group at Annual Session for this same purpose. We know from experience that Spiritual Formation programs thrive in Monthly Meetings where a Friend or two are willing to serve as facilitators. We will, therefore, continue to focus our efforts on identifying and supporting Friends who can serve in this way.

The Clerks of our Working Group remain in communication with members of the Philadelphia Yearly Meeting Spiritual Formation Collaborative, who have expressed interest in joining us for an upcoming retreat. One of our clerks is also serving on the Advisory Committee for the Friends General Conference Spiritual Deepening Program. Through these connections, we hope to continue to share the evolution of the BYM Spiritual Formation Program and to benefit from the wisdom and experiences of other programs supporting the

spiritual nurture of Friends.

We remain grateful for the care and attention provided for the Spiritual Formation Program by the Ministry and Pastoral Care Committee and by the Yearly Meeting staff.

### **SUPPORTING TRANSFORMATIVE RELATIONSHIPS IN DIVERSE ENVIRONMENTS (STRIDE) WORKING GROUP**

No report received.

### **WOMEN'S RETREAT WORKING GROUP**

No report received.

### **WORKING GROUP ON RACISM**

#### **The 2016 BYM Annual Session Workshops**

The Working Group conducted three workshops for the 2016 Annual Session. Phil Caroom of Annapolis Friends Meeting led a workshop entitled “Preventing Incarceration with Services at the ‘Front Door’—Pretrial Diversion.” A workshop led by Alex Bell of Bethesda Friends Meeting, Pat Schenck from Annapolis Friends Meeting and Elizabeth DuVerlie of Stony Run Friends Meeting provided an opportunity for sharing the experiences of BYM Friends at the 17th annual White Privilege Conference. David Etheridge of Friends Meeting of Washington facilitated a “Connecting Local Meetings” session where Friends from various BYM local Meetings shared how those Meetings responded to the proposal to revise the BYM Vision Statement.

#### **Adoption of the addition to the Vision Statement**

At the 2015 Annual Session the Yearly Meeting decided to ask its local Meetings to season a proposed addition to the BYM Vision Statement to state more explicitly that BYM is composed of people of all sexual orientations, racial, ethnic, gender and class groups and that it intends to work to overcome the existing barriers to that vision.

The Working Group sent letters and emails to about 50 local Meetings in BYM and about 20 of them responded. Some Yearly Meeting committees also shared their thoughts. The Working Group then revised the proposed addition in light of that seasoning and presented the result for consideration at 2016 Annual Session. Based on comments made from the floor and a subsequent threshing session, further revisions were made, proposed again at plenary session, and adopted by the Yearly Meeting:

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.

#### **Work on realizing the vision**

The Working Group has begun to enlist local Meetings in an effort to make the revised vision statement a reality. Local Meeting are being invited to identify Friends within their

Meeting who will take on the responsibility for helping their Meeting to lower the barriers to involvement of people of color in the life of the Meeting. The idea is that these local “diversity change teams” can use their knowledge of their own Meeting and the surrounding community and the support of the Yearly Meeting Working Group on Racism to remove the barriers that are currently discouraging people of color from being involved in the local Meeting. To assist those efforts the Working Group has posted a document entitled [Ideas for Lowering Barriers to Involvement of People of Color in our Meetings](#) on the Yearly Meeting website.

### **Workshops planned for 2017 BYM Annual Session**

The Working Group plans to conduct two workshops and an interest group at the 2017 Annual Session.

One workshop will be on Quaker criminal justice advocacy and will explore how Friends can see the “big picture,” maintain a faith-based focus, stick together, and avoid despair. The workshop will include updates on criminal justice advocacy work in the various states where BYM local Meetings are located.

The other workshop will be a “Connecting Local Meetings” session on efforts to lower barriers to greater ethnic diversity. Friends from various local Meetings will meet to connect and share with each other their experiences in working to remove barriers that currently exist for people of color.

The planned interest group will be an opportunity for those of us who attended the 2017 White Privilege Conference to report on what we experienced there.

### **Within the Working Group on Racism**

Before doing other business, the Working Group makes time at its monthly meetings for Friends to share their experiences since the last meeting with respect to race and to share books, articles, films and presentations on the topic of race that have come to their attention.

### **Communications within BYM**

Our Working Group is under the care of the BYM Ministry and Pastoral Care Committee. We meet once or twice a year with that Committee to keep it updated on our activities and concerns and to seek counsel. Marika Cutler, a member of that committee, serves as liaison to the Working Group and attends Working Group meetings. The Working Group also participates actively on the BYM ad hoc Growing Diverse Leadership Committee.

The Working Group maintains a list of Monthly Meeting liaisons who receive a monthly item for their newsletters or other means of dissemination. The Working Group also maintains an email group list for distributing information about our work and resources related to racial justice work to about 120 Friends who have expressed an interest in our work. Additionally, we are sharing with local Meeting diversity change teams the work and experience of other change teams.

Active Monthly Meeting Working Groups on Racism exist at Langley Hill Friends Meeting, Baltimore area Friends Meetings (Stony Run, Homewood and Gunpowder) and Annapolis. Friends Meeting of Washington has an on-going discussion group based on the book, *Waking up White: and Finding Myself in the Story of Race* by Debby Irving. Charlottesville Friends Meeting has a similar group.

## **WORKING GROUP ON REFUGEES, IMMIGRANTS, AND SANCTUARY**

No report received.

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

Our working group engaged in the following activities in the past year.

- Annual Session August 2016
  - Offered Pendle Hill Pamphlet #440 for sale (*Enlarging our Circle of Love*).
  - Provided vegan snacks during one of the Meeting for Business breaks.
  - Offered animal face painting at the All Age Celebration.
  - Filmed Friends talking about their relationship with animals and posted the video on our website. [http://www.bym-rsf.org/what\\_we\\_do/committees/animals/](http://www.bym-rsf.org/what_we_do/committees/animals/)
- BYM Women's Retreat
  - Performed an amusing song during the Coffee House. Posted a video on our website.
- Meeting visitation
  - Margaret Fisher led discussions at two more Meetings (for a total of fifteen so far) and continues to seek invitations to other Meetings.

Members of the working group have demonstrated very limited enthusiasm for meetings or email discussions.

Respectfully submitted,

Margaret Fisher (Herndon), Clerk

### **YOUTH SAFETY POLICY WORKING GROUP**

The Youth Safety Policy Working Group (YSPWG) is established in the Youth Safety Policy and is under the care of Trustees. It consists entirely of ex officio members, some of whom represent the committees and staff members responsible for Yearly Meeting programs that serve youth; the remaining ex officio members represent Yearly Meeting leadership, Trustees, and the Supervisory Committee.

This year, the working group has only met by email. It has received reports from the Camping Program Committee and Junior Yearly Meeting that there have been no incidents in the preceding year to which the Youth Safety Policy applies. Overall, the policy has been working well.

The Camping Program Committee has asked that the working group consider changes to the two-adult guideline in the policy. Along with the Youth Programs Committee, it also asked that we seek legal advice on the transportation provisions in the policy. We received input from our attorneys on both these issues but have not yet had the opportunity to con-

sider changes to the policy on these matters, which we expect to undertake in the coming year.

In addition, last summer, we received suggested revisions from our new attorneys to reflect recent changes in relevant laws. The suggested changes to the policy itself are minimal, and we need input from our programs whether those changes apply to our programs. The most extensive suggestions applied to our appendix summarizing pertinent laws. Before incorporating these suggestions, the working group would like to have an assessment of how these changes might affect our programs. We have heard that our camping programs have kept up with all of these changes and are in compliance with them. However, we have not had a chance to review these effects for all of our youth programs as a working group. So, in the coming year, we will also be doing that and expect to bring these suggested revisions to the wider body.

In the past few years, the routine practices of this working group have been evolving, and we hope that establishing some basic routines will help ensure that we get through our work in a timely way. We have found that any changes that we might propose to the policy really need to be brought to the Yearly Meeting no later than March Interim Meeting so that they can be implemented during the next camp season.

## **YOUNG ADULT FRIENDS**

No report received.

# REPORTS OF AFFILIATED ORGANIZATIONS

## AMERICAN FRIENDS SERVICE COMMITTEE CORPORATION

No report received.

### FRIENDS COMMITTEE ON NATIONAL LEGISLATION

FCNL is developing a college-age “advocacy corps” whose 2016 focus was immigration reform. We also have “advocacy teams” of all ages. Liz Hofmeister is a Maryland leader. FCNL has an Instagram account. FCNL reports they are:

- making progress in persuading Congress not to repeal the Affordable Care Act without a simultaneous replacement that cares for the 22 million people who benefit from that program.
- pushing back on dangerous immigration reform proposals.
- very concerned about the \$54 billion increase in Pentagon spending that President Trump is proposing for next year, with the extra funds coming out of cuts in the EPA, State and other agencies. The US already spends more on defense than the next seven or eight nations combined. <http://www.politifact.com/truth-o-meter/statements/2016/jan/13/barack-obama/obama-spends-more-military-next-8-nations-combi/>

FCNL reminds us: “Congress is the place where we can block some of these dangerous proposals,” some of which have already gotten strong pushback from Capitol Hill Republicans.

- If you wonder what you can do because all or some of your senators and representative agree with you, go to <https://www.fcnl.org/updates/help-my-representatives-are-great-what-now-666>
- Annual Meeting was November 10, 2016, just two days after the election. In conjunction with the event, we had about 180 lobby visits. At the time, there was hope **sentencing reform** could pass in the lame duck session. Speaker Ryan was working quietly to make that happen, but it did not.

**Climate change:** The bipartisan climate caucus in the House had 10 R and 10 D members, reflecting a deliberate attempt to keep the numbers even. Terrible environmental amendments were passed last summer. Up to 40 Republicans voted against these provisions and got almost entirely positive feedback from their constituents. However, carbon tax advocacy played a significant role in Rep. Bob Inglis's (R-SC) primary defeat, after which he commented, “It's a dangerous strategy, to build conservatism on information and policies that are not credible.” It is not clear that we can protect the Paris agreement, because Obama kept it out of Congress's hands. A letter to Paris saying ‘the Paris agreement is not US policy because Congress didn't approve’ was signed by just 13 senators. The Clean Power Plan is also an executive initiative which the President can reverse. Republicans are expected to feel pressure from the growth of renewables. “We aren't exporting energy any more,” and farmers are getting checks for power companies renting their property (e.g. for wind farms). Renewables are a major and growing source of employment. Last year, renewables accounted for 15% of US power generation.

**Nuclear warheads and defense spending:** The US and Russia continue to implement the NEW Start Treaty. We blocked shipping lethal weapons to Ukraine. Obama was the first sitting president to visit Hiroshima. The number of nuclear warheads is down 85% from the peak. Key issues:

- (1) Need to stop nuclear modernization plans which could cost \$1 trillion over 20 years.
- (2) Normal relations with Russia is prerequisite for further nuclear reductions – a possibility with Trump but would not have been a possibility with Clinton.
- (3) North Korea: US policy has been a 'complete failure' but what to do is not clear.
- (4) William Perry (Clinton defense secretary) says that, because of non-state terrorist actors, there is now a greater risk of nuclear detonation than during the Cold War.

Other nations would not go along with the US opting out of the multinational Iran deal.

**Middle East:** In **Yemen**, one in three Saudi bombs hit civilian targets. In November we were told that the US provides the Saudis with diplomatic support, military training and sales (bombs), refueling and logistical support. But civilian casualties are excessive because they ignore US advice. Recent reporting makes clear that Trump, contrary to some of his campaign statements, is ramping up our military operations in Yemen.

To solve the **Syrian** problem, we need diplomacy with Russia and Iran. Sanctions have enabled the most notorious black market of all times; Putin is emboldened, not suffering. Our arms just fuel human rights violations or end up in the hands of Isis. We need Russia to press Assad to improve his behavior, as happened with chemical weapons.

The vast majority of U.S. legislators who supported the **Iran deal** were re-elected. Those who lost did so for other reasons. Some deal opponents lost. Congress must approve the Iran deal before its seventh anniversary, meaning 60 votes in the Senate and a majority in the House.

**The Ed Snyder Award** was presented to Sen. Edward Markey (D-MA), the longest-serving U.S. legislator from New England. He has been a strong supporter of:

- a clear nuclear “no-first-use” policy,
- work to address climate change (including the Waxman-Markey bill a.k.a. [The American Clean Energy and Security Act \(Waxman-Markey Bill\)](#) which the House passed 219-212 on June 26, 2009), and
- ratification of the comprehensive test ban treaty. He opposes the costly modernization of our nuclear weapons.

There were also excellent presentations on race relations and by this year's impressive group of young legislative associates (formerly interns).

Contributors to this report include Ross Capon and Liz Hofmeister from Bethesda Friends Meeting. BYM representatives to FCNL appreciate the opportunity they had to learn about

these and other issues at the FCNL Annual Meeting in November 2016, immediately after the election: Rosalie Dance, Deanna Meyer Boyd, Marion Ballard, Tom Gibian, Susan Griffin, Byron Sandford.

## FRIENDS GENERAL CONFERENCE

Every year Quakers from the United States and Canada join together to worshipfully do work for Friends General Conference (FGC). We are the FGC Board, more commonly known as Central Committee. We meet at the Pearlstone Retreat Center in Reisterstown, MD for a long weekend in late October. Delicious Kosher meals, comfortable beds, and beautiful surroundings support us in our work. Business sessions are interspersed with committee work; the morning starts with the options of singing or worship sharing. One representative from our Yearly Meeting also joins with committee clerks, and a few at-large members three times a year to make time-sensitive and personnel decisions as part of the Executive Committee. This report centers largely on the work we did in October 2016. It is supplemented with non-confidential information from Executive Committee Meetings held in September, January, and May.

There were a combination of joyful committee reports and hard decisions as we worked. During introductions, we were asked to each share a prayer for our time together. There was a beautiful array of things said.

Barry Crossno, our General Secretary, shared that the last eighteen months had been painful for him because there had been dismantling rather than building, due to right-sizing of our budget. Now that we've cut 20%, it is time to rebuild within our current parameters. He sees an enormous amount of commitment within our organization and believes that what we're called to do needs to be done well. As I heard proceeding reports I felt the commitment, loyalty, hard work, and dedication of both the staff and volunteers within FGC.

Many of the reports and decisions were straightforward and accepted with a few comments or suggestions. The Finance Committee has very low membership, and is actively seeking Friends with an interest in helping. If you wish to participate in the Finance Committee, please let your voice be heard.

The Committee of Nurturing Ministries has come out with a new program: *The Spiritual Deepening Program*. Hundreds of Friends have helped in the conception and development of this program, which is geared to both children and adults. The exercises are meant to build community and teach through art, music, dialog, and role playing. There's a webinar to train small group leaders. Each unit has three components: Grounding, which delves into Quaker roots; Sharing, where you listen and share stories; and Practice, in which you learn new ways to connect with what is holy. The Spiritual Deepening Program is going well. Three hundred people have participated in this e-learning experience. Some of the participants are new to Quakerism and have been led to local Meetings. We did an exercise from the program called *Good Seed*, which is based on an Isaac Pennington quote. After reading the passage, we were asked to draw the seed in our heart, as we saw it, and then share in a small group about our picture. When we reassembled, comments about the exercise included affirming, liberating, clarifying, a stretch, and connected.

We were led in two other interactive exercises during our time together. First, the Diversity Committee had us place FGC on the *Continuum on Becoming an Anti-Racist Multicultural Institution*. We then reconsidered our responses after using *Facilitating Progress Through the Stages of Multicultural Organization Development*. There was small group discussion after each part. Later, the Committee on Discernment and Priority Planning led us in a visioning exercise. We were asked to name the most significant need or concern in our Monthly or Yearly Meeting and discuss it with a partner. We were then asked how FGC could support our Meeting in addressing this need or concern, and we discussed our response with a different partner. Our responses, which were written on stickies, were posted on the wall and then collected for use by FGC.

There was deep and emotional discussion around the issues of racial profiling and harassment at the 2016 Gathering. In response, the site selection committee was immediately reconstituted so its membership is largely People of Color, with the expectation that it will facilitate finding a Gathering site that feels safe to all Friends. Also, Central Committee came to unity on the idea of doing an Institutional Assessment. As of July 2017, approximately \$62,000 was raised for the Assessment, but contributions are still welcomed. Some of the funds will be used to pay the expenses of Friends who would otherwise be unable to participate. Between July and October, 20% of the contributions were from Friends who have never contributed to FGC before; I don't have more current statistics.

*Crossroads* was chosen to lead us in the work. This organization was started by the Lutheran Church and has worked with many schools and faith communities. AFSC worked with them, and Philadelphia Yearly Meeting is currently using their services. They will do an initial three-day training with 60 people at Stony Point Conference and Retreat Center from November 17-19, 2017. Their model is one of participation. They will teach us how to use tools of assessment and then will be present to support us as we do the assessment and write the report. This training will give us the tools to address the concerns that are specific to us. Marvin Barnes and Carolyn LeJuste, who are clerks of the working group that is involved in coordinating the assessment, stressed that there are concerns for all people of color, not just African Americans. This includes Latinos, Asians, and indigenous people. Many of the participants are yet to be picked. There is a desire to have diversity of age, race, and region. A document to give background information to all FGC Friends is being prepared. There was an interest group at the Gathering, and periodic updates will be included in *Vital Friends*.

The Communications Committee shared that they want to help Friends collaborate without travel by enhancing conferencing capabilities. It is working to develop consistent and coherent communication using social media, audio, and video. Now subcommittees and working groups can meet using a combination of WebEx and Conference Calls, with Friends participating from the comfort of their own homes. The Quaker Cloud has had a difficult adolescence, but it is growing up. A backlog of issues has been resolved and subscriptions have grown. A number of Meetings, especially smaller ones, are very enthusiastic about it. We came to unity to accept a large grant that will further develop and expand Quaker Cloud's capabilities.

A working group reported on their year studying options for reformatting the structure of Executive Committee and Central Committee in order to enhance our work. The presented proposals would make major changes. There were many unanswered questions, as well as concern about doing this at the same time as the Institutional Assessment. The working group was thanked for their hard work. No unity was reached on whether or not to proceed with their proposals.

*Playing in the Light* has come out with four new stories: Margaret Fell, Elizabeth Fry, John Woolman, and Images of God. They are available as e-publications through QuakerBooks of FGC; a revised book will be published by the end of the year.

This summer's Gathering was held from July 2-8, 2017 at Niagara University in Lewiston, NY. The theme was *Ripples Start Where the Spirit Moves*. Next year's Gathering will be held at the University of Toledo in Ohio from July 1-7, 2018, with the theme *The Power of Truth*.

Some of the Friends of Color are able to attend meetings, the pre-Gathering, and the Gathering through the support of the Bayard Rustin Fund. This fund was started with a generous grant from FLGBTQC (Friends of Lesbian, Gay, Bisexual, Transgender, and Queer Concerns) to enable Friends of Color to attend events that otherwise might be unaffordable. FLGBTQC continues to support it with half the proceeds from their summer auction, but support from others is needed as well.

As our work at Central Committee drew to a close, we learned that Grass Valley Friends Meeting in Nevada City, CA, which had asked to directly affiliate with FGC, had been found clear to join. We enthusiastically accepted them into our folds.

It is an honor to serve on both Central Committee and its Executive Committee. Please consider whether you might be led to serve Friends General Conference in this way. Terms start in October and last for three years. There is a special interest in having High School students contributing to this work.

Linda Goldstein

On Behalf of the BYM Representatives to FGC

## **FRIENDS HOUSE RETIREMENT COMMUNITY**

A Friends House resident described Friends House as a “clothesline community.” This resonated with staff, who often walk through the community with prospective residents as laundry is flapping in the breeze, before God and everybody. We like this. It give us an opportunity to ask prospective residents if they have visited any other retirement communities where laundry lines are allowed. This is just one small illustration amongst many that add up to a big difference at Friends House. As a Board member said, “Everyone says their community is unique, but Friends House is really unique.”

### **Campus Renewal**

The staff, residents and the Board continue to make progress on the campus renewal pro-

cess. This year we received approvals from the Park and Planning Commission for the master plan and from the Maryland Department of Aging. With these approvals, we have begun to work with builders on the building plans. We should finally have concrete information about the new homes this fall.

Even without the basic price and floor plan information, the response to new development has been heartening. Eight members of the Baltimore Clayworks group have joined our Circle of Friends waiting list. They have been speaking with Jordan Taylor, art teacher at Sandy Spring Friends School, about collaborating with their ceramics program. At an information gathering of potential residents, some participants started exchanging contact information so that they could form spiritual friendship groups that would help them ease their transition into the community. It was a humble reminder of the irrepressible force of community that has flowed through Friends House for generations.

The Board of Directors led strategic planning groups in discussions about the life of the community. They engaged residents, staff and future residents in discussions about:

- Wellness and Physical Exercise
- Community Building Activities
- Links to the Outside Community
- Intellectual and Spiritual Growth Activities
- Aging in Place

### **Life at Friends House -**

The Resident's Association became incorporated as a non-profit this year and is now known as the Friends House Senior Association. This change in status will aid them in their fundraising efforts at the Elephant Shop. The Friends House Senior Association – Wellness Committee added two levels of yoga, Bone Builders exercise and weekly trips to the swim center to the many existing wellness activities at Friends House. The Aging Well with Friends program received a fourth grant to fund a staff position to help connect residents to services, with the Friends House Senior Association as our strongest partner.

We continue to collaborate with Sandy Spring Friends School in delightful ways: This summer, residents of Friends House and students of Sandy Spring Friends School are reading *Loving vs. Virginia*. In the fall both groups will come together for a panel discussion of the book. A couple from Friends House is on the panel. The Lower School students performed plays and the and Upper School Students lead tech cafés, where Friends House residents brought their phones, tablets, lap tops and even a desk top computer and students coached them on a number of processes. We have developed community partners as well, adding, in particular, wellness and transportation services.

Staff, the dining services company and residents also worked together to earn the Montgomery County 2017 Multi-family Property Innovative Waste Reduction/Recycling Programs – Gold Award.

Other staff achievements include a near perfect review of the Skilled Nursing Facility, by the state surveyors. There were only two tags for the facility, neither of which were con-

nected to nursing care. Through many challenging changes in regulations, Friends House has maintained high quality of care ratings with the Maryland Department of Health and Mental Hygiene.

Alongside the many bright and hopeful changes at Friends House, the landscape is changing in affordable housing and health care in ways that threaten the very lives of seniors throughout the United States. Staff members have assumed an active role in advocacy through organizations such as Leading Age and the Montgomery County Commission on Aging in an effort to keep the future bright.

