

**Concord Quarterly Meeting Planning Committee Meeting
Minutes for April 29, 2018 at 7:30 p.m. at The Hickman**

Present: Lynne Piersol (Coordinator), Deb Wood, Clerk (WT), Rich Ailes (M), Steve Kupferschmid (Willis), David Leonard, Recording Clerk (B), Tom Haviland, Treasurer (WT), Valerie Perry (C), Chris Smith (WC), Chris McKenney, Assistant Clerk (B), Julie Senko (B), Gwynne Ormsby (B), Debbie Murray-Shepherd (Wilm), Deb Lyons (WC)

Worship

Planning Committee minutes of February 11, 2018 were approved

Review QM at Birmingham Meeting on April 22: 31 Friends were present at the beginning of Quarterly Meeting with all meetings represented. 37 were present at the end. 70 people signed in altogether for the whole morning and lunch. There were at about 12-14 children in the play, all from Birmingham Meeting. The combination of the history in the play and the queries made for a great program. Adults and children all learned more about George Fox. The Clerks' meeting did not attract a lot of clerks, but it was helpful to those who attended. It was felt it would be worthwhile to consider other kinds of gatherings like this at Quarterly Meeting (Peace and Social Concerns, or Property etc)

Planning of Quarterly Meeting at Concord Meeting for July 22, 2018

Business Agenda (not necessarily in this order...):

Joys and Challenges Report (Willistown)

Treasurer's Report (a final budget will be presented for approval)

(Update on Possible Care Relationship between DVFS and Concord Quarter (discussion - Kirk would more easily report in October - there is a proposal for DVFS coming under care of Concord Quarter. They really would like a relationship with a worshipping Quaker community. There is a written proposal for a care relationship developed and approved at the April 24 meeting of representatives from the Quarter and DVFS which will be shared with the Planning Committee. DVFS has invited people to come for a tour and worship on May 24. Do we need an ad hoc committee for this issue; there are several who volunteered already to be in conversation with DVFS Other ideas - a threshing session? How to move forward? We will save this issue for October.)

Ad Hoc Committee on Monthly