### **FRIENDS MEETING SCHOOL**

Friends Meeting School once again ended its fiscal year with a small surplus. We are grateful for the careful financial stewardship of head of school Mara Nicastro, and the generosity and commitment of our school community. We graduated three seniors this year, all college-bound. Our enrollment is growing again, having recovered from the slump that accompanied the Great Recession. We will have about 85 students next year, from kindergarten through twelfth grade.

Quaker testimonies of peace and equality are central to the mission of Friends Meeting School. We are actively seeking to increase the diversity of our already diverse student body and to find ways to expand our international student program. We have introduced a “Restorative Resolution” program that trains student mediators to resolve conflicts among their peers. The “Student Peace Awards of Frederick County” program, under the guidance of Friends Meeting School, is now in its third year. Twelve high schools in Frederick County participated in 2016-2017, and our list of sponsors continues to grow. The awards ceremony in May focused on exploration of the question of “What is Peace,” and gave each awardee a chance to speak of how their experience of service has shaped their plans for the future.

Environmental stewardship is also a major focus of activity. Friends Meeting School is developing a small farming program to teach students about hydroponics and sustainable agriculture. We have received a generous grant from the Miles White Beneficial Society to host a Quaker farming conference this coming fall. The Middle School students have organized a “Great Garden Heroes” program that will help support local food banks. The opportunity for students of all ages to enjoy and explore our fifty-acre campus is an important part of learning at Friends Meeting School.

The Friends Meeting School Board of Trustees now numbers eleven, including six members of the Religious Society of Friends. The Board has just undertaken a strategic planning process that will support the growth of the school over the next five years. FMS is deeply committed to Quaker values, and offers an education that nurtures mind, body and spirit. We are proud to represent Baltimore Yearly Meeting In support of this work.

Deborah Haines (Alexandria) and Peirce Hammond (Bethesda)  
BYM Representatives to the FMS Board

## FRIENDS PEACE TEAMS

Dear Friends,

I was appointed at Annual Session on August 2016 to serve as Baltimore Yearly Meeting representative to the Friends Peace Teams Council, succeeding Barbara Thomas (Annapolis), and have since been engaged in my continuing orientation to this active and inspirational international Quaker mission. I was substantially assisted in preparing this report by Adrian Bishop (Baltimore, Stony Run), who has served several years as an at-large member of the FPT Council. We will seek to provide an overview of the organization and brief review of its most recent activities.

On behalf of Friends Peace Teams, we want to first thank you for your support, both spiritually and financially. As described below, our peace work has intensified during this past year while we have retained new leadership in two of our initiatives and implemented changes to our governance and infrastructure. Our work is dependent on your contributions of time, interest, presence, spirit, and revenues. We honor our many volunteers and partners at home and abroad who help us promote peace.

Friends Peace Teams, Inc. (FPT) is a not-for-profit corporation initiated in 1995 by Friends from several U.S. Yearly Meetings to promote social welfare, peacebuilding, healing and reconciliation through its work to develop long-term relationships with communities in conflict around the world. FPT seeks to invite, challenge, and empower individual Friends and Friends' meetings and churches to participate in spirit-led peaceteam work locally and internationally.

Among other activities, FPT organizes peace teams, promotes participation by Friends and others in peace teams, and helps local Friends' meetings and churches engage in peace work. FPT organizes and provides training, workshops and conferences, makes presentations, develops and distributes materials, and conducts fundraising to support its national and international work.

FPT activities overall are conducted under the auspices of the FPT Council, a governing board of representatives appointed by Yearly Meetings and other interested members appointed at large. Australia Yearly Meeting joined FPT in 2014 and has a representative on the Council. Our current co-clerk and assistant clerk are Tom Martin (Intermountain Yearly Meeting) and Nancy Shippen (New England Yearly Meeting). The Council has recently established a Governance Committee to lead in the review and revision of its governance policies and standards, especially regarding financial authority and responsibilities to assure transparency and accountability in all national and international activities while honoring FPT's decentralized structure for implementing its international initiatives.

The Council meets annually at one in-person business meeting (called "Face to Face") and monthly by phone and internet. Since 2013 the Face to Face has been followed by a one-day PeaceQuest of workshops and presentations describing and celebrating FPT's peacework around the world. We held our 2017 Face to Face and PeaceQuest on May 18-

20 at Wellesley Friends Meeting (Massachusetts), and will hold next year's meetings at Nashville Friends Meeting (Tennessee) in March 2018. We encourage everyone interested in FPT to attend and participate.

Currently FPT has three international programs or "initiatives:" African Great Lakes Initiative (AGLI), with activities in Burundi, Rwanda, Kenya, and Democratic Republic of Congo; Asia West Pacific Initiative (AWP), working in Indonesia, the Philippines, South Korea, and Nepal; and Peacebuilding en Las Americas (PLA), active in Colombia, Guatemala, El Salvador, and Honduras. Each initiative is managed by its own Working Group of volunteers under the oversight and governance of the FPT Council. Their programs are guided by local partner organizations and include workshops, support groups, and educational gatherings about the effects of trauma and conflict on personal and community relationships; and all programs teach peaceful ways to resolve these inter-related problems. Detailed information on each initiative can be obtained at FPT's website (below), including contact information for the initiative coordinators.

The African Great Lakes Initiative (AGLI) continues its work in Central East Africa: Burundi, Rwanda, Kenya, and Democratic Republic of Congo. This includes (among other projects) Healing and Rebuilding Our Communities (HROC), Friends Women's Association's Clinic in Burundi, the Alternatives to Violence Project (AVP), and mediation training. David Zarembka, the founder of AGLI, resigned in August, 2016 and has been replaced by David Bucura, a Rwandan resident and longtime volunteer. AGLI is seeking a US-based person for outreach.

HROC (pronounced HE-rock) is a three day experiential workshop modeled on AVP that deals with the personal and community trauma from the violent conflicts in the region. There is a basic workshop with a follow-up day and a community celebration, plus an advanced workshop and training for community "healing companions." AGLI operates HROC in Rwanda, Burundi, Democratic Republic of Congo (DRC) and Kenya. Recently AGLI has enabled Catholic Relief Services to provide HROC in the Central African Republic and DRC and groups of Mennonites and Brethren in Nigeria.

The Alternative to Violence Project (AVP) provides three-day experiential workshops that empower participants with tools for non-violent means of resolving conflicts. There are three levels of AVP training—basic, advanced, and training for facilitators.

AGLI also provides "Transformative Mediation" trainings across the region with the basic premise that the conflict is due to broken relationships that need to be repaired or "transformed." Consequently the disputants themselves, rather than the mediators, determine the resolution that all parties must agree upon.

The Friends Women's Association Clinic is a medical facility in Kamenge, one of the poorest slums in Bujumbura, Burundi. The staff includes a doctor and nurse and the clinic focuses on HIV+ women from the neighborhood while also giving basic medical treatment to the general population.

Several AGLI activities rely on Extended Service Volunteers (ESVs), which are place-

ments of three months or more for individuals who wish to be involved more extensively in one of AGLI's programs. Some ESVs serve for one year or more.

Friends Peace Teams Asia West Pacific Initiative (AWP) engages with peace workers in Central Java, North Sumatra, Aceh in Indonesia; Manila, Tagbilaran City, and Davao City in the Philippines; Seoul, Korea; and Kathmandu, Pokara and Bhutanese camps in Nepal. AWP also maintains a concern for peace workers in Palestine, Israel, Afghanistan, Chechnya, Ukraine, New Zealand and Australia. As its peace-work follows the calling of its volunteers, in 2016 AWP actively worked in Nepal, Indonesia, the Philippines and Korea supporting nonviolence, peace, trauma healing, conflict transformation, and social justice advocacy for communities recovering from civil war or religious violence.

AWP completed earthquake relief activities in Nepal in 2016 and provided a grant to Peace Place in Central Java to expand its training center and school. It is continuing to develop and support pre-schools, after-school programs, and parent, family and teacher training based on peace and nonviolence throughout its international service areas. *The Power of Goodness: Art and Stories for a Culture of Peace*, edited by AWP Co-Coordinator Nadine Hoover and published in 2016, is a collection of short stories from the lives of real people who chose nonviolence and is accompanied by illustrations by young artists. The book serves well for religious education and workshops across a broad age level.

Peacebuilding en las Américas (PLA) has more than ten active peacebuilding and trauma healing programs in Colombia, Guatemala, El Salvador, and Honduras. PLA provides grassroots solidarity, tools and hope to those most discriminated against and marginalized throughout this region. 2016 marked an important year for the continued sustainability of PLA's programs. After 13 years of volunteer service, Founding Coordinator Val Liveoak retired, continuing as an advisor to the new team of Monica Maher, resident of Ecuador, Initiative Coordinator; Allie Prescott, Communications Specialist and Andy Cross, Financial Specialist. During this transition, the new team focused on growing and solidifying relationships with in-the-field facilitators, coordinators, and volunteers who have passionately supported and facilitated workshops and other training activities for years.

In 2016, each of PLA's programs focused work with at-risk youth, teachers, war survivors, former and active gang members, prison personnel, indigenous communities and grassroots leaders. Some program highlights include: the first ever workshop in a Mayan Language in Guatemala; trauma healing workshops in El Salvador with female war survivors who have disappeared relatives; workshops that empowered women in Afro-Indigenous and Indigenous communities defending their land rights against illegal development in Honduras; workshops that provide rehabilitation for former gang members and prisoners in a Honduran Prison; and workshops with victims of violence as well as demobilized guerrilla and paramilitary fighters in Colombia during the historic signing of the Peace Accords. PLA is currently providing AVP training to police in Guatemala City and other areas of that country.

In support of its national and international activities, FPT has a two-person part-time staff: Administrative Specialist John Kintree and Communications Specialist Hayley Hathaway,

with its central office at 1001 Park Avenue, St. Louis, MO 673104, (314) 588-1122. Current information on FPT services and activities can be found on its website, [www.FriendsPeaceTeams.org](http://www.FriendsPeaceTeams.org), including how to volunteer for our national activities and international initiatives, make financial contributions, and otherwise support our work. It is important to note that FPT's total annual budget in fiscal year 2016 for domestic activities and international initiatives was \$349,346 (\$36,878 for domestic expenses and the remainder for international initiatives), which funding was almost entirely provided through contributions from Quaker meetings, churches, and individuals.

We will have a FPT display table at each BYM Annual Session. Please take information back to your Meetings and encourage discussions on our work. I encourage you to talk to Adrian, Barbara and me if you have questions about Friends Peace Teams, including how your meeting and members can become involved in its national and international peace-work.

Bob Rhudy (Patapsco)

### **FRIENDS UNITED MEETING**

This is my personal report after having served three years as your representative to the General Board of Friends United Meeting. Your other current representative is Walt Fry. I will discuss two interrelated observations in this report. The first is how FUM is slowly changing regarding diversity. The second is my teaching in Kenya.

FUM has been steadily evolving over the last nine years, for which I again thank our former Board representatives, Howard Fullerton, Rich Liversidge, Mary Lord, J.E. McNeil, and Riley Robinson (who just finished his eighth year of service to FUM). Walt Fry and I have worked hard to consolidate and build on the clarity and good-will that our former BYM representatives helped to bring to the organization. FUM is not yet where we, as a yearly meeting, would like it to be. But I think this is true of every yearly meeting and association in the United States and Canada. However FUM has reached a good level of stability and productivity in terms of administration, finances, and service.

I have two stories to share. First let's remember back to 2002 in Nairobi, Kenya. Our Presiding Clerk had been asked to lead a Worship Group at the FUM Triennial. Unfortunately, his acceptability was questioned because he was a gay man in a committed relationship. Because of this, he did not lead a Worship Group in 2002. News of such gross disrespect toward our much respected and beloved Clerk hit us like a ton of bricks. As a yearly meeting we were overcome with pain, anger, and confusion.

Now let's fast-forward to 2017. The FUM Triennial, which just ended, was held in Wichita, Kansas. Worship Groups were replaced by Anchor Groups and scheduled for three afternoons, Thursday, July 13 through Saturday. Last April, our recent General Secretary, who is also a gay man in a committed relationship, was asked to lead an Anchor Group. He said "yes" without thinking, because he supports Friends whenever he can. A few hours later, he remembered 2002. He suggested that the Anchor Group Coordinator should check to see if his leadership would be acceptable. She immediately talked to the Presiding Clerk of FUM. He is also a pastor. What did he think?

The Presiding Clerk belongs to a small yearly meeting, composed of seven churches and meetings. The church he pastors is also affiliated with Evangelical Friends International. Seven or eight years ago he had come to our Annual Sessions as a guest of our Intervisitation Program. He had jokingly told us that we were the very Quakers his parents had warned him about. In 2017 his wife was the Presiding Clerk of his yearly meeting. His response to the concern of the Coordinator of the Anchor Groups was that if anyone at FUM complained about our former General Secretary leading a Group, his yearly meeting would stand with our former General Secretary. End of discussion. End of concern. And so it happened.

From July 13-15, 2017 our former General Secretary led his Anchor Group on three afternoons at the recent FUM Triennial. Lightening did not strike. Later in the evening of July 13th there were thunderstorms in the vicinity as the clouds gathered to break the 102° F heat wave we had been suffering. I did hear thunder in the distance during our plenary, but no lightening struck near the campus, neither that night nor the next two days. And the nearest earthquake was in Oklahoma. Change has occurred within FUM—modest change, but more importantly, healing change. Can we change in our attitudes toward other Friends?

Here is my second story. In 2016, also as part of our Intervisitation Program, I visited with the FUM Presiding Clerk at his yearly meeting and attended his evangelical Quaker church. Afterward he and his wife took me to brunch before driving me to the airport for the journey home. The discussion got around to the subject of sexual and gender diversity. The Presiding Clerk reminded me that his yearly meeting, composed of pastored churches and unprogrammed meetings, had more theological diversity than we do in Baltimore. He said, in a questioning way, not in a challenging way, “Georgia, BYM just spent 10 years rewriting your Faith and Practice but you couldn’t come to unity on the draft. Can’t you give us more time?”

So Friends, can we give other Quakers more time? Our East African Friends, in particular, need more time. I am both grateful and proud to represent a Rainbow Yearly Meeting. Can we trust that our lived reality is so deeply rooted in the Light and has so permeated our being, that we can wait in living, loving witness to all of God’s Creation? Can we especially stand up, as an affirming and welcoming presence, for the lesbian, gay, bisexual, and transgender Friends who live in yearly meetings that are not welcoming and affirming? Our “witness of presence” is needed. Hostility still lingers, even within the FUM General Board. We have members who simply will not look at their colleagues on the General Board who are known to be gay or lesbian. The fifteen years since 2002 has brought us much hope but not perfect harmony.

The early Quakers were evangelists. We have records of them bringing a person to the tipping point of conviction—but then backing off. They did not believe that their work was to convert someone else. They felt that the notion of conversion was inadequate because the push for conversion is external. They firmly believed that their work was to bring someone “to the Inward Teacher and leave them there.”

Our Quaker ancestors believed that true conviction must come from within. Conviction is partly a matter of the heart. And frightened hearts can only open slowly and only in

an atmosphere of love. This is especially true of our Friends in Africa, who have suffered from centuries of Western colonialism and post-colonialism. Down through the generations they have acquired a reflex. Based on their own experience, their instinctive reflex is to oppose Western ideas about what is right and wrong. Think of the ideas they get about us from our movies and television shows.

I believe that if we want other Friends to be more open and accepting, we have to model openness and acceptance for them and to them. They are part of our Quaker diversity. First we have to live the change we desire for others. We have to "preach with our lives," as the early Friends did. God has brought us together in a way that gives us the freedom and privilege to show the wider Quaker world that the change we embody, in being a Rainbow yearly meeting, is loving, joyful, and profitable to our souls.

Friends United Meeting is moving away from the colonial missionary model and toward a global partnership. Almost 90% of the members of FUM live in East Africa. Does our witness to inclusion burn fiercely enough that we are willing to bear this burden for as long as it takes for LGTB Quakers in the rural areas and small towns of the United States and East Africa to live and worship as freely and joyfully as we do here in Baltimore Yearly Meeting? I firmly believe that the discriminatory personnel policy of FUM, left over from 1988, will change. Perhaps it will not change in my lifetime. And if this is the case, I ask that you include this firm conviction in my memorial minute.

Now let's move to my second topic for discussion: Why do I teach in Friends Theological College in Kenya? On a personal level, teaching at FTC is a vital part of my life. I am convinced that God has been preparing me for this ministry for the last 55 years, ever since 1962 when I was an exchange student in Indonesia. As a teenager I learned to adjust to mosquitoes, third-world plumbing, lack of electricity, and different cultural values. On a community level, East Africa is a looming present reality for Quakers. About 250 Friends registered for the Triennial that was convened last month. About 50 of these were from Kenya. The 2020 FUM Triennial will be in Kenya. We will probably find the numbers reversed. Perhaps East African Friends will comprise 80% of the attendance and we European Americans will be the 20% minority.

East African Friends also give us a picture of our future. Just look at the numbers. Over 40% of Friends world-wide live in East Africa. As Friends we have a testimony to equality. If we live out this testimony within our own organizational structures, we can anticipate that by the year 2070, over 40% of the leaders in the Religious Society of Friends will come from Kenya, Uganda, Tanzania, Rwanda, and Burundi. If we want a significant place for our children and grandchildren in the Quaker world, we must engage with East Africa. Today a logical place to engage our future is at Friends Theological College in Kenya. FTC has students from Uganda and Tanzania. It sends teachers to Rwanda.

I believe it is vital that we engage with Friends in East Africa. If we do not, our brand of Quakerism will become overshadowed and quaint—perhaps only a footnote in the year 2150 when a new Quaker history is written. Not only will our children's and grandchildren's spiritual home be poorer for being so marginalized, but the Quakerism of 2150 will

also be poorer. It will be poorer because we have an important portion of Light to offer other Friends. I believe this and I hope you do too. One important place to offer our perspective and vitality is at Friends Theological College.

Some of us have allergic reactions to certain words—for example “pastors” and “Christianity.” This is largely because we only understand these words in terms of our own culture and personal experience. At FTC I teach in the intensive program that is offered when the public schools are on vacation. The students who come have been pastors for 10, 15, and even as much as 40 years. Generally they only have a high school education. Their gifts have been recognized and tested by other Friends, not by an academic examination or a bishop. They come to FTC because they want to be better servants for Christ. Being a pastor in Kenya is not a lucrative career move. The pay is about 20%-35% of a living wage.

In other words, pastors in East Africa are not professional church leaders. They are multi-vocational. They all have one or two other jobs. They might be teachers or government workers or they might run a little stall in the village that sells airtime for cell phones and internet. More than likely a pastor or his or her spouse also tends their own small farms to provide food and needed income for their families.

Let’s look at the word “Christian.” The ideal of what it means to be a Christian Quaker is also a little different in Kenya. In a Christian Quaker family, a husband does not beat his wife or his children. While polygamy is accepted in the wider culture, it is not accepted among Friends. Boys are circumcised under more sanitary conditions. Women have more equality. There were 19 pastors in the class I taught last April. About 60% of them were women—some quite young and some middle-aged. Of course, Kenyan Quakers, like the rest of us, do not always adhere to the ideal. This is why it is important to train pastors. Training gives Quaker pastors more confidence to be strong teachers, elders, and promoters of Quaker values.

Perhaps the most important thing I offer at Friends Theological College is respect for the experience which our African Friends have gained from having lived their understanding of the faith of George Fox and Margaret Fell for three or four generations. The first missionaries came to Kaimosi in 1902. Kenyans have a longer and more familial Quaker heritage than most of us. I also offer my students tools for reading the Bible and doing theology from their own experiences and cultural perspectives. I invite them to ask questions. This is in direct contrast to their colonial and post-colonial indoctrination. I teach that if they do not ask their own questions, they will not be able to do their own theology. If they don’t do their own theology, they will not have the authenticity and grounding to help their community when crises occur.

We have a lot of discussion and give and take in my classrooms at Friends Theological College. I’ve learned a lot from Kenya Quakers. I hope that in the next ten years, you will have similar opportunities.

Georgia E. Fuller, (Langley Hill)  
BYM representative to Friends United Meeting

## **FRIENDS WILDERNESS CENTER**

No report received.

### **FRIENDS WORLD COMMITTEE FOR CONSULTATION**

FWCC Section of the Americas met this March in Stony Point New York. This was a very convenient location for members from BYM. Five delegates, including Thomas Finegar, the youngest delegate, attended from our Yearly Meeting.

The mission of FWCC is to bring together the various Quaker groups, from all the countries which have Quakers. This meeting was of the Section of the Americas, which included delegates from Bolivia, Peru, Cuba, Guatemala, Honduras, El Salvador, and Mexico.

The theme of the conference was "living the peace." We met in worship with a sermon each morning then had small groups for discussion and worship sharing. One dynamic sermon by Kirenia Criado of Cuba made the man with one talent the one to do Christ's will. He put his talent into the soil, to grow food, rather than to charge interest which would bring in money for no work, for nothing.

This led to a discussion of the financial status of the Section. Some of our plans are expensive, such as bringing more Central and South American delegates and involving them in the work of the section. The plan of a traveling ministry is also expensive. The former practice of supporting the Section's work with legacies seems to be a thing of the past.

New forms of support were set up. A system of monthly donations from one's bank has been established. As members looked at their pocketbook and signed up for what they could donate, enough was pledged at the conference to enable the office of FWCC and its mission to continue its work.

We also were introduced to the first cohort of Traveling Ministers. They were completing their training at this time, and were preparing to set out on their travels. The US ministers will travel in the US, and are now available to go to your Meeting and discuss FWCC and its mission. These ministers will come to your meeting at no cost to the meeting, and will be available for potlucks, discussion groups, Young Friends groups as a resource for discussing the larger communion of Friends and its place in our own meetings. The task of the committee is to make sure that these ministers are used. We are also to do anything we can to facilitate their use in our meetings. This means getting Meetings to invite them, making sure they have venues for their message as well as lodging.

Future plans include a longer gap between big regional meetings and more use of the traveling ministers. As the ministers become more seasoned, there will be international travel as well. The FWCC is looking to the future for ways to become more attuned to climate change, population movement, and energy needs. We hope to maintain our relevance through all of this.

### **MILES WHITE BENEFICIAL SOCIETY OF BALTIMORE CITY**

The Miles White Beneficial Society of Baltimore City has engaged in work for educational, charitable and beneficial purposes since its incorporation in 1874. Through 143 years

and changing times, the organization continues its legacy of supporting the education and development of young people and funding charitable agencies that serve individuals who need assistance and support.

At its Annual Meeting in October 2016, the Board elected officers who serve one-year terms in their positions and welcomed one new member who will serve a three-year term as a trustee. It was also at this meeting that the president of the investment firm that manages the Society's funds presented a comprehensive performance report and provided financial projections for the next year. Income from the fund is used to support the corporation's philanthropic and benevolent purposes.

In November 2016, the Board confirmed the assignment of members to either the Charities Committee or the Education Committee. These committees direct and administer the processes of identifying and recommending students, educational organizations, and charitable agencies as recipients of funds awarded by the Society.

In April 2017, the Board approved the recommendation of the Education Committee to award scholarships to 11 college students and recognized those recipients as Miles White Scholars in tribute to the vision and generosity of the benefactor for whom the Society is named. Three educational organizations received grants to support programs and to improve technology.

In May 2017, the Board approved funds to award grants to organizations in Baltimore City that sponsor programs that involve children and youths in positive activities of discovery and engagement during the summer months. Awards were made to programs that serve the following Baltimore neighborhoods: Druid Heights, Fulton, Jonestown, Oldtown, Penn-North, and Sandtown-Winchester. This is the second year that the Ad Hoc Committee for Special Projects oversaw the selection of qualifying programs and the distribution of funds.

The Charities Committee will bring its recommendations for this year to the Board in September and will continue its tradition of supporting 501(c)(3) charitable organizations in the Greater Baltimore Metropolitan Area. The Society awarded grants to nine agencies in 2016, and it expects to award a similar number this year.

The Board has also engaged in processes to ensure that the corporation is supported by an infrastructure that provides strength, stability and longevity. It has reviewed its connections to related organizations, and it has identified the evaluation of programs as a priority for the coming year. It is developing a conflict of interest policy and has acquired insurance that protects both the Corporation and its Board of Trustees. The Society is committed to its work and looks forward to continuing its legacy through philanthropy and benevolence in contemporary times.

Submitted by Kathryn Pettus (Baltimore, Stony Run), President

## **NATIONAL RELIGIOUS COALITION AGAINST TORTURE**

No report received.

## **PRISONER VISITATION AND SUPPORT**

PVS is at a critical point in the life of the organization. This year, it celebrates its 50th anniversary and honors the legacy of the Executive Director, Eric Corson, who led PVS for so many of those years. PVS will say a grateful good-bye to him at the annual volunteer training event, this year in Philadelphia in July. As he retires, Marc Levin has stepped up to the plate as Interim Director and PVS is launching a search for a successor.

PVS continues to be the only 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. In responding to these requests, PVS prioritizes those who do not ordinarily receive visits, are in solitary confinement, are on death row, or are serving long sentences. While many visitors hear about this opportunity through their faith communities, visits focus on the prisoner's interests and do not have a religious agenda. The intent is to help people cope with prison life and prepare for re-entry into society, and research tells us that visits like these make a difference in reducing recidivism. In fact, at last year's visitor training event, two prison wardens told us that visitors improved the climate of their prisons, even among those not receiving visitors themselves. Former prisoners who now serve on the PVS Board testify to the positive impact visitors have had on their lives.

The new administration's policies may mean an increase in the numbers of people held in federal prisons who are in need of visitors. Currently, we have a waiting list of prisoners requesting visitors, and although we have the capacity to attract more volunteers, we are limited by staff capabilities, which in turn are limited by funding. We are looking into grant funding as well as additional sources of individual or organizational support. The efforts of Friends who are able to help us grow and achieve our goal of increasing the number of African American visitors will be much appreciated.

Susan Hills Rose (Patapsco), BYM representative to the PVS Board

## **QUAKER EARTHCARE WITNESS**

Quaker Earthcare Witness (QEW) is a network of Friends in North America and other like-minded people who are taking action to address the ecological and social crises of the world from a spiritual perspective, emphasizing Quaker process and testimonies.

Each Yearly Meeting appoints a representative to the QEW Steering Committee. Currently, Toni Hudson serves as BYM's appointee and Barb Adams serves as the alternate. Barb attended the Fall 2016 Steering Committee Meeting at Pendle Hill. Neither Toni or Barb attended the 2017 Spring Steering Committee Meeting in Atlanta, Barb attending the UN Permanent Forum on Indigenous Issues in New York, as a representative from QEW held at the same time. BYM funds were used for travel by train and for registration.

The Fall Meeting included presentations and discussion on current aspects of the environmental movement and the Quaker perspective. Presenters included Ruah Swennerfelt, long-time QEW General Secretary, on the Transition Movement; Pamela Boyce-Simms, from NY Yearly Meeting and clerk of the QEW UN Working Group, on theories of environmental engagement; and a member of the Earth Quaker Action Team (EQAT) on Quaker activism. The UN Working Group decided on an initiative highlighting food and

water sustainability issues and the African Diaspora, that will culminate in a side event at the UN in July 2017.

Quaker Earthcare Witness sees one of its roles as leading and coordinating Friends in participating in environmental activities and actions. The Steering Committee authorized Shelley Tanenbaum, QEW General Secretary, to visit the camps at Standing Rock, N Dakota, and deliver a letter of support for North American indigenous people peacefully acting to protect water resources and tribal rights.

In Spring 2017, the Steering Committee Meeting recommitted to maintaining a vibrant, two-way communication and outreach with Yearly and Monthly Meetings at this critical time of challenges to addressing climate change. Representing QEW, Barb Adams acted as a liaison to Indigenous and Women's organizations around the world working to address environmental injustice, racism and infringement of rights at the UN Permanent Forum on Indigenous Issues in NY.

At the 2016 BYM Annual Session, the QEW display was of the poster from the website that focused on "Climate Change: A Spiritual Matter". It featured a description of climate change and the need to focus beyond simply technological solutions. There was a list of the many issues where the earth needs care and advocacy and a list of ways to respond. It also included many of the newly revised pamphlets and the application folder for the QEW mini-grants. Aligning with the theme of that year's Plenary speaker, George Lakey, Unity with Nature distributed Next Steps, a thorough list of positive action steps for Friends and Meetings, to Quakers in attendance. This brochure was shared with QEW.

Friends are reminded that Quaker Earthcare Witness is a rich resource for all things environmental. A growing library of leaflets on many issues are available on the web site. All the leaflets on aspects of population have been updated this year. The current newsletter, BeFriending Creation, and past issues are also on the site. There are links to Facebook, Twitter and a discussion page. QEW is reaching out with more resources, ways to communicate and opportunities to address the ecological and social crises of the world. It is hoped that more BYM Friends will be able to connect with this environmental organization which is leading with a truly Quaker perspective.

Barb Adams (Richmond) Toni Hudson (Sandy Spring)

## **QUAKER HOUSE**

### **Quaker House Military Counseling Center Report 2016-2017**

#### **"A Place of Peace in a Military City"**

The Quaker House GI Rights Hotline answers thousands of calls from active duty military, veterans, and their families. The number of calls to the hotline continues to increase. This year our Hotline counselors answered an average of 246 calls per month for a total of 2,948 calls. The counselors most rewarding yet most time consuming work is helping service members obtain conscientious objector status, guiding and providing moral support as they move through regulations, delays and at times deliberate roadblocks of the command structure. They also have been busier than ever helping service members who are being

threatened with other-than-honorable discharges. They are being accused of “misconduct” or “personality disorder” when they actually suffer from PTSD, Traumatic Brain Injury, Moral Injury, and/or Military Sexual Trauma. We help them prove their medical condition so that they can receive an honorable discharge and their medical benefits. We have helped bring national attention to this problem.

Quaker House also continues the important work of providing free and confidential counseling and support for the victims of military domestic violence, sexual assault, and moral



injury. Our therapist, Joanna, is a valuable support for our GI Rights Hotline counselors. They have been able to refer several suicidal service members to her and know that they will be in good care. The reputation of the program has grown both in the community and on base at Fort Bragg. The service is often the last resort for those in need of help. Funding for the program is tenuous

and any and all contributions are appreciated.

We continue to travel to reach out to new audiences providing education and information on moral injury. We presented for a military chaplain’s retreat for the officers in the 82<sup>nd</sup> Combat Aviation Brigade, the annual Baptist Peace Fellowship conference, the Asheville, NC, VA social workers and many others.

Quaker House facilitates Alternatives to Violence Project training and provides Truth in Recruiting literature and information. In addition, Quaker House provides a warm and welcoming place for people in the community to meet. Mindfulness classes and an AA group meet weekly and musicians perform house concerts frequently.

We help conduct, in partnership with NOW, the Human Relations Commission, the public library, and the Cumberland County Association of Educators, regular public discussions on race relations called “Cracking the Codes: The System of Racial Inequity” and “Mirrors of Privilege.” One of these series brings together students from Fayetteville State University, a traditionally African-American university and Methodist, a traditionally white university. We advocate for teaching Conflict Resolution in the public schools. We spoke to the Cumberland County Schools social workers about the importance of conflict resolution and also recommended the use of the Cracking the Code series. Viewing the Cracking the Code DVD is now required for all school principals.

We continue to witness and work against the use of torture and militarized drones. We host educational forums on many subjects that relate to peace and justice issues.

Our relationship with personnel at Fort Bragg continues to grow. Through work with the military chaplains and mental health care professionals, a closer association developed

which allows Quaker House to provide information and services on base and personnel at Fort Bragg make referrals to our programs. In addition, we continue to attend and present at the Bragg Region Behavioral Healthcare Collaborative, Community Blueprint (we are now on their Advisory Committee), the Behavioral Health Professionals Association, Greater Fayetteville United, and serve on the board of CARE Domestic Violence Center.

Quaker House took up the issue of the poor mental health care provided for the more than 250,000 incarcerated service members and veterans. This issue was brought to our attention by the tragic case of a service member in Fayetteville who was sentenced to 10-18 years in prison for an offense that was brought on by his severe PTSD and Traumatic Brain Injury. We are working with his family and lawyer to help him, and we organized a petition and a vigil calling for “Adequate and Compassionate Mental Health Care for Service Members and Veterans” nationally. The Military Chaplains Association of North America published the petition on their electronic newsletter. Our Op Ed was published in the Raleigh News and Observer and the Fayetteville Observer. In April, the vigil, in front of the Airborne and Special Operations Museum, brought veterans, VA and DoD employees, members of the Cumberland County Human Relations Commission, and Quakers together. We are continuing to work with VA and veterans’ groups to advocate for “Veterans’ Dorms” in prison, a program which is being utilized in several States. We also provide support for Bowe Bergdahl when he comes to Ft. Bragg for his hearings. His family is very appreciative of our support.

We published two books this year. *Help for Moral Injury: Strategies and Interventions* was written by Cecilia Yocum, Ph.D. She volunteered to write the book after hearing our moral injury presentation. It is selling nationwide and even as far as England. Curt Torell, our board treasurer, wrote *Conscientious Objection: Is This for You? Discerning a Claim and Documenting It with Selective Service*. It, too, is reaching a wide and appreciative audience.

Quaker House was featured in two QuakerSpeak videos this year. One was an interview with our GI Rights Hotline counselors, Steve Woolford and Lenore Yarger, about their work. In the other, Curt Torell discussed “How to Become a Conscientious Objector.” Both videos brought attention to the work of Quaker House.

We led the November PFF/PFYM retreat, “Quaker House: Helping our Victims of War at Home,” featuring our GI Rights Hotline Counselor and our domestic violence, sexual assault and moral injury counselor. The team shared personal stories of the service members and veterans that Quaker House helped over the years.

Wilmington, NC, Friends School invited us to do a presentation on the ‘History and Mission of Quaker House.’ The kids had many questions for us!

This has been a year of awards for us! In February, we were given an award for our work to help service members and veterans from Mountaire Farms. The Fayetteville/ Cumberland Human Relations Commission presented us an award for “our activities and programs which provide positive human relations and for being actively involved in the problems

of the community.” NC Peace Action gave Quaker House their 2016 Peacemaker Award.

We hired a new director, Kindra Bradley, who will begin in September 2017. Kindra, a lawyer, will bring a high level of energy, experience, and commitment to Quaker House. She attends Spring Friends Meeting and the Quaker peace testimony resonates strongly with her. Raised in a military family, she is dedicated to helping the victims of war at home - our service members and veterans - and working to help our world understand that “war is not the answer.”

Lynn and Steve Newsom, Directors

## **QUAKER UNITED NATIONS OFFICES**

No report received.

## **RIGHT SHARING OF WORLD RESOURCES**

No report received.

## **SANDY SPRING FRIENDS SCHOOL**

Sandy Spring Friends School completed its fifty-fifth year by graduating its largest senior class in memory. While experiencing the same “market pressures” as all independent schools, colleges, and universities, SSFS continues to thrive as a result of a committed faculty and staff, a supportive community, diverse and talented students, and the guidance of a skilled Board of Trustees.

The School is guided by the Friends testimonies and the 300+ year tradition of Quaker education. SSFS identifies these five “pillars” that distinguish its unique form of education:

- Inquiry-based approach to teaching and learning
- Experiential learning via projects and programs
- Teachers as life mentors
- The campus as a classroom and outdoor laboratory
- An intentional commitment to community as a catalyst for growth

These elements, worded as they are, seek to translate a spirit-based learning inspiration into language for a culturally, socio-economically, religiously, and intellectually diverse community of students and families.

Some highlights from the past school year are noted:

- The conclusion of successful facilities sharing with Sandy Spring Monthly Meeting as they wrapped up a long-term construction project.
- A 2016-2017 enrollment that topped 600 students, with some grade levels now at capacity. This is the largest enrollment in the School’s history and close to our target maximum enrollment.
- The successful addition of a 3-year-old pre-kindergarten program.
- Solidifying design and engineering work for a much-needed and environmentally sound upper school academic building
- Initial design work for an expansion of our campus Meeting House to allow Meeting for Worship in this historic building to remain at the heart of the (now larger) Upper School

- A burgeoning and diverse summer program that will serve over 1500 campers this
- summer.
- An enlarged and successful school farm operation that provides local produce for the community as was recently featured in Net Assets magazine.
- Expansion of our annual “Earth Stewardship Day” into a day-long, school-wide learning event that melded cultural competence with environmental activism, known as “Our People, Our Planet.”

Meeting for Worship, Continuing Revelation, and seeking that of God in each person remain at the core of student and staff experience, as is the sense that SSFS serves as a change agent in the world. We continue to seek ways to shape a better collective future in a time when that challenge appears more daunting than ever. SSFS continues to seek ways to model civil discourse and converting tensions into sources of creativity and connection. This work, undertaken in partnership with young people maturing in an economically and politically tumultuous world, remains the most important work of all educators.

Visitors to campus are encouraged to stop by the new stone and ceramic mosaic near our front entrance which includes a quote (slightly paraphrased) from George Fox, to the travelers on the ship “Welcome” as it embarked on William Penn’s holy experiment in the New World: “Tend the garden in you heart, and by walking in the Light, your vines and lillies will thrive.”

### **WILLIAM PENN HOUSE**

No report received.



*Catoctin Bath House Day of Destruction*

# MEETING COMMUNITY STATISTICS

| Meeting                         | 2015 |           |                    |       | 2016 |           |                    |       | Total (+/-) |
|---------------------------------|------|-----------|--------------------|-------|------|-----------|--------------------|-------|-------------|
|                                 | Full | Associate | Estimated Attender | Total | Full | Associate | Estimated Attender | Total |             |
| Abingdon Friends Meeting+       | 11   | 0         | 10                 | 21    | 0    | 0         | 0                  | 0     | -21         |
| Adelphi Friends Meeting*        | 222  | 140       | 0                  | 362   | 222  | 140       | 0                  | 362   | 0           |
| Alexandria Friends Meeting**    | 155  | 0         | 34                 | 189   | 161  | 0         | 40                 | 201   | 12          |
| Annapolis Friends Meeting*      | 67   | 11        | 36                 | 114   | 67   | 11        | 36                 | 114   | 0           |
| Baltimore, Stony Run            | 431  | 0         | 0                  | 431   | 432  | 0         | 0                  | 432   | 1           |
| Bethesda Friends Meeting        | 219  | 143       | 384                | 746   | 228  | 127       | 420                | 775   | 29          |
| Blacksburg Friends Meeting*     | 24   | 11        | 22                 | 57    | 24   | 11        | 22                 | 57    | 0           |
| Carlisle Quaker Meeting**       | 27   | 5         | 32                 | 64    | 27   | 5         | 34                 | 66    | 2           |
| Charlottesville Friends Meeting | 127  | 9         | 29                 | 165   | 128  | 6         | 32                 | 166   | 1           |
| Deer Creek Meeting              | 44   | 9         | 26                 | 79    | 44   | 9         | 33                 | 86    | 7           |
| Dunnings Creek Friends Meeting  | 37   | 5         | 5                  | 47    | 36   | 5         | 5                  | 46    | -1          |
| Floyd Friends Meeting           | 11   | 8         | 25                 | 44    | 15   | 8         | 19                 | 42    | -2          |
| Frederick Friends Meeting       | 58   | 17        | 79                 | 154   | 56   | 16        | 80                 | 152   | -2          |
| Friends Meeting of Washington*  | 303  | 67        | 405                | 775   | 303  | 67        | 405                | 775   | 0           |
| Gettysburg Monthly Meeting      | 13   | 0         | 7                  | 20    | 13   | 0         | 7                  | 20    | 0           |
| Goose Creek Friends Meeting     | 178  | 14        | 38                 | 230   | 167  | 14        | 46                 | 227   | -3          |
| Gunpowder Friends Meeting**     | 111  | 0         | 36                 | 147   | 110  | 0         | 30                 | 140   | -7          |
| Herdon Friends Meeting          | 72   | 27        | 57                 | 156   | 75   | 27        | 57                 | 159   | 3           |
| Homewood Friends Meeting        | 84   | 24        | 52                 | 160   | 83   | 24        | 52                 | 159   | -1          |
| Hopewell Centre Monthly Meeting | 70   | 4         | 20                 | 94    | 69   | 4         | 22                 | 95    | 1           |
| Langley Hill Friends Meeting    | 149  | 32        | 40                 | 221   | 142  | 32        | 50                 | 224   | 3           |
| Little Britain Monthly Meeting  | 68   | 0         | 0                  | 68    | 68   | 0         | 0                  | 68    | 0           |

| Meeting                        | 2015         |            |                    | 2016         |            |                    | Total (+/-)       |
|--------------------------------|--------------|------------|--------------------|--------------|------------|--------------------|-------------------|
|                                | Full         | Associate  | Estimated Attender | Full         | Associate  | Estimated Attender |                   |
| Little Falls Friends Meeting   | 47           | 9          | 26                 | 82           | 9          | 18                 | 77 -5             |
| Mattaponi Friends Meeting      | 13           | 0          | 6                  | 19           | 0          | 6                  | 16 -3             |
| Maury River Friends Meeting*   | 33           | 5          | 42                 | 80           | 5          | 42                 | 80 0              |
| Menallen Monthly Meeting*      | 45           | 4          | 7                  | 56           | 4          | 7                  | 56 0              |
| Midlothian Friends Meeting     | 79           | 0          | 36                 | 115          | 0          | 36                 | 115 0             |
| Monongalia Friends Meeting     | 15           | 0          | 10                 | 25           | 0          | 12                 | 27 2              |
| Nottingham Friends Meeting     | 61           | 5          | 4                  | 70           | 5          | 4                  | 70 0              |
| Patapsco Friends Meeting       | 31           | 10         | 81                 | 16           | 10         | 35                 | 77 -4             |
| Patuxent Friends Meeting       | 32           | 3          | 20                 | 55           | 3          | 19                 | 54 -1             |
| Pipe Creek Friends Meeting**   | 27           | 1          | 27                 | 55           | 2          | 26                 | 53 -2             |
| Richmond Friends Meeting       | 172          | 23         | 298                | 493          | 24         | 69                 | 268 -225          |
| Roanoke Friends Meeting*       | 23           | 0          | 68                 | 91           | 0          | 68                 | 91 0              |
| Sandy Spring Friends Meeting   | 475          | 70         | 300                | 845          | 70         | 200                | 745 -100          |
| Shepherdstown Friends Meeting* | 3            | 0          | 20                 | 23           | 0          | 20                 | 23 0              |
| State College Friends Meeting* | 92           | 14         | 0                  | 106          | 14         | 0                  | 106 0             |
| Valley Friends Meeting         | 26           | 7          | 42                 | 75           | 7          | 41                 | 74 -1             |
| Warrington Monthly Meeting*    | 27           | 0          | 4                  | 31           | 0          | 4                  | 31 0              |
| West Branch Friends Meeting*   | 91           | 0          | 0                  | 91           | 0          | 0                  | 91 0              |
| Williamsburg Friends Meeting*  | 11           | 5          | 15                 | 31           | 5          | 15                 | 31 0              |
| York Friends Meeting           | 37           | 1          | 39                 | 77           | 3          | 38                 | 79 2              |
| <b>Totals</b>                  | <b>3,821</b> | <b>683</b> | <b>2,341</b>       | <b>6,845</b> | <b>667</b> | <b>2,050</b>       | <b>6,550 -294</b> |

\* No report this year

\*\*Revised last year's report

+(transferred to Piedmont YM 3/18/17)

## 2018 APPORTIONMENTS

| Meeting                                                          | 2016   | 2017   | 2018   |
|------------------------------------------------------------------|--------|--------|--------|
| Abingdon Friends Meeting<br>(transferred to Piedmont YM 3/18/17) | 580    | 720    | ---    |
| Adelphi Friends Meeting<br>and Takoma Park Preparative Meeting   | 30,290 | 25,510 | 34,066 |
| Alexandria Friends Meeting                                       | 10,370 | 11,310 | 10,207 |
| Annapolis Friends Meeting                                        | 12,770 | 12,820 | 14,124 |
| Baltimore Monthly Meeting, Stony Run                             | 55,710 | 61,050 | 69,497 |
| Bethesda Friends Meeting                                         | 25,970 | 25,410 | 27,025 |
| Blacksburg Friends Meeting                                       | 4,520  | 5,650  | 4,369  |
| Carlisle Quaker Meeting                                          | 4,660  | 4,110  | 5,953  |
| Charlottesville Friends Meeting                                  | 12,770 | 11,230 | 13,518 |
| Deer Creek Friends Meeting                                       | 6,070  | 5,760  | 5,670  |
| Dunnings Creek Friends Meeting                                   | 3,070  | 1,820  | 2,746  |
| Floyd Friends Meeting                                            | 1,650  | 1,520  | 1,082  |
| Frederick Friends Meeting                                        | 6,880  | 8,180  | 8,472  |
| Friends Meeting of Washington                                    | 65,000 | 62,800 | 65,877 |
| Gettysburg Monthly Meeting                                       | 570    | 710    | 658    |
| Goose Creek Friends Meeting                                      | 18,230 | 16,540 | 15,092 |
| Gunpowder Friends Meeting                                        | 13,080 | 12,740 | 14,866 |
| Herndon Friends Meeting<br>and Fauquier County Worship Group     | 10,410 | 9,710  | 11,755 |
| Homewood Friends Meeting                                         | 23,430 | 29,280 | 19,357 |
| Hopewell Centre Monthly Meeting                                  | 5,510  | 5,340  | 7,243  |
| Langley Hill Friends Meeting                                     | 23,110 | 25,440 | 34,772 |
| Little Britain Monthly Meeting                                   | 2,040  | 990    | 448    |
| Little Falls Friends Meeting                                     | 5,300  | 5,480  | 5,450  |
| Mattaponi Friends Meeting                                        | 780    | 770    | 547    |
| Maury River Friends Meeting                                      | 5,110  | 4,090  | 3,959  |
| Menallen Friends Meeting                                         | 4,020  | 2,420  | 2,511  |
| Midlothian Friends Meeting                                       | 4,550  | 4,520  | 2,600  |
| Monongalia Monthly Meeting<br>and Buckhannon Preparative Meeting | 1,020  | 1,270  | 1,836  |
| Nottingham Friends Meeting                                       | 2,800  | 2,600  | 2,684  |
| Patapsco Friends Meeting                                         | 4,590  | 3,970  | 3,413  |
| Patuxent Friends Meeting                                         | 5,120  | 4,400  | 4,818  |
| Pipe Creek Friends Meeting                                       | 1,370  | 1,710  | 1,416  |
| Richmond Friends Meeting                                         | 15,990 | 17,640 | 16,580 |

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| <b>Meeting</b>                                                  | <b>2016</b>    | <b>2017</b>    | <b>2018</b>    |
|-----------------------------------------------------------------|----------------|----------------|----------------|
| Roanoke Friends Meeting<br>and Lynchburg Indulged Meeting       | 5,290          | 6,070          | 6,656          |
| Sandy Spring Friends Meeting                                    | 49,090         | 46,830         | 51,562         |
| Shepherdstown Friends Meeting                                   | 2,600          | 3,170          | 3,125          |
| State College Friends Meeting                                   | 3,970          | 4,280          | 5,109          |
| Valley Friends Meeting<br>and Augusta Worship Group             | 4,100          | 3,970          | 3,724          |
| Warrington Monthly Meeting                                      | 1,680          | 2,100          | 1,592          |
| West Branch Monthly Meeting                                     | 720            | 800            | 5,123          |
| Williamsburg Friends Meeting<br>and Norfolk Preparative Meeting | 2,380          | 2,130          | 1,302          |
| York Friends Meeting                                            | 5,030          | 5,340          | 4,191          |
| <b>Total</b>                                                    | <b>462,200</b> | <b>462,200</b> | <b>495,000</b> |



*New Catoctin Bath House*

# 2017 BALTIMORE YEARLY MEETING

## FINANCIAL REPORT

### 2018 BUDGET NOTES

**Apportionment Income:** The new apportionment formula takes effect with the 2018 budget. The formula was revised so that it now asks all Monthly Meetings for the same percentage of their income; this percentage is 24.9 for 2018.

**All Other Income:** This is mostly releases from the restricted funds for the Shoemaker Grant, the Sue Thomas Turner Quaker Education Fund, the Indian Affairs Fund, and the Educational Grants Funds.

**Camp Program and Property Income:** Camp Program Fee Income of \$870,200 includes a fee increase of \$45,000. Camp Property Income no longer includes funds released from restriction for the completion of capital projects, as these funds cannot be utilized for operating purposes.

**Camp Program Wages and Benefits:** This line includes wages and benefits for the Camping Program Manager plus approximately 120 seasonal employees in our three camps and Teen Adventure.

**Camp Property and Program Expenses:** The amount on this line includes the \$45,000 camping fee increase which was earmarked for Friendly loan payments for the Catoclin bathhouse. Of this amount, \$7,700 will be used in 2018 to pay interest, \$16,800 will be spent on principal payments, and the balance of \$20,500 will be held for interest and principal payments in 2019 and future years.

**Capital Expenditures Funded from Current Income:** Capital expenditures for the camps are covered by contributions restricted to that purpose. Capital expenditures for the BYM office must be paid with funds from unrestricted reserves.

**Contribution Income:** Total contribution income in our 2018 operating budget is \$371,800, a substantial increase from 2017. Increased contributions are projected in all categories but especially for Camping, Youth Programs and Administration, where the increase is earmarked to cover the increased costs association with the HOPE program. An additional \$329,000 of contribution income is budgeted for restricted funds for capital purposes.

**Contributions to Organizations:** Contributions for 2018 are essentially the same as previous years. For the organizations which receive small contributions, there is a review process underway to establish criteria for receiving contributions and the appropriate amount.

**Depreciation Expense:** Depreciation is not included in the 2018 operating budget. Budgets in future years need to include a line item for funds to be transferred to capital reserves to replace buildings and capital items as they wear out.

**Other Gifts and Grants:** This item includes amounts paid from restricted funds for various gifts and grants including the Sue Thomas Turner Quaker Education Fund, The Indian Affairs Fund, and the Educational Grant Funds. The income line called All Other Income covers these costs.

**Total Operating Surplus (or Loss):** This budget is balanced, but all budgets are estimates. If income is less than expected or expenses are greater than expected, the budget can be kept balanced by transferring less to reserves.

**Wages and Benefits:** Wages and benefits in all categories include gross wages, payroll taxes, employee benefits and pension contributions for some staff. The additional costs of \$59,800 for the HOPE proposal are included in administrative wages and benefits.

## 2018 BUDGET PROGRAM DETAIL

| Description                           | 2016 Actual     | 2017<br>Approved<br>Budget | 2017<br>Projected | 2018<br>Budget  |
|---------------------------------------|-----------------|----------------------------|-------------------|-----------------|
| <b>Administration</b>                 |                 |                            |                   |                 |
| Apportionment                         | 453,593         | 462,200                    | 462,200           | 495,000         |
| Allow. For Unpaid Apport.             | -               | (8,500)                    | (8,500)           | (10,000)        |
| Unrestricted Contributions            | 76,838          | 96,000                     | 96,000            | 159,800         |
| All Other Income                      | 88,738          | 109,924                    | 111,744           | 107,400         |
| <b>Total Admin Income</b>             | <b>619,169</b>  | <b>659,624</b>             | <b>661,444</b>    | <b>752,200</b>  |
| Admin. Wages & Benefits               | 242,191         | 280,776                    | 286,999           | 378,900         |
| Other Administrative Expenses         | 127,845         | 122,403                    | 134,314           | 112,200         |
| Development Expenses                  | 139,812         | 143,427                    | 121,043           | 145,600         |
| Outreach & Inclusion                  | 71,003          | 78,949                     | 78,533            | 82,700          |
| Transfer to Reserves                  |                 | 15,000                     |                   | 29,375          |
| Contributions to Organizations        | 28,300          | 31,600                     | 31,600            | 31,725          |
| Other Gifts & Grants                  | 20,940          | 26,000                     | 27,820            | 25,000          |
| Committee Expenses                    | 9,537           | 16,350                     | 9,500             | 20,400          |
| <b>Total Admin Expenses</b>           | <b>639,628</b>  | <b>714,505</b>             | <b>689,809</b>    | <b>825,900</b>  |
| <b>Net Admin Income over Expenses</b> | <b>(20,459)</b> | <b>(54,881)</b>            | <b>(28,365)</b>   | <b>(73,700)</b> |
| <b>Youth Programs</b>                 |                 |                            |                   |                 |
| Youth Programs Fee Income             | 19,976          | 27,100                     | 27,100            | 26,300          |
| Youth Programs Contributions          | 675             | 2,500                      | 2,500             | 36,000          |
| Youth Programs Other Income           | -               | -                          | -                 | -               |
|                                       | <b>20,651</b>   | <b>29,600</b>              | <b>29,600</b>     | <b>62,300</b>   |
| Youth Program Expenses                | 57,703          | 65,740                     | 65,433            | 62,100          |
| <b>Total Youth Programs</b>           | <b>(34,052)</b> | <b>(36,140)</b>            | <b>(35,833)</b>   | <b>200</b>      |
| <b>Camp Property &amp; Program</b>    |                 |                            |                   |                 |
| Camp Program Fee Income               | 873,249         | 818,112                    | 844,539           | 870,200         |
| Camp Property Income                  | 33,639          | 26,300                     | 20,000            | 31,500          |
| Camp Prog. & Prop. Contributions      | 40,236          | 43,500                     | 43,500            | 165,000         |
| Other Camp Income                     | 23,047          | 57,000                     | 57,439            | 83,400          |

| Description                                 | 2016 Actual | 2017 Approved Budget | 2017 Projected | 2018 Budget |
|---------------------------------------------|-------------|----------------------|----------------|-------------|
| Total Camp Prog. & Prop. Inc.               | 970,171     | 944,912              | 965,478        | 1,150,100   |
| Camp Program Wages & Benefits               | 430,008     | 454,537              | 453,896        | 456,300     |
| Camp Property Wages & Benefits              | 142,391     | 154,408              | 153,546        | 165,000     |
| Camp Property & Program Expenses            | 398,865     | 394,746              | 400,167        | 464,400     |
| Total Camp Prog. & Prop. Expenses           | 971,264     | 1,003,691            | 1,007,609      | 1,085,700   |
| Total Camps                                 | (1,093)     | (58,779)             | (42,132)       | 64,400      |
| All Other Programs                          |             |                      |                |             |
| Annual Session Fee Income                   | 88,995      | 95,000               | 78,104         | 98,000      |
| Other Program Fee Income                    | 50,433      | 36,000               | 49,255         | 48,000      |
| Other Program Contributions                 | 3,482       | 11,500               | 4,890          | 11,000      |
| All Other Program Income                    | 4,191       | 8,525                | 4,364          | 8,500       |
| Total All Other Program Income              | 147,101     | 151,025              | 136,613        | 165,500     |
| Annual Session Expenses                     | 80,486      | 90,900               | 80,196         | 101,500     |
| All Other Program Expenses                  | 51,674      | 34,600               | 49,232         | 51,900      |
| Total All Other Program Expense             | 132,160     | 125,500              | 129,428        | 153,400     |
| Total All Other Programs                    | 14,940      | 25,525               | 7,185          | 12,100      |
| Totals for Operating Activities             |             |                      |                |             |
| Income, all sources                         | 1,757,092   | 1,785,161            | 1,793,134      | 2,130,100   |
| Expenses, all programs                      | 1,797,756   | 1,909,436            | 1,892,279      | 2,127,100   |
| Net Operating Income (Loss)                 | (40,664)    | (124,275)            | (99,145)       | 3,000       |
| Capital expenses funded from current income |             |                      |                |             |
| Capital Expenditures - Office Property      | 11,651      | 29,970               | 7,291          | 3,000       |
| Total Operating Surplus or (loss)           | (52,315)    | (154,245)            | (106,436)      | -           |

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## 2018 COMMITTEE DETAILS

| Description                            | 2016 Actual | 2017<br>Approved<br>Budget | 2017<br>Projected | 2018<br>Budget |
|----------------------------------------|-------------|----------------------------|-------------------|----------------|
| Advancement & Outreach                 | -           | 300                        | 300               | 300            |
| Ministry & Pastoral Care               | -           | 2,000                      | 2,000             | 2,000          |
| Peace & Social Concerns                | 332         | 200                        | 200               | 200            |
| Religious Education                    | 792         | 1,200                      | 1,200             | 1,200          |
| Growing Diverse Leadership             |             |                            |                   | 2,500          |
| Unity with Nature                      | 556         | 1,500                      | 1,500             | 1,500          |
| Working Group on Racism                | -           | 150                        | 150               | 500            |
| Indian Affairs                         | 241         | 300                        | 300               | 700            |
| Intervisitation                        | 6,683       | 4,500                      | 4,500             | 4,500          |
| Faith & Practice Revision              | -           | 500                        | 500               | 500            |
| Young Adult Friends                    | 200         | 3,700                      | 3,700             | 3,700          |
| Trustees - Youth Safety                | 733         | 1,000                      | 1,000             | 500            |
| Program Overage Contingency - See Note |             | 1,000                      | 1,000             | 1,000          |
|                                        | 9,537       | 16,350                     | 16,350            | 19,100         |

## 2018 CONTRIBUTIONS TO OUTSIDE ORGANIZATIONS DETAILS

| Description                               | 2016 Actual | 2017<br>Approved<br>Budget | 2017<br>Projected | 2018<br>Budget |
|-------------------------------------------|-------------|----------------------------|-------------------|----------------|
| Friends General Conference                | 9,600       | 10,260                     | 10,260            | 10,260         |
| Friends United Meeting                    | 8,350       | 8,910                      | 8,910             | 8,910          |
| Friends World Committee for Consultation  | 7,050       | 7,830                      | 7,830             | 7,830          |
|                                           | 25,000      | 27,000                     | 27,000            | 27,000         |
| American Friends Service Committee        | 150         | 200                        | 200               | 200            |
| Center on Conscience and War              | 150         | 200                        | 200               | 200            |
| Earlham School of Religion                | 150         | 200                        | 200               | 200            |
| Friends Committee on National Legislation | 150         | 200                        | 200               | 200            |
| Friends Council on Education              | 150         | 200                        | 200               | 200            |
| Friends House (Sandy Spring)              | 150         | 200                        | 200               | 200            |
| Friends House, Moscow                     | 150         | 200                        | 200               | 200            |
| Friends Journal                           | 150         | 200                        | 200               | 200            |
| Friends Meeting School                    | 150         | 200                        | 200               | 200            |
| Friends Peace Teams                       | 150         | 200                        | 200               | 200            |
| Interfaith Action for Human Rights        | -           | -                          | -                 | 200            |
| Interfaith Center of Metro Washington     | 225         | 225                        | 225               | 225            |
| National Council of Churches              | 150         | 200                        | 200               | 200            |
| Nat. Religious Coalition Against Torture  | 275         | 275                        | 275               | -              |
| Pendle Hill                               | 150         | 200                        | 200               | 200            |
| Prison Visitation & Support               | 150         | 200                        | 200               | 200            |
| Quaker Earthcare Witness                  | 150         | 200                        | 200               | 200            |
| Quaker House                              | -           | -                          | -                 | 200            |
| Right Sharing of World Resources          | 150         | 200                        | 200               | 200            |
| Sandy Spring Friends School               | 150         | 200                        | 200               | 200            |
| Sandy Spring Volunteer Fire Department    | 100         | 100                        | 100               | 100            |
| Washington Quaker Workcamps               | 150         | 200                        | 200               | 200            |
| William Penn House                        | 150         | 200                        | 200               | 200            |
| World Council of Churches                 | 150         | 200                        | 200               | 200            |
| Virginia Council of Churches              | 150         | 200                        | 200               | 200            |
|                                           | 3,600       | 4,600                      | 4,600             | 4,725          |

## 2018 CAPITAL BUDGET AND PLAN

|                                                             |                |
|-------------------------------------------------------------|----------------|
| Opening balance in temporarily restricted funds             | <b>148,000</b> |
|                                                             |                |
| Additions                                                   |                |
| Camper Fee Increase (\$45,000) Net of Interest Expense      | 37,300         |
| Contributions Restricted for Camp Capital Expenditures      | 329,000        |
| Total Capital Income                                        | <b>366,300</b> |
|                                                             |                |
| Total funds available                                       | <b>514,300</b> |
|                                                             |                |
| Capital Expenditures from restricted funds                  |                |
| Capital Expenditures - Catoclin                             | 36,400         |
| Capital Expenditures - Shiloh                               | 31,200         |
| Capital Expenditures - Opequon                              | 24,700         |
| Capital Expenditures - Vehicles                             | 38,000         |
| Capital Expenditures - Other                                | 15,400         |
| Total Capital Expenditures                                  | <b>145,700</b> |
|                                                             |                |
| Other Expenditures from restricted funds                    |                |
| Repayment of Loan Principal                                 | 16,800         |
| Transfer to fund for Friendly loan repayment (from fee inc) | 20,500         |
| Transfer to fund for Friendly loan repayment                | 50,000         |
| Total Other Expenditures                                    | <b>87,300</b>  |
|                                                             |                |
| Ending balance in temporarily restricted funds              | <b>281,300</b> |
|                                                             |                |
| Expenditures from Operating Budget                          |                |
| Capital Expenditures - Office Property                      | <b>3,000</b>   |

## 2016 FUNDS ACTIVITY

|                                                              | Balance<br>1/1/2016 | Gifts or<br>Fees | Disbursed        | Transfers | Interest<br>from Ed<br>Loans | Investment<br>Income | Balance<br>12/31/2016 |
|--------------------------------------------------------------|---------------------|------------------|------------------|-----------|------------------------------|----------------------|-----------------------|
| <b>Permanently Restricted Funds/Endowment Funds [Note A]</b> |                     |                  |                  |           |                              |                      |                       |
| Education Fund Endwmt.                                       | 86,512              |                  |                  |           |                              |                      | 86,512                |
| Yearly Meeting Endwmt.                                       | 7,877               |                  |                  |           |                              |                      | 7,877                 |
| Morley Camper Endwmt                                         | 288,410             | 3,687            |                  |           |                              |                      | 292,097               |
| <b>Total of Endowed Funds</b>                                | <b>382,799</b>      | <b>3,687</b>     | <b>0</b>         | <b>0</b>  | <b>0</b>                     | <b>0</b>             | <b>386,486</b>        |
| <b>Temporarily Restricted Funds [Note B]</b>                 |                     |                  |                  |           |                              |                      |                       |
| Education Fund Income                                        | 173,040             | 12,851           | (12,400)         |           |                              | 30,427               | 203,918               |
| Fairhill/Griest Ed. Fund                                     | 74,443              |                  |                  |           |                              |                      | 74,443                |
| Morley Slrshp Income                                         | (1,256)             |                  |                  |           |                              | 32,546               | 31,290                |
| Sue Thomas Turner QEF                                        | 109,738             | 100              | (8,140)          |           |                              | 4,372                | 106,070               |
| Pre-College Fund                                             | 26,233              |                  |                  |           |                              |                      | 26,233                |
| Indian Affairs Fund                                          | 10,856              |                  | (400)            |           |                              |                      | 10,456                |
| Carey Memorial                                               | 1,432               |                  | (525)            |           |                              | 57                   | 964                   |
| BYM Meeting Hse Fund                                         | 12,440              |                  |                  |           |                              |                      | 12,440                |
| Camp Diversity Fund                                          | 24,644              | 24,428           | (14,693)         |           |                              | 1,046                | 35,426                |
| Warren CQC Slrshp Fund                                       | 39,205              |                  |                  |           |                              | 1,716                | 40,921                |
| Camp Capital Reserves<br>(combined)                          | 192,295             | 136,446          | (243,801)        | 21,481    |                              | 5,655                | 112,076               |
| Camp Property Pledges                                        | 41,059              | 106,000          |                  | (21,481)  |                              |                      | 125,578               |
| Shoemaker Grant                                              | 214,953             |                  | (70,077)         |           |                              |                      | 144,876               |
| Charitable Gift Annuities<br>(time restricted)               | 6,300               |                  |                  |           |                              |                      | 6,300                 |
| <b>Total Temporarily<br/>Restricted Funds</b>                | <b>925,382</b>      | <b>279,825</b>   | <b>(350,036)</b> | <b>0</b>  | <b>0</b>                     | <b>75,819</b>        | <b>930,991</b>        |
| <b>BYM Designated Funds [Note C]</b>                         |                     |                  |                  |           |                              |                      |                       |
| Camp Property<br>Designated Funds                            | 3,980               | 303              | (4,283)          |           |                              |                      | 0                     |
| Bush Creek Fund                                              | 500                 |                  |                  |           |                              |                      | 500                   |
| <b>Total of Designated Funds</b>                             | <b>4,480</b>        | <b>303</b>       | <b>(4,283)</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>0</b>             | <b>653</b>            |
| <b>TOTAL OF ALL FUNDS</b>                                    | <b>1,313,314</b>    | <b>283,815</b>   | <b>(354,318)</b> | <b>0</b>  | <b>0</b>                     | <b>75,819</b>        | <b>1,318,630</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.

## INVESTMENT PORTFOLIO AS OF 12/31/2016

| Institution                                     | Type of<br>Investment | Earnings      | Cost           | Market<br>Value  |
|-------------------------------------------------|-----------------------|---------------|----------------|------------------|
| <b>Fixed Rate Investments</b>                   |                       |               |                |                  |
| Friends Meeting House Corp.                     | Note                  | 350           | 10,000         | 10,000           |
| <b>Total Fixed Value Investments</b>            |                       | <b>350</b>    | <b>10,000</b>  | <b>10,000</b>    |
| <b>Consolidated Fund</b>                        |                       |               |                |                  |
| Friends Fiduciary                               | Consolidated<br>Fund  | 21,425        | 393,358        | 533,014          |
| <b>Total Consolidated<br/>Funds Investments</b> |                       | <b>21,425</b> | <b>393,358</b> | <b>533,014</b>   |
| <b>Stocks &amp; Bonds</b>                       |                       |               |                |                  |
| Morgan Stanley                                  | Stock                 | -2,940        | 476,527        | 735,586          |
| Sandy Spring Bancorp                            | 30 Shares             | 221           | Gift           | 1,200            |
| <b>Total Stocks &amp; Bonds</b>                 |                       | <b>-2,719</b> | <b>476,527</b> | <b>736,786</b>   |
| <b>Grand Totals</b>                             |                       |               |                |                  |
|                                                 |                       | <b>19,056</b> | <b>879,885</b> | <b>1,286,100</b> |

## INDEPENDENT AUDITOR'S REPORT

### **Baltimore Yearly Meeting of the Religious Society of Friends, Inc.**

Financial Statements  
Years Ended December 31, 2016 and 2015



1835 Market Street, 26th Floor  
Philadelphia, PA 19103

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**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.**

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## INDEPENDENT AUDITOR'S REPORT

**Board of Trustees  
Baltimore Yearly Meeting of the  
Religious Society of Friends, Inc.  
Sandy Spring, MD**

We have audited the accompanying financial statements of Baltimore Yearly Meeting of the Religious Society of Friends, Inc. (a nonprofit organization), which comprise the statements of financial position as of December 31, 2016 and 2015, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these 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 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 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 financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the 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 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 financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

### ***Basis for Qualified Opinion***

As explained in Note 2 to the financial statements, the financial statements of Baltimore Yearly Meeting of the Religious Society of Friends, Inc. are not consolidated with the financial statements of a certain affiliated organization. In our opinion, in order to conform with U.S. generally accepted accounting principles, Baltimore Yearly Meeting of the Religious Society of Friends, Inc.'s financial statements should be consolidated with the financial statements of the affiliated organization. The effects on the financial statements of this departure are not reasonably determinable.

**Qualified Opinion**

In our opinion, except for the effects of the matter discussed in the Basis for Qualified Opinion paragraph, the financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of Baltimore Yearly Meeting of the Religious Society of Friends, Inc. as of December 31, 2016 and 2015, and the changes in its net assets and its cash flows for the years then ended in accordance with U.S. generally accepted accounting principles.

**Report on Supplementary Information**

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses on page 14 is presented for purposes of additional analysis and is not a required part of the 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other procedures in accordance with U.S. generally accepted auditing standards. In our opinion, except for the effects of the matter discussed in the Basis for Qualified Opinion paragraph, such information is fairly stated in all material respects in relation to the financial statements as a whole.

BBD, LLP.

Philadelphia, Pennsylvania  
July 6, 2017

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****STATEMENTS OF FINANCIAL POSITION****December 31, 2016 and 2015**

|                                                         | <b>2016</b>                | <b>2015</b>                |
|---------------------------------------------------------|----------------------------|----------------------------|
| <b>ASSETS</b>                                           |                            |                            |
| Cash                                                    | \$ 334,778                 | \$ 438,983                 |
| Contributions and grants receivable                     | 216,578                    | 191,059                    |
| Prepaid expenses and other assets                       | 83,487                     | 68,958                     |
| Notes receivable                                        | 80,480                     | 99,954                     |
| Investments                                             | 1,279,800                  | 1,151,686                  |
| Property and equipment, net of accumulated depreciation | <u>2,211,376</u>           | <u>2,010,774</u>           |
| <b>Total assets</b>                                     | <b><u>\$ 4,206,499</u></b> | <b><u>\$ 3,961,414</u></b> |
| <br><b>LIABILITIES</b>                                  |                            |                            |
| Accounts payable and accrued expenses                   | \$ 156,458                 | \$ 96,385                  |
| Deferred revenue                                        | <u>21,833</u>              | <u>31,744</u>              |
| <b>Total liabilities</b>                                | <b><u>178,291</u></b>      | <b><u>128,129</u></b>      |
| <br><b>NET ASSETS</b>                                   |                            |                            |
| Unrestricted                                            |                            |                            |
| Operating                                               | 498,788                    | 524,194                    |
| Property and equipment                                  | <u>2,211,376</u>           | <u>2,010,774</u>           |
|                                                         | 2,710,164                  | 2,534,968                  |
| Temporarily restricted                                  | 931,558                    | 915,518                    |
| Permanently restricted                                  | <u>386,486</u>             | <u>382,799</u>             |
| <b>Total net assets</b>                                 | <b><u>4,028,208</u></b>    | <b><u>3,833,285</u></b>    |
| <br><b>Total liabilities and net assets</b>             | <b><u>\$ 4,206,499</u></b> | <b><u>\$ 3,961,414</u></b> |

See accompanying notes

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.**

**STATEMENTS OF ACTIVITIES**

Years ended December 31, 2016 and 2015

|                                                                                    | 2016             |                        |                        |                        | 2015             |                 |                        |                        |                        |       |
|------------------------------------------------------------------------------------|------------------|------------------------|------------------------|------------------------|------------------|-----------------|------------------------|------------------------|------------------------|-------|
|                                                                                    | Unrestricted     |                        | Temporarily Restricted | Permanently Restricted | Total            | Unrestricted    |                        | Temporarily Restricted | Permanently Restricted | Total |
|                                                                                    | Operating        | Property and Equipment |                        |                        |                  | Operating       | Property and Equipment |                        |                        |       |
| <b>REVENUES AND SUPPORT</b>                                                        |                  |                        |                        |                        |                  |                 |                        |                        |                        |       |
| Summer camp revenue, net of financial aid of \$70,080 in 2016 and \$63,657 in 2015 | \$ 881,583       | \$ -                   | \$ -                   | \$ 881,583             | \$ 794,329       | \$ -            | \$ -                   | \$ -                   | \$ 794,329             |       |
| Contributions and grants                                                           | 121,231          | -                      | 280,825                | 405,743                | 136,194          | -               | 381,686                | 4,780                  | 522,660                |       |
| Appointments                                                                       | 453,593          | -                      | -                      | 453,593                | 448,466          | -               | -                      | -                      | 448,466                |       |
| Annual session revenue                                                             | 88,995           | -                      | -                      | 88,995                 | 85,114           | -               | -                      | -                      | 85,114                 |       |
| Youth and other program revenue                                                    | 71,777           | -                      | -                      | 71,777                 | 57,371           | -               | -                      | -                      | 57,371                 |       |
| Other revenue                                                                      | 38,597           | -                      | -                      | 38,597                 | 32,389           | -               | 6,300                  | -                      | 38,689                 |       |
| Net assets released from restrictions                                              | 101,316          | 239,288                | (340,604)              | -                      | 62,187           | 22,767          | (85,554)               | -                      | -                      |       |
| <b>Total revenues and support</b>                                                  | <b>1,757,092</b> | <b>239,288</b>         | <b>(59,779)</b>        | <b>1,940,288</b>       | <b>1,616,650</b> | <b>22,767</b>   | <b>302,432</b>         | <b>4,780</b>           | <b>1,946,629</b>       |       |
| <b>EXPENSES</b>                                                                    |                  |                        |                        |                        |                  |                 |                        |                        |                        |       |
| Program services                                                                   |                  |                        |                        |                        |                  |                 |                        |                        |                        |       |
| Summer camp                                                                        | 959,402          | 67,749                 | -                      | 1,027,151              | 938,294          | 69,171          | -                      | -                      | 1,007,465              |       |
| Annual session                                                                     | 80,487           | -                      | -                      | 80,487                 | 83,640           | -               | -                      | -                      | 83,640                 |       |
| Other programs                                                                     | 365,730          | 667                    | -                      | 366,397                | 264,947          | -               | -                      | -                      | 264,947                |       |
| <b>Total program services</b>                                                      | <b>1,405,619</b> | <b>68,416</b>          | <b>-</b>               | <b>1,474,035</b>       | <b>1,286,881</b> | <b>69,171</b>   | <b>-</b>               | <b>-</b>               | <b>1,356,052</b>       |       |
| Supporting services                                                                |                  |                        |                        |                        |                  |                 |                        |                        |                        |       |
| Administration                                                                     | 252,325          | 8,933                  | -                      | 261,258                | 209,947          | 9,082           | -                      | -                      | 219,029                |       |
| Fundraising                                                                        | 139,812          | -                      | -                      | 139,812                | 146,772          | -               | -                      | -                      | 146,772                |       |
| <b>Total supporting services</b>                                                   | <b>392,137</b>   | <b>8,933</b>           | <b>-</b>               | <b>401,070</b>         | <b>356,719</b>   | <b>9,082</b>    | <b>-</b>               | <b>-</b>               | <b>365,801</b>         |       |
| <b>Total expenses</b>                                                              | <b>1,797,756</b> | <b>77,349</b>          | <b>-</b>               | <b>1,875,105</b>       | <b>1,643,600</b> | <b>78,253</b>   | <b>-</b>               | <b>-</b>               | <b>1,721,853</b>       |       |
| <b>CHANGE IN NET ASSETS BEFORE OTHER CHANGES</b>                                   | <b>(40,664)</b>  | <b>161,939</b>         | <b>(59,779)</b>        | <b>65,183</b>          | <b>(26,950)</b>  | <b>(55,486)</b> | <b>302,432</b>         | <b>4,780</b>           | <b>224,776</b>         |       |
| <b>OTHER CHANGES</b>                                                               |                  |                        |                        |                        |                  |                 |                        |                        |                        |       |
| Investment income (loss)                                                           | 53,921           | -                      | 75,819                 | 129,740                | (4,841)          | -               | (3,482)                | -                      | (8,323)                |       |
| Property and equipment additions                                                   | (38,663)         | 38,663                 | -                      | -                      | (54,442)         | 54,442          | -                      | -                      | -                      |       |
|                                                                                    | 15,258           | 38,663                 | 75,819                 | 129,740                | (59,283)         | 54,442          | (3,482)                | -                      | (8,323)                |       |
| <b>CHANGE IN NET ASSETS</b>                                                        | <b>(25,406)</b>  | <b>200,602</b>         | <b>16,040</b>          | <b>194,923</b>         | <b>(86,236)</b>  | <b>(1,044)</b>  | <b>298,950</b>         | <b>4,780</b>           | <b>216,453</b>         |       |
| <b>NET ASSETS</b>                                                                  |                  |                        |                        |                        |                  |                 |                        |                        |                        |       |
| Beginning of year                                                                  | 524,194          | 2,010,774              | 915,518                | 3,833,285              | 610,427          | 2,011,818       | 616,568                | 378,019                | 3,616,832              |       |
| End of year                                                                        | \$ 498,788       | \$ 2,211,376           | \$ 931,558             | \$ 4,028,208           | \$ 524,194       | \$ 2,010,774    | \$ 915,518             | \$ 382,799             | \$ 3,833,285           |       |

See accompanying notes

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****STATEMENTS OF CASH FLOWS**

Years ended December 31, 2016 and 2015

|                                                                                                              | <u>2016</u>       | <u>2015</u>       |
|--------------------------------------------------------------------------------------------------------------|-------------------|-------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>                                                                  |                   |                   |
| <i>Change in net assets</i>                                                                                  | \$ 194,923        | \$ 216,453        |
| <i>Adjustments to reconcile change in net assets to net cash provided by (used for) operating activities</i> |                   |                   |
| Depreciation                                                                                                 | 77,349            | 78,253            |
| Unrealized and realized (gain) loss on investments                                                           | (81,723)          | 51,435            |
| Contributions restricted for long-term purposes                                                              | (3,687)           | (4,780)           |
| (Increase) decrease in                                                                                       |                   |                   |
| Contributions and grants receivable                                                                          | (25,519)          | (191,059)         |
| Prepaid expenses and other assets                                                                            | (14,529)          | 2,388             |
| Increase (decrease) in                                                                                       |                   |                   |
| Accounts payable and accrued expenses                                                                        | 60,073            | 24,611            |
| Deferred revenue                                                                                             | (9,911)           | 13,026            |
| <b>Net cash provided by operating activities</b>                                                             | <u>196,976</u>    | <u>190,327</u>    |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>                                                                  |                   |                   |
| Purchase of property and equipment                                                                           | (277,951)         | (77,209)          |
| Collection on notes receivable                                                                               | 19,474            | 28,129            |
| Purchase of investments                                                                                      | (48,762)          | (212,690)         |
| Proceeds from sales of investments                                                                           | 2,371             | 57,176            |
| <b>Net cash used for investing activities</b>                                                                | <u>(304,868)</u>  | <u>(204,594)</u>  |
| <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>                                                                  |                   |                   |
| Contributions received for endowment purposes                                                                | 3,687             | 4,780             |
| <b>Net change in cash</b>                                                                                    | (104,205)         | (9,487)           |
| <b>CASH</b>                                                                                                  |                   |                   |
| Beginning of year                                                                                            | <u>438,983</u>    | <u>448,470</u>    |
| <b>End of year</b>                                                                                           | <u>\$ 334,778</u> | <u>\$ 438,983</u> |

See accompanying notes

## BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.

### NOTES TO FINANCIAL STATEMENTS

December 31, 2016 and 2015

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#### (1) NATURE OF OPERATIONS

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.

#### (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.

A review of the control and financial structures of the Miles White Beneficial Society of Baltimore City resulted in a conclusion that the Yearly Meeting is required by GAAP to include this nonprofit entity in its financial statements. However, because the Yearly Meeting exercises no direct control over this entity, and because the financial affairs of this entity are entirely separate, the Yearly Meeting has concluded that it would be misleading to consolidate with this entity and has not done so. In 2017, the Yearly Meeting relinquished its control of two previously controlled and unconsolidated affiliates, Friends House, Inc. and Friends Nursing Home, Inc. Therefore, these affiliates no longer need to be consolidated under GAAP.

##### Basis of Accounting

The 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 reports information regarding its financial position and activities according to the following three classes of net assets:

##### **Unrestricted net assets**

Net assets that are not subject to donor-imposed restrictions. The Yearly Meeting has three classifications of unrestricted net assets. 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. Board designated unrestricted net assets of \$1,586 as of December 31, 2016 have been restricted by the Board of Trustees for a specific purpose and are included in operating net assets on the statement of financial position.

##### **Temporarily restricted net assets**

Net assets that are subject to donor-imposed restrictions that will be satisfied by actions of the Yearly Meeting and/or the passage of time. When a restriction is satisfied, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

##### **Permanently restricted net assets**

Net assets that are subject to donor-imposed restrictions that neither expire by passage of time nor can be satisfied by actions of the Yearly Meeting.

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**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****NOTES TO FINANCIAL STATEMENTS****December 31, 2016 and 2015**

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**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. Unobservable inputs reflect the Yearly Meeting'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 has 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's own assumptions.

**Investments and investment income**

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 statement of activities. Dividend and interest income is recorded as earned.

The Yearly Meeting invests in professionally-managed portfolios that contain 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 financial statements.

**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, 2016 is deferred to the next year. Such revenues collected in advance are included in deferred revenue in the statement of financial position.

Contributions and grants are recorded as unrestricted, temporarily restricted or permanently restricted net assets 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 unrestricted. 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.

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****NOTES TO FINANCIAL STATEMENTS****December 31, 2016 and 2015****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. As of December 31, 2016, the balance of educational loans receivable was \$58,962 and is included in notes receivable on the statement of financial position.

**Income Tax Status**

The Yearly Meeting is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. However, income from certain activities not directly related to the Society's tax-exempt purpose is subject to taxation as unrelated business income. In addition, the Yearly Meeting qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization other than a private foundation under Section 509(a)(1).

GAAP prescribes a minimum recognition threshold that a tax position is required to meet in order to be recognized in the financial statements. The Yearly Meeting believes that it had no uncertain tax positions as defined in GAAP.

**Concentrations of Credit Risk**

Financial instruments which potentially subject the Yearly Meeting to concentration 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 owed from various sources, the majority of which is expected to be collected in 2017. The composition of notes receivable is more fully described in Note 6.

**Functional Allocation of Expenses**

The costs of providing the various program and supporting services have been summarized on a functional basis in the accompanying statement of activities. Accordingly, certain expenses have been allocated among the program and supporting services benefited.

**Reclassifications**

Certain amounts in the 2015 financial statements have been reclassified to conform to the 2016 presentation.

**(3) CONTRIBUTIONS AND GRANTS RECEIVABLE**

As of December 31, 2016 and 2015, contributions and grants receivable consisted of the following:

|                                           | <b><u>2016</u></b>      | <b><u>2015</u></b>      |
|-------------------------------------------|-------------------------|-------------------------|
| Receivable in less than one year          | \$165,936               | \$ 92,661               |
| Receivable in one to five years           | 50,522                  | 98,168                  |
| Receivable in more than five years        | <u>120</u>              | <u>230</u>              |
| Total contributions and grants receivable | <b><u>\$216,578</u></b> | <b><u>\$191,059</u></b> |

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****NOTES TO FINANCIAL STATEMENTS****December 31, 2016 and 2015****(4) INVESTMENTS**

Investments as of December 31, 2016 and 2015 consists of the following:

|                                                                 | <u>2016</u>        | <u>2015</u>        |
|-----------------------------------------------------------------|--------------------|--------------------|
| Money market funds                                              | \$ 57,932          | \$ 16,585          |
| Units in the Consolidated Fund of Friends Fiduciary Corporation | 533,014            | 497,880            |
| Mortgage pool note                                              | 10,000             | 10,000             |
| Equity exchange traded fund                                     | 5,397              | 12,580             |
| Marketable equity securities                                    | <u>673,457</u>     | <u>614,641</u>     |
| Total investments                                               | <u>\$1,279,800</u> | <u>\$1,151,686</u> |

The Consolidated Fund (the "**Fund**") is a co-mingled investment fund sponsored 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 investment and trusteeship services for Friends meetings, 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 portfolio of common stocks and fixed income investments.

Investment income (loss) was comprised of the following:

|                                                       | <u>2016</u>      | <u>2015</u>       |
|-------------------------------------------------------|------------------|-------------------|
| Interest and dividends                                | \$ 48,017        | \$ 43,112         |
| Net realized and unrealized gain (loss) on investment | <u>81,723</u>    | <u>(51,435)</u>   |
|                                                       | <u>\$129,740</u> | <u>\$ (8,323)</u> |

**(5) PROPERTY AND EQUIPMENT**

Property and equipment consist of the following:

|                               | <u>2016</u>         | <u>2015</u>        |
|-------------------------------|---------------------|--------------------|
| Land and improvements         | \$ 1,490,299        | \$1,490,299        |
| Buildings                     | 946,881             | 925,993            |
| Projects in process           | 236,440             | 12,590             |
| Leasehold improvements        | 224,424             | 202,171            |
| Furniture and equipment       | 174,167             | 166,912            |
| Vehicles                      | <u>153,521</u>      | <u>182,431</u>     |
|                               | 3,225,732           | 2,980,396          |
| Less accumulated depreciation | <u>(1,014,356)</u>  | <u>(969,622)</u>   |
|                               | <u>\$ 2,211,376</u> | <u>\$2,010,774</u> |

**(6) NOTES RECEIVABLE**

The Yearly Meeting had the following notes receivable at December 31, 2016:

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. At December 31, 2016 and 2015, this note had a balance of \$40,000.

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****NOTES TO FINANCIAL STATEMENTS****December 31, 2016 and 2015**

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. At December 31, 2016, these educational loans receivable had an outstanding balance of \$58,962. At December 31, 2015, these educational loans receivable had an outstanding balance of \$73,436.

Notes receivable had an allowance of \$18,482 and \$13,482 as of December 31, 2016 and 2015, respectively.

Notes receivable are expected to be collected as follows:

**Year ending December 31,**

|                                       |                  |
|---------------------------------------|------------------|
| 2017                                  | \$ 21,520        |
| 2018                                  | 19,654           |
| 2019                                  | 16,089           |
| 2020                                  | 15,860           |
| 2021                                  | 15,087           |
| Thereafter                            | <u>10,752</u>    |
|                                       | 98,962           |
| Less: Allowance for doubtful accounts | <u>(18,482)</u>  |
|                                       | <u>\$ 80,480</u> |

**(7) 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 29, 2017. 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, 2016 and 2015.

**(8) TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets at December 31, 2016 and 2015 consisted of the following:

|                                    | <b><u>Balance</u></b>    |                         |                        | <b><u>Balance</u></b>    |
|------------------------------------|--------------------------|-------------------------|------------------------|--------------------------|
|                                    | <b><u>12/31/2015</u></b> | <b><u>Additions</u></b> | <b><u>Releases</u></b> | <b><u>12/31/2016</u></b> |
| <b><u>Purpose Restrictions</u></b> |                          |                         |                        |                          |
| Educational student grants         | \$273,717                | \$ 43,278               | \$ (12,400)            | \$304,595                |
| Quaker and spiritual life          | 105,602                  | 4,472                   | (4,004)                | 106,070                  |
| Camp projects and scholarships     | 504,587                  | 308,837                 | (323,345)              | 490,079                  |
| Indian Affairs                     | 10,856                   | -                       | (400)                  | 10,456                   |
| Other                              | <u>14,456</u>            | <u>57</u>               | <u>(455)</u>           | <u>14,058</u>            |
|                                    | <u>909,218</u>           | <u>356,644</u>          | <u>(340,604)</u>       | <u>925,258</u>           |
| <b><u>Time Restrictions</u></b>    |                          |                         |                        |                          |
| Available in future periods        | <u>6,300</u>             | <u>-</u>                | <u>-</u>               | <u>6,300</u>             |
|                                    | <u>\$915,518</u>         | <u>\$356,644</u>        | <u>\$(340,604)</u>     | <u>\$931,558</u>         |

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****NOTES TO FINANCIAL STATEMENTS**

December 31, 2016 and 2015

|                                | <b>Balance<br/>12/31/2014</b> | <b>Additions</b> | <b>Releases</b>   | <b>Balance<br/>12/31/2015</b> |
|--------------------------------|-------------------------------|------------------|-------------------|-------------------------------|
| <b>Purpose Restrictions</b>    |                               |                  |                   |                               |
| Educational student grants     | \$286,918                     | \$ (1,701)       | \$(11,500)        | \$273,717                     |
| Quaker and spiritual life      | 109,462                       | -                | (3,860)           | 105,602                       |
| Camp projects and scholarships | 193,551                       | 379,905          | (68,869)          | 504,587                       |
| Indian Affairs                 | 11,656                        | -                | (800)             | 10,856                        |
| Other                          | 14,981                        | -                | (525)             | 14,456                        |
|                                | <u>616,568</u>                | <u>378,204</u>   | <u>(85,554)</u>   | <u>909,218</u>                |
| <b>Time Restrictions</b>       |                               |                  |                   |                               |
| Available in future periods    | -                             | 6,300            | -                 | 6,300                         |
|                                | <u>\$616,568</u>              | <u>\$384,504</u> | <u>\$(85,554)</u> | <u>\$915,518</u>              |

**(9) PERMANENTLY RESTRICTED NET ASSETS**

Permanently restricted net assets, the income from which is temporarily restricted for scholarships for camp or higher education, consisted of the following:

|                          | <b>2016</b>      | <b>2015</b>      |
|--------------------------|------------------|------------------|
| Yearly Meeting Fund      | \$ 7,877         | \$ 7,877         |
| Permanent Education Fund | 86,512           | 86,512           |
| Camp Scholarship Fund    | <u>292,097</u>   | <u>288,410</u>   |
|                          | <u>\$386,486</u> | <u>\$382,799</u> |

**(10) 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 temporarily restricted and permanently restricted net assets 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 year ended December 31, 2016 are as follows:

|                                                      | <b>Temporarily<br/>Restricted</b> | <b>Permanently<br/>Restricted</b> | <b>Total<br/>Endowment<br/>Assets</b> |
|------------------------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|
| Endowment net assets, beginning of year              | \$171,784                         | \$382,799                         | \$554,583                             |
| Contributions                                        | 12,851                            | 3,687                             | 16,538                                |
| Investment income                                    | 75,819                            | -                                 | 75,819                                |
| Appropriation of endowment assets<br>for expenditure | <u>(12,400)</u>                   | <u>-</u>                          | <u>(12,400)</u>                       |
| Endowment net assets, end of year                    | <u>\$248,054</u>                  | <u>\$386,486</u>                  | <u>\$634,540</u>                      |

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****NOTES TO FINANCIAL STATEMENTS****December 31, 2016 and 2015**

Changes in the endowment assets for the year ended December 31, 2015 are as follows:

|                                                      | <u>Temporarily<br/>Restricted</u> | <u>Permanently<br/>Restricted</u> | <u>Total<br/>Endowment<br/>Assets</u> |
|------------------------------------------------------|-----------------------------------|-----------------------------------|---------------------------------------|
| Endowment net assets, beginning of year              | \$197,366                         | \$378,019                         | \$575,385                             |
| Contributions                                        | -                                 | 4,780                             | 4,780                                 |
| Investment income (loss)                             | (3,482)                           | -                                 | (3,482)                               |
| Appropriation of endowment assets<br>for expenditure | <u>(22,100)</u>                   | <u>-</u>                          | <u>(22,100)</u>                       |
| Endowment net assets, end of year                    | <u>\$171,784</u>                  | <u>\$382,799</u>                  | <u>\$554,583</u>                      |

**(11) 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, 2016 and 2015:

| <b>2016</b>                                                           | <u>Fair Value</u>  | <u>Quoted Prices in<br/>Active Markets<br/>(Level 1)</u> | <u>Significant Other<br/>Observable Inputs<br/>(Level 2)</u> | <u>Significant<br/>Unobservable Inputs<br/>(Level 3)</u> |
|-----------------------------------------------------------------------|--------------------|----------------------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------|
| Money market funds                                                    | \$ 57,932          | \$ 57,932                                                | \$ -                                                         | \$ -                                                     |
| Units in the Consolidated<br>Fund of Friends<br>Fiduciary Corporation | 533,014            | -                                                        | 533,014                                                      | -                                                        |
| Mortgage pool note                                                    | 10,000             | -                                                        | 10,000                                                       | -                                                        |
| Equity exchange traded<br>fund                                        | 5,397              | 5,397                                                    | -                                                            | -                                                        |
| Marketable equity<br>securities                                       | <u>673,457</u>     | <u>673,457</u>                                           | <u>-</u>                                                     | <u>-</u>                                                 |
|                                                                       | <u>\$1,279,800</u> | <u>\$736,786</u>                                         | <u>\$543,014</u>                                             | <u>\$ -</u>                                              |

| <b>2015</b>                                                           | <u>Fair Value</u>  | <u>Quoted Prices in<br/>Active Markets<br/>(Level 1)</u> | <u>Significant Other<br/>Observable Inputs<br/>(Level 2)</u> | <u>Significant<br/>Unobservable Inputs<br/>(Level 3)</u> |
|-----------------------------------------------------------------------|--------------------|----------------------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------|
| Money market funds                                                    | \$ 16,585          | \$ 16,585                                                | \$ -                                                         | \$ -                                                     |
| Units in the Consolidated<br>Fund of Friends<br>Fiduciary Corporation | 497,880            | -                                                        | 497,880                                                      | -                                                        |
| Mortgage pool note                                                    | 10,000             | -                                                        | 10,000                                                       | -                                                        |
| Equity exchange traded<br>fund                                        | 12,580             | 12,580                                                   | -                                                            | -                                                        |
| Marketable equity<br>securities                                       | <u>614,641</u>     | <u>614,641</u>                                           | <u>-</u>                                                     | <u>-</u>                                                 |
|                                                                       | <u>\$1,151,686</u> | <u>\$643,806</u>                                         | <u>\$507,880</u>                                             | <u>\$ -</u>                                              |

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.**

***NOTES TO FINANCIAL STATEMENTS***

**December 31, 2016 and 2015**

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**(12) 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 \$25,617 and \$27,031, respectively, for the years ended December 31, 2016 and 2015.

**(13) SUBSEQUENT EVENTS**

Management has evaluated subsequent events through July 6, 2017, the date on which the financial statements were available to be issued. No material subsequent events have occurred since December 31, 2016 that required recognition or disclosure in the financial statements.

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.****SCHEDULE OF FUNCTIONAL EXPENSES**

Year ended December 31, 2016 with comparative totals for 2015

| EXPENSES              | <u>Supporting Services</u> |                       |                    |                                  | <u>Totals</u>       |                     |
|-----------------------|----------------------------|-----------------------|--------------------|----------------------------------|---------------------|---------------------|
|                       | <u>Program Services</u>    | <u>Administration</u> | <u>Fundraising</u> | <u>Total Supporting Services</u> | <u>2016</u>         | <u>2015</u>         |
|                       | Salaries                   | \$ 646,465            | \$134,520          | \$ 88,077                        | \$222,597           | \$ 869,062          |
| Payroll taxes         | 47,845                     | 10,359                | 6,797              | 17,156                           | 65,001              | 60,722              |
| Employee benefits     | 102,691                    | 14,717                | 6,272              | 20,989                           | 123,680             | 118,072             |
|                       | 797,001                    | 159,596               | 101,146            | 260,742                          | 1,057,743           | 975,988             |
| Contributions         | 48,590                     | 800                   | -                  | 800                              | 49,390              | 42,985              |
| Depreciation          | 68,416                     | 8,933                 | -                  | 8,933                            | 77,349              | 78,253              |
| Equipment expense     | 42,896                     | 4,273                 | 3,499              | 7,772                            | 50,668              | 48,471              |
| Food                  | 109,045                    | -                     | -                  | -                                | 109,045             | 134,715             |
| Insurance             | 38,756                     | 9,467                 | -                  | 9,467                            | 48,223              | 45,237              |
| Maintenance           | 18,285                     | 7,164                 | -                  | 7,164                            | 25,449              | 27,312              |
| Miscellaneous         | 4,064                      | 7,344                 | -                  | 7,344                            | 11,408              | 6,569               |
| Occupancy             | 105,769                    | 2,262                 | 779                | 3,041                            | 108,810             | 81,569              |
| Office expense        | 62,482                     | 6,507                 | 1,375              | 7,882                            | 70,364              | 62,841              |
| Printing and postage  | 14,225                     | 28,309                | 27,944             | 56,253                           | 70,478              | 61,251              |
| Professional fees     | 13,593                     | 21,866                | 1,495              | 23,361                           | 36,954              | 25,981              |
| Travel                | 60,662                     | 4,680                 | 2,255              | 6,935                            | 67,597              | 48,240              |
| Vehicle expense       | 82,492                     | 57                    | -                  | 57                               | 82,549              | 71,856              |
| Workshop expense      | 7,759                      | -                     | 1,319              | 1,319                            | 9,078               | 10,585              |
| <b>Total expenses</b> | <u>\$ 1,474,035</u>        | <u>\$261,258</u>      | <u>\$139,812</u>   | <u>\$401,070</u>                 | <u>\$ 1,875,105</u> | <u>\$ 1,721,853</u> |

**CALENDAR OF MEETINGS**  
**YEARLY MEETING**

Presiding Clerk: Kenneth "Ken" Stockbridge

The 347<sup>th</sup> Annual Session is to be held at  
Hood College, Frederick, Maryland  
July 30 - August 5, 2018

**INTERIM MEETING**

Clerk: Martha "Marcy" Baker Seitel

- March 17, 2018 ..... Charlottesville Friends Meeting
- June 9, 2018 .....Frederick Friends Meeting
- October 20, 2018..... Sandy Spring Friends Meeting

**QUARTERLY MEETINGS**

**CENTRE**

Clerk: Walter Fry

No Meetings have been scheduled.

Dunnings Creek  
State College Friends  
West Branch

**CHESAPEAKE**

Clerk: Sarah Bur

(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)

- Oxford Meeting House
- The Brick Meeting House
- Eastland Preparative Meeting
- Penn Hill Preparative Meeting

### **WARRINGTON**

Clerk: Christopher "Chris" Fowler

(Meetings held 3rd First Day of 2nd, 5th, 8th, and 11th months)

February 18, 2018

May 20, 2018

August 19, 2018

November 18, 2018

Carlisle Quaker Meeting  
Frederick Friends Meeting  
Gettysburg Monthly Meeting  
Menallen Friends Meeting  
Pipe Creek Friends Meeting  
Shepherdstown Friends Meeting  
Warrington Monthly Meeting  
York Friends Meeting

### **INTERCHANGE DEADLINES**

**WINTER 2018 EDITION: DECEMBER 11, 2017**

**SPRING 2018 EDITION: APRIL 16, 2018**

**FALL 2018 EDITION: JULY 23, 2018**

**WINTER 2019 EDITION: DECEMBER 10, 2018**

### **FIRECIRCLE DEADLINE**

**SEPTEMBER 1, 2018**

### **2018 APPORTIONMENT MEETINGS**

**TO BE ANNOUNCED**

### **2018 WOMEN'S RETREAT**

**JANUARY 26 - 28, 2018**

### **JUNIOR YOUNG FRIENDS CONFERENCES**

**NOVEMBER 4 - 5, 2017**

**JANUARY 20 - 21, 2018**

**MARCH 24 - 25, 2018**

**MAY 4 - 6, 2018**

### **YOUNG FRIENDS CONFERENCES**

**SEPTEMBER 29 - OCTOBER 1, 2017**

**NOVEMBER 24 - 26, 2017**

**FEBRUARY 16 - 18, 2018**

**MARCH/APRIL 2018**

**MAY 25 - 27, 2018**

### **FAMILY CAMP WEEKENDS**

**CATOCTIN QUAKER CAMP: MAY 18 - 20 AND OCTOBER 5 - 7, 2018**

**OPEQUON QUAKER CAMP: JUNE 1 - 3 AND OCTOBER 26 - 28, 2018**

**SHILOH QUAKER CAMP: APRIL 27 - 29 AND SEPTEMBER 21 - 23, 2018**

## OFFICERS YEARLY MEETING

|                          |                                           |                 |
|--------------------------|-------------------------------------------|-----------------|
| Presiding Clerk.....     | Kenneth "Ken" Stockbridge, Patapsco ..... | 2014-2018       |
| Recording Clerk .....    | Helen Tasker, Frederick .....             | 2013-2019       |
| Treasurer .....          | Thomas "Tom" Hill, Charlottesville.....   | 01/2014-12/2019 |
| Assistant Treasurer..... | James "Jim" Riley, Hopewell Centre .....  | 01/2014-12/2019 |

the terms of the Treasurer and Assistant Treasurer run from First Month, First  
to Twelfth Month, Thirty-first of the indicated years

## INTERIM MEETING

|                       |                                           |           |
|-----------------------|-------------------------------------------|-----------|
| Clerk.....            | Martha "Marcy" Baker Seitel, Adelphi..... | 2016-2018 |
| Recording Clerk ..... | Arthur David Olson, Takoma Park.....      | 2014-2018 |

## TRUSTEES

Clerk: Harry Tunis

|                                                      |           |
|------------------------------------------------------|-----------|
| Natalie Finegar, Sandy Spring .....                  | 2017-2019 |
| Frederick "Fred" Leonard, Baltimore, Stony Run ..... | 2014-2019 |
| Arthur David Olson, Takoma Park .....                | 2012-2018 |
| R. Neal Peterson, Shepherdstown.....                 | 2017-2019 |
| Gregory "Greg" Tobin, Frederick.....                 | 2013-2019 |
| Harry Tunis, Herndon .....                           | 2012-2018 |

## Ex-officio

|                                          |                 |
|------------------------------------------|-----------------|
| Kenneth "Ken" Stockbridge, Patapsco..... | Presiding Clerk |
| Thomas "Tom" Hill, Charlottesville ..... | Treasurer       |

## OFFICE STAFF

|                                                   |                    |
|---------------------------------------------------|--------------------|
| General Secretary.....                            | Edward "Ned" Stowe |
| Associate General Secretary (as of 1/1/2018)..... | Wayne Finegar      |
| Administrative Assistant.....                     |                    |
| Bookkeeping Assistant.....                        | Emily Morgan       |
| Camp Program Manager .....                        | Jane Megginson     |
| Camp Property Manager .....                       | David Hunter       |
| Comptroller .....                                 | Margo Lehman       |
| Development Director.....                         | Ann Venable        |
| Outreach and Inclusion Coordinator.....           | Dyresha Harris     |
| Youth Programs Manager.....                       | Jocelyn Dowling    |



## COMMITTEE MEMBERSHIP

### ADVANCEMENT AND OUTREACH

aando@bym-rsf.org  
Clerk: Jeannette Smith

#### 2018

Alexander Barnes Adelphi (13)  
Michael Cronin Washington (15)

#### 2019

Marsha Holliday Washington (16)  
Mackenzie "Maco" Morgan Adelphi (16)  
Jeannette Smith Langley Hill (13)

#### 2020

Aaron "Nony" Dutton Homewood (14)  
Martin Melville State College (14)  
John Yost Eastland (17)

### CAMPING PROGRAM

cpc@bym-rsf.org  
Co-Clerks: Sarah Williamson  
and Harry "Scotty" Scott

#### 2018

Allegra Churchill Charlottesville (13)  
JoAnn Coates Hunter Frederick (15)

#### 2019

Stephanie "Steph" Bean Adelphi (16)  
Katie Bliss Frederick (16)  
Kathryn "Katy" Schutz Charlottesville (13)  
Harry "Scotty" Scott York (13)

#### 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)  
Jennifer "Jenn" Schneider  
Teen Adventure (17)  
Nora Swift Shiloh (17)  
Sarah Williamson Annapolis (14)

#### Ex-officio

Jesse Austell Teen Adventure Director  
Elaine Brigham Opequon Director  
Rosalie "Rosie" Eck  
Teen Adventure Director

Dyresha Harris Catoctin Director  
Jane Megginson Camp Program Manager  
Jesse Miller Catoctin Director  
Hope Swank Shiloh Director

### CAMP PROPERTY MANAGEMENT

cpmc@bym-rsf.org  
Clerk: Gloria Victor Dorr

#### 2018

Avery Rain Adelphi (15)  
Frances "Frannie" Taylor  
Goose Creek (12)

#### 2019

Judith "Judy" Cahill Charlottesville (16)  
David "Dave" Diller Adelphi (13)

#### 2020

Lois Crawford Valley (14)  
Gloria Victor Dorr Sandy Spring (14)  
Nicholas "Nick" Funkhouser  
Frederick (14)

#### Ex-officio

Linda Garrettson Camping Program  
David Hunter Camp Property Manager  
James "Jim" Lynn Stewardship and Finance  
Gregory "Greg" Tobin Trustees

### DEVELOPMENT

develop@bym-rsf.org  
Clerk: Elizabeth "Liz" Hofmeister

#### 2018

Kevin Caughlan Sandy Spring (09)

#### 2019

Marion Ballard Bethesda (16)  
Walter Brown Langley Hill (13)  
Elizabeth "Liz" Hofmeister Bethesda (13)  
Andrei Isreal State College (16)

#### 2020

Jon Nafziger Charlottesville (14)

#### Ex-officio

James "Jim" Lynn Stewardship & Finance  
Harry Tunis Trustees  
Ann Venable Development Director

Messages sent to listed e-mail addresses will be received by all members of the committee.

## EDUCATIONAL GRANTS

edgrants@bym-rsf.org

Clerk: Janet Eaby

### 2018

David Bohnert Dunnings Creek (13)

Betty Smallwood Langley Hill (15)

### 2019

Janet Eaby Nottingham (13)

Elizabeth "Betsy" Tobin Frederick (16)

### 2020

Carole Brown Langley Hill (14)

William "Bill" Strein Washington (14)

## FAITH AND PRACTICE

fandp@bym-rsf.org

Clerk:

## INDIAN AFFAIRS

indianaffairs@bym-rsf.org

Clerk: Sara Horsfall

### 2018

Sara Horsfall Patapsco (15)

### 2019

Eric Carlson Goose Creek (13)

Jana McIntyre Sandy Spring (13)

Patricia "Pat" Powers Sandy Spring (16)

Catherine "Cathy" Schairer

Sandy Spring (13)

### 2020

Christine Ashley Adelphi (17)

Normalee "Norm" Fox Alexandria (17)

Rebecca "Rep" Pickard Gunpowder (14)

Robert "Bob" Rugg Richmond (17)

Frederick "Fred" Swan Sandy Spring (17)

## MANUAL OF PROCEDURE

mop@bym-rsf.org

Clerk: Margaret "Peggy" Dyson-Cobb

### 2020

Peggy Dyson-Cobb Maury River (13)

Donna Kolaetis Menallen (17)

W. Clinton Pettus

Baltimore, Stony Run (17)

## MINISTRY AND PASTORAL CARE

mandpc@bym-rsf.org

Clerks: Melanie Gifford and

Amy Schmaljohn

### 2018

Timothy "Tim" Hunt Langley Hill (15)

Thom "Tom" Klaus Sandy Spring (15)

Amy Schmaljohn Gunpowder (12)

### 2019

Henry Apencha Baltimore, Stony Run (16)

Jessica Arends State College (16)

Marika Cutler Bethesda (16)

### 2020

David "Dave" Fitz York (16)

Melanie Gifford Adelphi (14)

Nicole "Nikki" Richards

Baltimore, Stony Run (17)

Rebecca Richards Gunpowder (17)

Maggie Willow Adelphi (17)

## NOMINATING

nominating@bym-rsf.org

Clerk: Erik Hanson and Deborah Haines

### 2018

Rebecca Gardner Rhudy Deer Creek (15)

Bette Hoover Sandy Spring (12)

William "Bill" Mitchell Patapsco (15)

Byron Sandford Washington (12)

Margaret Stambaugh Gettysburg (12)

### 2019

Erik Hanson Takoma Park (13)

Denna Joy Richmond (16)

Ollie Moles Langley Hill (16)

### 2020

Alexandra "Alex" Bean Adelphi (17)

Deborah Haines Alexandria (17)

Kathryn Munnell Homewood (17)

Herbert "Chip" Tucker Charlottesville (17)

Messages sent to listed e-mail addresses will be received by all members of the committee.

**NUTS AND BOLTS COMMITTEE  
OF YOUNG FRIENDS**

**Clerks**

Ezra Downing Szanton Homewood  
Thomas Finegar Sandy Spring

**Assistant Clerk**

Oona Schreur Baltimore, Stony Run

**Recording Clerks**

William "Will" Finegar Sandy Spring  
Kathleen "Kate" McHale Sandy Spring

**Treasurer**

Isabel Schreur Baltimore, Stony Run

**Assistant Treasurer**

Rosa Rutkowski Homewood  
Katalina Kastrong Adelphi

**Youth Programs Committee**

Ayiana Croft Adelphi  
Katie Farr Washington  
Annie McCasland Catoctin

**Members-at-Large**

Lukas "Sunshine" Austin  
Baltimore, Stony Run  
Molly Carroll Sandy Spring  
Brigid Roush Sandy Spring

**Annual Session Planners**

Dorsey Crocker Charlottesville  
Maya "Wes" Livezey Sandy Spring  
Savraj Moore Maury River

**Web Master**

Yana Rogers Alexandria

**Assistant Web Master**

Henry Krulak-Palmer  
Baltimore, Stony Run

**Scholarship**

Katie Faust-Little Opequon

**Farmer**

Anna Goodman Sandy Spring  
Rosie Silvers Shiloh

**Floater**

Tadek Kosmal Langley Hill  
Eleanore Liske-Doorandish Blacksburg

**PEACE AND SOCIAL CONCERNS**

peace@bym-rsf.org

Clerk: Philip "Phil" Caroom

**2018**

Lauren Brownlee Bethesda (15)  
Robert "Bob" Goren  
Baltimore, Stony Run (15)

**2019**

Annette Breiling Frederick (13)  
Philip "Phil" Caroom Annapolis (13)  
Andrew "Andy" Conlon Norfolk (16)  
Rosemarie Davis Patapsco (16)  
Darcy Lane Sandy Spring (16)

**2020**

Ellen Arginteanu State College (14)  
Scott Cannady Midlothian (17)  
Samantha Magrath Adelphi (14)

**PROGRAM**

program@bym-rsf.org

Clerk: Barbarie Hill

**2018**

Martha Gay Adelphi (15)  
Deborah Legowski Sandy Spring (15)

**2019**

Barbarie Hill Charlottesville (13)  
Rebecca Rawls Langley Hill (16)  
Barbara Thomas Annapolis (16)

**2020**

Jason Eaby Nottingham (17)  
Barbara "Barb" Platt Sandy Spring (14)  
Carol Seddon Baltimore, Stony Run (14)

**Ex-officio**

Margaret "Peg" Hansen Registrar  
Kenneth "Ken" Stockbridge  
Presiding Clerk  
Bookstore Manager

**Junior Yearly Meeting Clerk**

Ellen Arginteanu Richmond  
Carol Seddon Baltimore, Stony Run

**Ministry and Pastoral Care**

**Young Adult Friends**

Alexandra "Alex" Bean Adelphi

Messages sent to listed e-mail addresses will be received by all members of the committee.



John Hudson Sandy Spring (13)  
Richard "Rick" Morgan Bethesda (13)  
Susan "Sue" Hunter Deer Creek (16)  
**2020**  
Philip "Phil" Favero Annapolis (14)  
Ralph Hutton Mattaponi (17)  
Munro Meyersburg Sandy Spring (14)  
Deborah "Debbi" Sudduth  
Goose Creek (14)

### YOUTH PROGRAMS

[ypc@bym-rsf.org](mailto:ypc@bym-rsf.org)

Clerk: Annalee Flower Horne and  
Rebecca "Becka" Haines Rosenberg

#### 2018

Anne Bacon Hopewell Centre (15)  
Katherine "Katie" Caughlan  
Sandy Spring (12)

Laura Coleson-Schreur  
Baltimore, Stony Run (12)  
Annalee Flower Horne Takoma Park (15)

#### 2019

Johanna Cowie Sandy Spring (16)  
Katherine "Kat" Darnell Frederick (16)  
James "Jamie" DeMarco  
Baltimore, Stony Run (16)

Rebecca "Becka" Haines Rosenberg  
Alexandria (15)  
Mark Roush Sandy Spring (16)

#### 2020

Thomas "Tom" Horne Takoma Park (17)  
Graham Martin-Poteet Adelphi (17)  
Julie Odland Frederick (17)  
Miles "Chip" Trail Maury River (14)

#### Ex-officio

Jocelyn "Jossie" Dowling  
Youth Programs Manager

#### Young Friends

Ayiana Croft Adelphi  
Annie McCasland Catoctin

### AD HOC GROWING DIVERSE LEADERSHIP COMMITTEE

[gdl@bym-rsf.org](mailto:gdl@bym-rsf.org)  
(established 2015)

Clerk: Martha "Marcy" Baker Seitel  
Assistant Clerk: Lauren Brownlee

St. Clair Allmond Richmond  
Lauren Brownlee Bethesda  
Louisa Davis Herndon  
Jossie Dowling Youth Programs Manager  
David Etheridge Washington  
Dyresha Harris Outreach and  
Inclusion Coordinator

W. Clinton Pettus Baltimore, Stony Run  
Martha "Marcy" Baker Seitel Clerk of  
Interim Meeting

Jeannette Smith Langley Hill  
Kenneth "Ken" Stockbridge Presiding Clerk  
Ned Stowe General Secretary  
Ann Venable Development Director  
E. Diane White Washington

Camping Program  
Ministry and Pastoral Care  
Religious Education  
STRIDE Working Group  
Young Adult Friends  
Young Friends

### INTERNET COMMUNICATIONS

#### WORKING GROUP

[netcomm@bym-rsf.org](mailto:netcomm@bym-rsf.org)  
(Advancement and Outreach)  
(established 2015)

Clerk: Philip "Phil" Caroom

Philip "Phil" Caroom Annapolis  
Mackenzie "Maco" Morgan Adelphi  
Richard Thayer Baltimore, Stony Run

## **INTERVISITATION WORKING GROUP**

intervisitation@bym-rsf.org  
(Ministry and Pastoral Care)  
(established 2013)  
Clerk:

|                 |                |
|-----------------|----------------|
| Linda Coates    | Eastland       |
| Jason Eaby      | Nottingham     |
| Jade Eaton      | Adelphi        |
| Beth Gorton     | New England YM |
| Erik Hanson     | Takoma Park    |
| Joan Liversidge | Sandy Spring   |
| Janey Pugsley   | Sandy Spring   |

## **RIGHT SHARING OF WORLD RESOURCES WORKING GROUP**

rswrwg@bym-rsf.org  
(Peace & Social Concerns)  
(established 2008)  
Clerk:

## **SPIRITUAL FORMATION**

### **PROGRAM WORKING GROUP**

spiritform@bym-rsf.org  
(Ministry & Pastoral Care)  
(established 2009)  
Clerk: Amy Schmaljohn

|                   |           |
|-------------------|-----------|
| Alan Evans        | Gunpowder |
| David "Dave" Fitz | York      |
| Ruth Fitz         | York      |
| Jennifer Robinson | Gunpowder |
| Marilyn Rothstein | Gunpowder |
| Alan Schmaljohn   | Gunpowder |
| Amy Schmaljohn    | Gunpowder |

## **STRENGTHENING TRANSFORMATIVE RELATIONSHIPS IN DIVERSE ENVIRONMENTS (STRIDE)**

### **WORKING GROUP**

stride@bym-rsf.org  
(Camping Program)  
(established 2014)

Dyresha Harris  
Outreach and Inclusion Coordinator  
*Baltimore STRIDE*  
Clerk:

|                     |                      |
|---------------------|----------------------|
| Hannah Brown        | Shiloh               |
| Zuri Cavell-Allette | Baltimore, Stony Run |
| Rosalie Eck         | Adelphi              |
| Laura Grothaus      | Teen Adventure       |
| Joseph "Joe" Hammer | Catoctin             |

*Charlottesville STRIDE*

Clerk:

|                          |                 |
|--------------------------|-----------------|
| Chelsea "Chelly" Barbour | Shiloh          |
| Julia Calland            | Charlottesville |
| Madeleine Keach          | Charlottesville |
| Andrew Nafziger          | Charlottesville |

*District of Columbia STRIDE*

Clerks: Alexis "Sunshine" Klein and James "Jamie" DeMarco  
James "Jamie" DeMarco Homewood  
Nathan Harrington Sandy Spring  
Nicholas "Nick" Holz-Silverson Chestnut Hill

|                         |                      |
|-------------------------|----------------------|
| Alexis "Sunshine" Klein | Shiloh               |
| Nicole "Nikki" Richards | Baltimore, Stony Run |
| Nora Swift              | Shiloh               |

*Philadelphia STRIDE*

Clerks: Erin Harbor and Maria Adamson  
Maria Adamson Opequon  
Tajae Bradley Teen Adventure  
Allegra Churchill Charlottesville  
Erin Harbor Maury River  
Peter Herrick Catoctin  
Joni Jeter Shiloh  
Genevieve Legowski Sandy Spring  
Cara Netzer Frederick  
Amanda Wessel Catoctin  
Zephyr Zink Catoctin

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Messages sent to listed e-mail addresses will be received by all members of the committee.

**WOMEN'S RETREAT**

**WORKING GROUP**

womensretreat@bym-rsf.org

(Ministry & Pastoral Care)

(established 2010)

Clerk: Bette Hoover

2018 Coordinating Meeting: Sandy Spring

Carol Beigel Adelphi

Johanna Cowie Sandy Spring

Bette Hoover Sandy Spring

Hannah Kerr Sandy Spring

Margo Lehman Sandy Spring

Joan Liversidge Sandy Spring

Elizabeth "Betsy" Roush Sandy Spring

Michelle Seith Sandy Spring

Virginia "Ginny" Styer Sandy Spring

Elizabeth "Betsy" Tobin Frederick

**WORKING GROUP ON RACISM**

wgr@bym-rsf.org

(Ministry & Pastoral Care)

(established 2001)

Clerk: David Etheridge

Jane Melaney Coe Bethesda

Ellen Cronin Sandy Spring

Paul Didisheim Washington

Elizabeth DuVerlie Baltimore, Stony Run

David Etheridge Washington

Peirce Hammond Bethesda

Patience "Pat" Schenck Annapolis

Ann Vernon Langley Hill

**WORKING GROUP ON**

**REFUGEES, IMMIGRANTS, AND**

**SANCTUARY**

refugees@bym-rsf.org

(Peace & Social Concerns)

(established 2017)

Clerk: Bette Hoover

James "Jim" Bell Washington

Annette Breiling Frederick

Maria Brown Baltimore, Stony Run

Lauren Brownlee Bethesda

Roselle Clark Midlothian

Kathleen "Kathy" Fox

Bette Hoover

Deborah "Deb" Hurley

Sheila Kryston

Erinn Mansour

Will McCabe

Erin Murphy

Jon Nafziger

Linda Rabben

Anna Rubin

Maury River

Sandy Spring

Patapsco

Goose Creek

Sandy Spring

Goose Creek

Washington

Charlottesville

Adelphi

Patapsco

**WORKING GROUP ON  
RIGHT RELATIONSHIP WITH  
ANIMALS**

rightanimals@bym-rsf.org

(Unity with Nature)

(established 2015)

Clerk: Margaret Fisher

Dayna Baily

Mary Campbell

Margaret Fisher

Bethanne Kashkett

Samantha Magrath

Judith Sangillo

Penn Hill

Washington

Herndon

Patapsco

Adelphi

Bethesda

**YOUTH SAFETY POLICY**

**WORKING GROUP**

youthsafety@bym-rsf.org

(Trustees)

(established 2013)

Convenor: Natalie Finegar

Ellen Arginteanu

Windy Cooler

JYM Clerk

Clerk of Religious Education

Jocelyn "Jossie" Dowling

Youth Programs Manager

Natalie Finegar

Annalee Flower Home

Clerk of Youth Programs

Rebecca "Becca" Haines Rosenberg

Clerk of Youth Programs

Jane Megginson

Michael Newheart

Camp Program Manager

Clerk of Religious

Education

Messages sent to listed e-mail addresses will be received by all members of the committee.

Harry "Scotty" Scott  
Clerk of Camping Program  
Carol Seddon JYM Clerk  
Martha "Marcy" Baker Seitel  
Clerk of Supervisory  
Kenneth "Ken" Stockbridge  
Presiding Clerk  
Ned Stowe General Secretary  
Sarah Williamson  
Clerk of Camping Program

## **YOUNG ADULT FRIENDS**

yafs@bym-rsf.org

### **Co-Clerks**

Dylan Phillips Baltimore, Stony Run (17)  
Jennifer Vekert Sandy Spring (16)

### **Treasurer**

James "Jamie" DeMarco Homewood (16)

### **Communications Coordinator**

Alexandra "Alex" Bean Adelphi (17)  
Rebecca "Becca" Bacon  
Hopewell Centre (17)

# REPRESENTATIVES TO ORGANIZATIONS AFFILIATED WITH THE YEARLY MEETING

## AMERICAN FRIENDS SERVICE COMMITTEE CORPORATION

**2018**

Aaron C. "Nony" Dutton Homewood (11)

**2019**

David "Dave" Treber Dunnings Creek (13)

**2020**

Chester McCoy Adelphi (14)

David Robinson Alexandria (17)

## FRIENDS COMMITTEE ON NATIONAL LEGISLATION GENERAL COMMITTEE

**2018**

Marion Ballard Bethesda (15)

Thomas "Tom" Gibian Sandy Spring (15)

**2019**

Susan Griffin Washington (16)

Byron Sandford Washington (16)

**2020**

Scott Breeze Washington (17)

Victor Thuronyi Adelphi (17)

## FRIENDS GENERAL CONFERENCE, CENTRAL COMMITTEE

**2018**

Rebecca "Becka" Haines Rosenberg  
Alexandria (15)

John Meyer Washington (12)

**2019**

Michelle Bellows Richmond (16)

Linda Goldstein Charlottesville (13)

**2020**

Mark Cannon Washington (14)

Justin Connor Washington (17)

Deanna Meyer Boyd  
Baltimore, Stony Run (17)

Ann Riggs Annapolis (14)

Dorothy "Dot" Walitzer Annapolis (17)

**Ex-officio**

Ken Stockbridge Presiding Clerk

## FRIENDS HOUSE RETIREMENT COMMUNITY

**2020**

Michael Levi Adelphi (17)

## FRIENDS MEETING SCHOOL

**2018**

Peirce Hammond Bethesda (15)

**2019**

Deborah Haines Alexandria (10)

## FRIENDS PEACE TEAMS Representative

Robert "Bob" Rhudy Patapsco (16)

## FRIENDS UNITED MEETING

### GENERAL BOARD

**2020**

Walter Fry West Branch (14)

Georgia Fuller Langley Hill (14)

Ann Riggs Annapolis (17)

## FRIENDS WILDERNESS CENTER (Appointed on advice of Unity with Nature)

## FRIENDS WORLD COMMITTEE FOR CONSULTATION

### SECTION OF THE AMERICAS

Convener: Judith "Judy" Seaman

**2018**

Michael Doo Baltimore, Stony Run (15)

Jason Eaby Nottingham (15)

**2019**

Thomas Finegar Sandy Spring (16)

Anna Goodman Sandy Spring (16)

Bette Hoover Sandy Spring (13)

Judith "Judy" Seaman Buckhannon (13)



## LOCAL MEETINGS

### ADELPHI FRIENDS MEETING

- Mailing address: 2303 Metzertott Road, Adelphi, Maryland 20783  
Meeting place: 2302 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: 9:00 am and 10:00 am  
First Day School: 10:20 am except Junior Meeting fourth First Day at 10:00 am
- 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 (Holly Hall) bus stops about 1/2 mile from the Meeting House (near the corner of New Hampshire and Southampton).
- Contacts: Clerk: Paul Jolly; Assistant Clerk: Martha "Marcy" Seitel; Treasurer: Reuben Snipper; Assistant Treasurer: John Stith; Recording Clerk: Amy Greene; Recorder: Carol Beigel; Finance: Anna Sommers; Ministry & Worship: Mosi Harrington; Nominating: Nicole Cintas; Pastoral Care: Vacant; Peace & Social Concerns: Margaret Vitullo and Sommers Knight; Religious Education: Kenneth "Ken" Leonard; Interim Meeting Representative: Vacant

### 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: Katherine Spivey; Adult Religious Education: Judy Elvington; Children's Religious Education: Deborah Haines; Communications: Katherine Spivey; Ministry & Nurture: William "Bill" Hecht; Nominating: Gordon Roesler; Peace & Social Concerns: Davis Balderston; Trustees: Rachel Pharr; Newsletter Editor: Barbara Ginsburg; Interim 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: [annapolis.quaker.org](http://annapolis.quaker.org)

E-mail: [info@annapolis.quaker.org](mailto:info@annapolis.quaker.org)

First Day schedule: Worship: 11:00am

First Day School: 11:00am

Adult Religious Education: 9:30am on second and fourth 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 .5 miles to first right onto N. Bestgate Road. Take first left onto Dubois Road. Go to the end. Meeting House is on the left.

Contacts: Clerk: Wesley "Wes" Jordan; Assistant Clerk: Martha Baer; Treasurer: Susan "Sue" Podolin and Julie Rouhi; Recording Clerk: Philip Caroom; Recorder: Philip Caroom; Ministry & Worship: Thomas "Tom" Wolfe; Nominating: Elise Albert; Outreach: Patience "Pat" Schenck; Pastoral Care: Dorothy "Dotty" Doherty; Peace & Social Concerns: Carl Benson; Religious Education: Kimberly Benson & Joanna Tobin; Stewardship & Finance: Karen Cunyngnam; Trustees: Marcia Ormsby; Newsletter Editor: Beth Mayer; Interim Meeting Representative: Patricia "Trish" Robinson.

### **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.html](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/augusta.html)  
E-mail: [tabstevejean@gmail.com](mailto:tabstevejean@gmail.com)  
First Day schedule: Worship: 10:00am  
Travel directions: Call for directions.  
Contacts: Clerk: Jeanne Tabscott; Interim 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 11:00 am (in July and August at 8:30am & 10:00am)  
First Day School: 11:20am (in July and August 10:20 am)  
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: Maria Brown; Assistant Clerk: Blaine Keener; Treasurer: Margaret Allen; Recording Clerk: Nicholas "Nick" Fessenden; Recorder: Karie Firoozmand; Annual Giving: Vacant; Community, Care & Clearness: Lawrence "Larry" Reid and Joan Thompson; Finance: Vacant; Ministry & Counsel: Paul Phillips; Nominating: Catherine "Cathie" Felter; Baltimore Quaker Peace & Justice (joint with Homewood): Deborah "Debbie" Ramsey; Religious Education: Kathryn "Kathy" Vizachero; Support & Supervision: Elizabeth "Betsey" Forbush; Trustees: Frederic "Fred" Hinze and Francis "Frank" Brocato; Interim Meeting Representative: J. Michael Boardman and Carol Seddon.

## **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: Susan Kaul and Ralph Steinhardt; Treasurer: Gregory "Greg" Ingram; Assistant Treasurer: Marion Ballard; Recording Clerk: Ronald "Ron" Akins; Recorder: Richard "Rick" Morgan; Adult Religious Education: Stephanie Koenig; Advancement & Outreach: Travis Gallagher and Gale Thompson; Ministry & Worship: Peter Nielsen-Jones and Ronald "Ron" Akins; Nominating: Susan "Susie" Crowley and Douglas "Doug" Smith; Pastoral Care: Peirce Hammond; Peace & Social Justice: Deborah Friese; Religious Education: Amy Lear White; Stewardship & Finance: Robert "Rob" McGarrah and Michael "Mike" Norris; Newsletter Editor: Jane Meleney

Coe; Interim 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: Jay Wilkins; Adult Education: Debora "Deb" Warren; Earth Care: Alwyn Moss and Liz Tuchler; Hospitality & Outreach: Estill Putney and Terry Lundberg; Ministry & Oversight: Andrew Kavanaugh; Nominating: Michelle Wilkins; Peace and Social Concerns: Vacant; Religious Education: Michelle Wilkins; Stewardship & Finance: Jay Wilkins; Interim 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.html](http://www.bym-rsf.org/who_we_are/meetings/wva_meetings/buckhannon.html)  
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 College. 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; Interim 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; 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; Interim 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.fgcquaker.org/cloud/charlottesville-friends-meeting](http://www.fgcquaker.org/cloud/charlottesville-friends-meeting)

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: Susan Beers; Treasurer: Anne Williams; Recording Clerk: Herbert "Chip" Tucker and Vonnie Calland; Recorder: Richard Balnave; Finance: Cynthia Power; Friendship: Beth Kuhn; Ministry &

Worship: Georgeann Wilcoxson; Nominating: Elizabeth Shillue;  
Overseers: Alice Anderson; Peace & Social Concerns: Aida Barnes-  
May and Stevik Kretzmann; Religious Education: Russell "Rusty"  
Carlock; Newsletter Editor: Barbarie Hill; Interim Meeting Repre-  
sentative: Barbarie 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.deercreekmeeting.org](http://www.deercreekmeeting.org)  
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:  
Susan "Sue" Hunter; Recorder: Margaret Scarborough; Advance-  
ment & Outreach: Mary McLean; Ministry & Oversight: James "Jim"  
Pickard & Margaret Scarborough; Peace & Social Justice: Christo-  
pher "Chris" Neumann; Religious Education: Mara Walter; Trustees:  
Stuart Cohen and Henry Smith Holloway; Unity with Nature: Susan  
"Sue" Hunter and Mary Corddry; Newsletter Editor: Margaret Scar-  
borough; Interim Meeting Representative: Mary Corddry and Mara  
Walter.

## **DUNNINGS CREEK FRIENDS MEETING (CENTRE QUARTER)**

Mailing address: c/o Susan Williams, 2049 Valley Road, Schellsburg, PA 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 I99 north to the Rt. 56 exit; exit west PA Rt. 56. Go 3.1 miles to Old Quaker Church Road; bear left. Go .3 miles to the Meeting House on the left.

Contacts: Clerks: Susan Williams and David "Dave" Bohnert; Treasurer: Marcia Rogish; Newsletter Editor: Karin Sedewar; Interim 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 U.S. 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: Linda Coates; Treasurer: Charlesie Coates; Interim 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

Telephone:

Web site: [www.bym-rsf.org/who\\_we\\_are/meetings/va\\_meetings/fauquier.html](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/fauquier.html)

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. Turn left on Station 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 MONTHLY 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.html](http://www.bym-rsf.org/who_we_are/meetings/va_meetings/floyd.html)

First Day schedule: Worship: 10:00am

First Day School: 10:00am

Business Meeting: First First Day, 12:00pm, preceded by pot-luck.

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: Rebecca Dameron; Recording Clerk: Nancy Jo "Jo" Parr; Adult Religious Education: Vacant; First Day School: Justin Yonker; Ministry & Worship: Sharon Custer-Bogges; Outreach: Edna Whitier; Peace & Social Concerns: Lee Henkel; Interim Meeting Representative: Vacant.

## **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: 10:45 – 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: Carlotta Joyner; Treasurer: Gregory "Greg" Tobin; Recording Clerk: Michele Hartley and Kathy Funkhouser; Recorder: Olivia

Evans; First Day School: Susanna Laird and Elizbeth "Betsy" Tobin; Ministry & Counsel: Isaac Smith; Nominating: Helen Tasker; Peace & Social Concerns: Ann Payne and Annette Brieling; Stewardship & Finance: Michael King; Trustees: Gail Whitehead; Interim Meeting Representative: Vacant.

## **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: 7:30 am (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 between 8:00am and 4:30pm weekdays or see the FMW web site.  
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; Assistant Clerk: Grant Thompson; Treasurer: Robert "Bob" Meehan; Assistant Treasurer: Michael North; Recording Clerk: Betsy Bramon; Finance & Stewardship: James "Jim" Bell; Marriage & Family Relations: Vacant; Membership: Janet Dinsmore; Ministry & Worship: Gregory Robb; Nominating: Todd Harvey; Peace & Social Concerns: Michael "Mike" Duvall; Religious Education: Anita Drever-Orvis; Trustees: Vacant; Interim 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.html](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/gettysburg.html)  
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 US [Business] 15) go north one block on Carlisle St. to Water St. Left on Water, go one block and through College Gate to parking lot. Walk north about 75 yards until you see the Memorial Wall. Glatfelter Lodge (Faculty Lounge) is the old stone building with stained glassed windows nearest the wall  
Contacts: Clerk: Sandy Moyer; Treasurer: Ann Mummert; Recording Clerk: Jerry Johnson; Interim Meeting Representative: Vacant.

### **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 7-11 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: Deborah "Debby" Sudduth; Assistant Clerk: Patricia "Pat" Barber; Treasurer: Anne Carlson; Recording Clerk: Catherine Cox; Recorder: Nancy Uram; Finance: John "Jed" Shilling; Ministry & Oversight: Catherine Cox and Sheila Kryston; Nominating: Brian Burgher; 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; Interim Meeting Representative: Brett Ann Hoag.

### **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

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- Web site: [gunpowder.quaker.org](http://gunpowder.quaker.org)  
E-mail: [meetingclerk3@gmail.com](mailto:meetingclerk3@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: Rebecca Richards; Assistant Clerk: Jennifer Robinson; Treasurer: Alan Evans; Recording Clerk: Evelyn "Evie" Poey Fielding, Alan Schmaljohn, and Claire Twose; Recorder: Alison Seitz and Meredith van den Beemt; Care and Oversight: Cecilia Meisner; Finance: Adair Clarke; First Day School: Marilyn Rothstein; Ministry & Counsel: Louise "LouAnne" Smith; Nominating: Amy Schmaljohn; Trustees: Stephen "Steve" Rives; Newsletter Editor: Claire Hartman and Jennifer Robinson; Interim Meeting Representative: Robert "Bob" Fetter and Elizabeth "Susie" Fetter.

## **HERNDON FRIENDS MEETING**

- Mailing address: 660 Spring Street, Herndon, Virginia 20170  
Meeting place: 660 Spring Street, Herndon, Virginia 20170  
Wheelchair accessible  
No hearing assistance system  
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: Catherine "Cat" Wilkins; Assistant Clerk: Inga Erickson; Treasurer: Terence McCormally; Recording Clerk: Catharine "Cathy" Tunis; Recorder: Catharine Tunis; Finance: Amy Shinkman; Ministry & Oversight: Inga Erickson; Nominating: Harry Tunis; Peace & Social Concerns: Melanie Stanley and Tim Stanley; Religious Education: Abbey Compton and Jolene Smith; Trustees: Vacant; News-

letter Editor: Terence McCormally; Interim Meeting Representative:  
Catharine "Cathy" 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 Walters; Treasurer: Megan Shook; Recording Clerk: Molly Mitchell; Recorder: Christine "Chris" Rutkowski; Indian Affairs: joint with Stony Run; Ministry & Counsel: vacant; Nominating: Mina Brunyate; Baltimore Quaker Peace & Justice: joint with Stony Run; Religious Education: Vacant; Trustees: Susan Russell Walters; Newsletter Editor: Mina Brunyate; Interim 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, Virginia  
Wheelchair accessible  
No hearing assistance system  
Telephone: 540-667-9114 – Hopewell Meeting House  
Web site: [hopecentre.quaker.org](http://hopecentre.quaker.org)  
E-mail: [hopecentre@wvmcc.com](mailto:hopecentre@wvmcc.com)  
First Day schedule: Worship: 10:00am  
First Day School: 11:15am  
Fourth First Day meeting is at Centre Meeting House  
Business Meeting: Second First Day: 11:30am  
Travel directions: 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 is located in 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; Re-

ording Clerk: Daniel "Dan" Riley; Assistant Recording Clerk: Carol Melby; Advancement & Outreach: Richard Cooper and Margaret "Maggie" Stetler; Ministry & Counsel: Linda Wilk; Pastoral Care: Pamela "Pam" Hambach; Religious Education: Vacant; Stewardship & Finance: James "Jim" Riley; Newsletter Editor: Robyn Harris; Interim Meeting Representative: Vacant.

## **LANGLEY HILL FRIENDS MEETING**

Mailing address: 6410 Georgetown Pike, McLean, Virginia 22101-2210  
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-owner@yahoogroups.com](mailto:langleyhill-owner@yahoogroups.com)  
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: Timothy "Tim" Yeaney; Directors of the Corporation: Sean Beeny; Finance: Jessica Mott; Ministry & Worship: Sheila Bach; Nominating: Donna Williams; Peace & International Outreach: Walter Brown; Religious Education: Sarah Stewart and Jennifer "Jen" Post; Social Concerns: Vacant; Newsletter Editor: Elaine Williams and Laura Lee Fisher; Bookkeeper: Douglas "Doug" Smith; Interim Meeting Representative: Jeannette Smith.

## **LITTLE BRITAIN MONTHLY MEETING (NOTTINGHAM QUARTER)**

Mailing address: c/o Suzanne Lamborn, Clerk, 225 Lees Bridge Road, Nottingham, Pennsylvania 19362  
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.html](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/littlebritain.html)  
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: Suzanne Lamborn; Treasurer: Sarah Brabson; Membership Clerk: Mary Kirk; Ministry & Pastoral Care: Mark Brabson; Interim Meeting Representative: Vacant.

### **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: 410-877-3015 – Meeting House

Web Site: [littlefallsfriends.org](http://littlefallsfriends.org)

E-mail: [littlefalls.clerk@gmail.com](mailto:littlefalls.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 Rd.) 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: Bobbi Sue Bowers; Treasurer: Jamet Zimmerman; Recording Clerk: Barbara "Bobbie" Siebens; Care and Concerns: Beth Babikow; Peace & Social Concerns: Vacant; Religious Education: Bobbi Sue Bowers (adult) & Elizabeth Harlan (children); Board of Trustees: William Harlan; Communications: Alice Remsberg; Interim 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; Interim Meeting Representative: Vacant.

### **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: [mattaponiquakermeeting.org](http://mattaponiquakermeeting.org)

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 Day-spring 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; Interim 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: Dan Walz; Recording Clerk: Daphne Raz; Records Clerk: Amy DeHart; Advancement & Outreach: John White; Finance & Stewardship: Sandra Stuart and Philip Hyre; Ministry and Counsel: Mary Barnes; Nominating: Daphne Raz; Peace & Justice: Kathy Fox; Religious Education: Sarah Giddings; Interim Meeting Representative: Katherine Smith.

### **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; Interim 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  
 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: Vacant; Care and Community: David Stockert; Financial Stewardship/Trustees: Vacant; Nominating: Thomas "Tom" DeWeerd; Peace and Social Action: Roselle Clark; Religious Education: Laura Clark and Katherine "Katie" Brown DeWeerd; Spiritual Nurture: David Clark; Newsletter Editor: Howard Brod; Interim Meeting Representative: Thomas "Tom" DeWeerd.

### **MILLER CENTER MEETING FOR WORSHIP (SANDY SPRING)**

Mailing address: c/o Sandy Spring Friends Meeting Committee on Aging, 17715

Meeting place: Meetinghouse Road, Sandy Spring, Maryland 20860  
Miller Center, Friends House, 17340 Quaker Lane, Sandy Spring, Maryland  
Wheelchair accessible  
No hearing assistance system

Telephone: 301-924-5100 – Friends House

First Day schedule: Worship: 10:00am

Travel directions: Take Maryland Route 108 to Norwood Road and look for sign. Note that you have to ring the doorbell to be admitted. Please be patient for someone to answer.

Contacts: Clerk of Sandy Spring Friends Meeting Committee on Aging; Interim Meeting Representative: Vacant.

### **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: Keith Fullerton and Catherine Tall; Assistant Clerk: James "Jim" Syphers; Treasurer: James "Jim" Siekmeier; Recording Clerk: Judy Seaman; Advancement & 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: [home.morrisbb.net/housey/WFM/WFM.norfolk.html](http://home.morrisbb.net/housey/WFM/WFM.norfolk.html)

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: Adnrew "Andy" Conlon; Recording Clerk: Nancy Milner; Interim 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; Interim 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: David "Dave" Donaldson; Assistant Clerk: Eileen Stanzone; Treasurer: Bill Wilson; Recorder: Ken Stockbridge; Recording Clerk: Bethanne Kashkett; Advancment & Outreach: Karen Ownbey and Richard Stanzone; Ministry & Care: John Farrell; Nominating: Michelle Dunn; Peace & Social Concerns: Bethanne Kashkett and

Leslie Bechis; Religious Education: Michelle Dunn and Christine "Chris" Mitchell; Unity with Nature: Jean Pfefferkorn; Newsletter Editor: Ramona Buck, Interim Meeting Representative: Vacant.

### **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; Interim 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.html](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/pennhill.html)  
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; Interim 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

Telephone: No hearing assistance system  
410-374-1933  
Web site: [www.pipecreekfriends.org](http://www.pipecreekfriends.org)  
E-mail: [tonybreda@verizon.com](mailto:tonybreda@verizon.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; Treasurer: Theodore "TR" Wailes; Assistant Treasurer: Mary Briggeman; Recording Clerk: Wilbur Wright; Assistant Recording Clerk: Jo Israelson; Recorder: William "Bill" Powel; Peace & Social Concerns: Frank Reitemeyer; Interim 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: 11:00 am - 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: Randee Humphrey; Assistant Clerk: Tracey Cain; Treasurer: Scott Morrison; Assistant Treasurer: Frances Stewart; Recorder: Mary Julia Street; Recording Clerks: Ronald "Ron" Lee and Tina Mello; Adult Spiritual Education: Howard Garner; Care & Counsel: Robert "Bob" Rugg; Financial Stewardship: Laura Goren; Ministry & Worship: Julia Hebner; Nominating: Vacant; Peace & Social Concerns: Benjamin "Ben" Hebner and Rhonda Ligon; Religious Education: Barbara "Barb" Adams and Catherine Roseberry; Newsletter Editor: Diane Bowden and Dan Miller; Interim 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; Interim 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: 11:20 am (except first First Day)  
Business Meeting: First First Day: 10:15am  
Travel directions: Sandy Spring is in Montgomery County on Route 108, between Ashton 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: Natalie Finegar; Assistant Clerk: Sam Garman; Treasurer: Margo Inglis Lehman; Assistant Treasurer: Michelle Yates; Recording Clerk: Alice Bowman; Recorder: Susan Brown; Advancement & Outreach: Matthew Taylor and Kendra Biddick; Finance: Graham Johnson and Gerald "Gerry" Hurley; Friends in Unity with Nature: Munro Meyersburg; Marriage & Family Relations: Alicia McBride; Membership & Spiritual Care: Barbara "Barb" Platt; Ministry & Counsel: Linda Garrettson and Thomas "Thom" Klaus; Nominating: Brooke Carroll and Leah Niepold; Peace: Bette Hoover; Religious Education: Catherine Stratton-Treadway and Deborah "Debbie" Legowski; Social Concerns: Catherine "Cathy" Schairer; Trustees: Gary Stein and Jonathan Glass; Newsletter Editor: Rosaline Zuses; Interim Meeting Representatives: Kevin Caughlan, 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: R. Neal Peterson and Cheryl Snyder-Reid; Treasurer: William "Bill" Telfair; Recording Clerk: Susan "Sue" Silver; Ministry & Oversight: Caroline McLeod and William "Zakee" McGill; Peace and Social Concerns: Garrett Moran and William "Zakee" McGill; Religious Education: Carol Robbins and Janet Harrison; Stewardship and Finance: Kristin Loken; Interim 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: Mary Way; Advancement & Outreach: Vacant; Care & Concern: Vacant; Finance: Kerry Wiessmann; Nominating: Gary Fosmire and Lynne Grutzeck; Peace & Social Action: Rotates among committee members; Religious Education: Rebecca "Becky" Misangyi; Worship & Ministry: Margaret Frysinger; Newsletter Editor: Marianne Stevens, Deryn Verity, and Renee Crauder; Interim Meeting Representative: Vacant.

## **TAKOMA PARK PREPARATIVE MEETING (ADELPHI)**

Mailing address: PO Box 11365, Takoma Park, Maryland 20913-1365  
Meeting place: Dance Exchange, 7117 Maple Avenue, Takoma Park, Maryland  
Wheelchair accessible

Telephone: No hearing assistance system  
301-270-4239 – messages only  
Web site: [takomapark.quaker.org](http://takomapark.quaker.org)  
First Day schedule: Worship: 11:00am (second hours occasionally follow Meeting)  
Business Meeting: Fourth First Day, following meeting for worship.  
Contacts: Clerk: Craig O'Brien; Treasurer: Anna Patricia "Tricia" Crocker;  
Recording Clerk: Arthur David Olson; Religious Education: Craig O'Brien; Interim 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: Malinda Miller; Recording Clerk: Doris Martin; Assistant Recording Clerk: Pamela "Pam" Cook; Recorder: Beverly "Bev" Moore; Finance & Property: Vacant; Ministry, Worship and Care: Vacant; Peace and Social Concerns: Elizabeth "Eliza" Hoover and Donna Detrich; Newsletter Editor: Lois Crawford; Interim 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.html](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/warrington.html)  
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: Stan Jones; Treasurer: Joan Clippinger; Recording Clerk: Deanna "Dee" Swope; Ministry & Counsel: Terry Smith Wallace; Religious Education: Deanna "Dee" Swope; Interim 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: Friends Meeting House, 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.html](http://www.bym-rsf.org/who_we_are/meetings/pa_meetings/westbranch.html)
- 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; Interim 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.williamsburgfriends.org](http://www.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 Rd. exit off Route 199. Once on Longhill Rd. going away from Williamsburg, the school is two miles on the right.
- Contacts: Clerk: Vacant; Treasurer: Pamele "Pam" Tyng; Recording Clerk: Christen Hansel; Recorder: Pamela "Pam" Tyng; Finance & Trustees: Pamela "Pam" Tyng; Ministry & Oversight: Thayer Cory; Nominating: Thayer Cory; Peace & Social Concerns: Timothy "Tim" Lavallee; Religious Education: Deanna Rote; Newsletter Editor: Vacant; Interim 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 17403  
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: Vacant; Assistant Clerk: David Fitz; Treasurer: Harry "Scotty" Scott; Assistant Treasurer: Dawn Mogren; Recorder: Patricia "Pat" Long; Recording Clerk: Vacant; Adult Religious Education: Colleen Schields; Communication and Outreach: Chad Smyser; First Day School: Dorothy Shumway; Ministry & Counsel/Community Life: Dave Fitz; Nominating: Lamar Matthew; Peace & Social Concerns: David Dietz; Stewardship & Finance: Patricia "Pat" Long; Interim Meeting Representative: Vacant.

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## 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).

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- 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).
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- 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 Catocin 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)



*Marcy Baker Seitel at Wednesday Plenary Session  
Annual Session 2017 photo by Jennifer Domenick*

# ***MANUAL OF PROCEDURE***

**BALTIMORE YEARLY MEETING  
OF THE  
RELIGIOUS SOCIETY OF FRIENDS**

**UPDATED THROUGH AUGUST 2017**

## **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 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.

## 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 mem-

- bers 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. 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. Reading Clerks are appointed by the Presiding Clerk as needed at 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 a 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. These are at present nine in number: 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 Policies (Appendix D to this Manual). 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. YSPWG 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. The Presiding Clerk ensures that the YSPWG is convened. 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 Executive 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 act for the Yearly Meeting when necessary in the intervals between 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 (appointed by Interim Meeting) and forwarded to the Yearly Meeting for approval. 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. 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.

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 provide any necessary staff and volunteer training and will ensure 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. 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 other 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 Policies (Appendix D to this Manual). 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.

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; 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 on page 143-144.

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 Revision 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.

## **CAMP PROPERTY MANAGEMENT COMMITTEE**

The Camp Property Management Committee 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 insure that programs and events are carried off 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.

The Strengthening Transformative Relationships in Diverse Environments (STRIDE) Working Group (previously the Camp Diversity Working Group) is under the Camping Program Committee's care.

## **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 bud-

getary 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.

## **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 Com-

mittee 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 Committee of Oversight 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
- 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 nomi-

nate 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, 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 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 Fayetteville, North Carolina.

As appropriate, Peace and Social Concerns recommends to Nominating one person for a three-year, once renewable, appointment by the Yearly Meeting, to serve as a representative to the Participating Members Council of the National Religious Campaign Against Torture.

The Right Sharing of World Resources Working Group (RSWRWG) is under the care of the Peace and Social Concerns Committee. It seeks to challenge the Yearly Meeting and other Quaker groups to simplify our lives and work for a more equitable distribution of global resources.

## **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 the 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 provide any necessary staff and volunteer training and will ensure that programs and events are carried off 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 Right Relationship with Animals Working Group 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 off 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; 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 Executive 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 Executive Committee Clerk is expected to participate in Interim Meeting. Details of the procedures of the Young Friends Executive 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.

### **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 statement 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.

One Special Group is currently active within Baltimore Yearly Meeting:

### **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.

## **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, Friends United Meeting and Friends World Committee for Consultation. 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 may 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 may 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 (FWCC), formed in 1937, is a worldwide association of Yearly Meetings and affiliated groups. It is a consultative body whose purpose is to provide links between 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 1001 and 3000 members, four representatives for Yearly Meetings with between 3001 and 5000 members, and one additional representative for each additional 5000 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 Latin-americanos (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 1000 members of the Yearly Meeting and one for each additional 2500 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. plan to merge into Friends House Retirement Community ("Friends House") in the autumn of 2017. Friends House provides housing, health care services, and other services to persons 60 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 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 of Baltimore City was founded and incorporated in 1874 to administer a trust established under the will of Miles White, a member of the Eutaw Street Meeting, the predecessor of Baltimore Monthly Meeting, Homewood. Upon the consolidation of Baltimore Yearly Meeting in 1968, oversight of this trust passed to the Yearly Meeting. The Articles of Incorporation state: "The objects of this Corporation shall be to promote piety and Christianity (especially by the dissemination of books and tracts); to extend aid to the young in their religious, moral, and intellectual training and education; and to relieve the deserving poor."

The trust is administered by the trustees of the Society who "shall annually make a written statement of its operations, and of the disposition and condition of its finances for the preceding year, and submit the same to the Baltimore Yearly Meeting of Friends." There

are eight 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 serve no more than two consecutive terms. Trustees meet monthly, as needed.

### **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 carries out service, development, social justice, and peace programs throughout the world. 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 concerns, 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.

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 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 one person for a three-year, once renewable, appointment by the Yearly Meeting, to serve on the Board of Directors.

### **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, 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 General Committee to which Yearly Meetings name representatives. A smaller Steering Committee, drawn from the General Committee, oversees ongoing activities.

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, N.C.**

Established in 1969, Quaker House is an incorporated organization with representatives appointed by three yearly meetings and other socially-concerned agencies. It provides assistance to military personnel, their families, and those contemplating military service. Quaker House offers counseling in the areas of conscientious objection, delayed enlistment claims, and Absent Without Leave and Unauthorized Absence issues. 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 Fayetteville, 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 Revision 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 Draft 2013 *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*.

## **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 sec-

tion 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 intervene 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 follow-

ing 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

#### **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. 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 over arching 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, grounds keepers 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 **Youth Safety 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 are to 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 appli-

cant 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 she or he has 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 **Youth Safety 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 mean that someone could not work with children nor does it mean that he or she does 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, 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 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 at the BYM office. 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 him or her of the reason s/he is 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, s/he 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.
- An age gap of at least two years or two grade levels between Minor Youth Workers and the children under their care is expected. 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. References are to 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.

### **Two-Adult Guideline**

For the protection of all, where possible, at least two adult workers will be in attendance at all times when minors are being supervised during our programs and activities. One-on-one (adult-child) interactions behind closed doors or in a secluded area are prohibited, except as may be required for medical or similar purposes. Transportation of youth or support workers are expected

to conform to this guideline where possible.

We encourage any private conversations to be held in public view.

Workers must ensure that they are not alone with only one unrelated youth. Classroom doors are to remain open if there is no uncovered window that provides a clear view into the room. 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 will be assigned to make periodic unannounced site checks to such group.

Note: The BYM Camping program adheres to state-specific regulations regarding youth-to-staff ratios, which may differ at times with this guideline.

### **Open Door Guideline**

When a program involving youth uses a classroom or other meeting room, the door to the room is to 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 will 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 **Youth Safety 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 through 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 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 **Youth Safety Appendix D.3** 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 D.3** 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 **Youth Safety Appendix D.2** for required forms or list of information to provide if no form required.
2. Immediate steps will be taken by the Program Director 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 will 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 his or her position with children or youth, and will not be permitted to participate in any activities involving children and youth in Yearly Meeting.
7. The General Secretary of the Yearly Meeting or his or her 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 will 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.
8. The Presiding Clerk of the Yearly Meeting and the Yearly Meeting's insurance carrier will be notified by BYM's General Secretary or his or her 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 his or her 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 his or her designee will be our 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 his or her designee will be the spokesperson. All others are to 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 program 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 of 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 Secretary, 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 **Youth Safety Appendix D.4** 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 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)



## **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 5-701ff as well as in many places throughout the Criminal Law Article such as at Sections 3-601-602, 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. Recently Maryland passed a new 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." 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 this new law broadens the arena of who shall report suspected child abuse and neglect, the mandatory reporter sections in this law were maintained. Only time will tell how and to what extent Maryland will enforce this new provision.

**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. A report shall be made orally as soon as possible, and followed up with a written report within 48 hours thereafter. Reports will 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.

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.

#### 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 wellbeing 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 §49-6A-2 and the pertinent domestic violence laws at §49-1-3(a)(4), (c).

Reporters: Mandated reporters, as they are termed in West Virginia, include mental, dental or medical professionals; Christian Science practitioners and 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.*

The law also states that any person who has reasonable cause to suspect a child is abused or neglected *may* report. However, 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.

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 his or her 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. The reporting process is to first make a verbal report to the State Police or any law enforcement agency. If requested, a reporter must make a follow-up written report within 48 hours.

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.

#### 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 the child who creates, inflicts, or threatens to inflict or allows another to inflict physical, mental injury or sexual abuse or exploitation on a person under the age of 18. This specifically includes having a child in the presence of the manufacture of certain controlled substances, during the sale of such substances, as well as 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 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 his or her 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 abuse is alleged to have occurred or to use 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: Not directly addressed.

#### Pennsylvania Child Abuse and Related Laws

Child Abuse: Pennsylvania State laws on child abuse are located in the state statutes at Cons. Tit. 23, §630 3. 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 non-accidental actions or inactions that cause serious physical or mental injury to a child or creates an imminent risk of serious physical or mental harm to 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 his or her life or safety is threatened. Sexual abuse and

child neglect are also covered under these laws.

Reporters: Mandatory reporters include: licensed physicians, osteopaths, medical examiners, coroners, funeral directors, dentists, optometrists, chiropractors, podiatrists, interns, nurses or hospital personnel; Christian Scientist practitioners and members of the clergy; school administrators, teachers, school nurses, social services workers, day care workers, foster care workers; mental health professionals; and peace officers or law enforcement officials.

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, has reasonable cause to suspect, on the basis of medical, professional, or other training and experience, 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 report 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.

#### District of Columbia Child Abuse and Related Laws

Child Abuse: Child abuse laws for the District of Columbia are found in D C's Code at §16-2301. 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 wellbeing.

Reporters: A report is required by a mandatory reporter when a person knows or has reasonable cause to suspect that a child has been or is in immediate danger or being mentally or physically abused or neglected.

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 is to be made when the reporter knows or has reasonable cause to suspect that a child known to him or her in his or her 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. 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 of suspected child abuse in good faith shall have immunity from civil and criminal liability.

### **YOUTH SAFETY APPENDIX D.3**

#### **Important Contact Information**

**BYM** Office of General Secretary  
301-774-7663

**Hotlines to Report Child Abuse:** Maryland 800-332-6347  
Virginia 800-552-7096  
West Virginia 800-352-65143  
Pennsylvania 800-932-0313  
District of Columbia 202-671-7233

*\*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.

**BYM Attorney:** Erika E. Cole, Esq.,  
The Law Offices of Erika E. Cole, LLC,  
9433 Common Brook Road, Suite 208  
Owings Mills, MD 21117  
(phone) 410-654-4300  
(fax) 410-654-4301

BYM Insurance Company:

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## 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 Meet-

ing, 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 rec-

- ommendation 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 Route I 70, Route I 270, and Route 340**, take 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 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 Route 15** take 15 south past Thurmont. Take MD Rt. 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 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 Route 17. After .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 (.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 Tower Road, one mile and on the left. Turn left onto 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 three 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 Rt. 29 for about 55 miles, past Warrenton and Culpeper. Two miles after Madison, turn right on Rt. 230 at the light. There will be a Sheetz convenience store on your right. Go six miles to Hood, turn right on Rt. 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 (Rt. 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 Shiloh's.

**From Richmond** – Take I-64 west 71 miles to Charlottesville. Turn north on 29 and go 18 miles to Ruckersville. Turn left on 33 West. After several miles you will turn right at a stoplight for Rt. 33 business towards Stanardsville. As you enter Stanardsville, turn right on Rt. 230, go three miles, then turn left on Middle River Road (Rt. 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 Shiloh's.

## TEEN ADVENTURE

The camp street address is 495 Snakefoot Lane, Lexington, VA 24450.

**From Lexington** – From I-81 South take Exit 195 Rt.11 South to Lexington (there are many Rt.11 South exits take exit 195) After you go over Maury River bridge stay left. Drive straight through stoplight, road becomes 251, Thornhill Road. You will see small signs for Lake Robertson and Collierstown. Stay on Rt. 251 for 5 miles at which time 251 will take a sharp right. GO STRAIGHT onto Rt. 677, Kygers Hill. This 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 (Rt. 612). Stay on Blue Grass Trail for 4 miles. You will pass Palmer Community Center. Go past the old North Buffalo Store go another mile and the road forks STAY LEFT. You will go by Ashland Fish Pond. Continue until you come to a T in the road (dairy farm is right in front of you). This is Spring Branch Road. (Route 662). Turn left on Spring Branch and go 2 miles. As you get to the top of a small hill, Snakefoot Lane (Rt. 661) on your right. Turn right here. It is a gravel road. Go down it for 1 mile and look for the TA driveway on your left (495 Snakefoot lane).

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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.

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[youthprograms@bym-rsf.org](mailto:youthprograms@bym-rsf.org)

## FRIENDS RETIREMENT COMMUNITIES

**Broadmead**, 13801 York Road, Cockeysville, MD 21030; 410-527-1900; [broadmead.org](http://broadmead.org)

**Foxdale Village**, 500 E. 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)

**Friends School of Harford**, 2230 Rock Spring Road, Forest Hill, MD 21050;  
443-640-6300; [fshmd.org](http://fshmd.org)

**Menallen Friends Preschool**, PO Box 29, Biglerville, PA 17307;  
717-677-6078; [menallenfriends.org](http://menallenfriends.org)

**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)

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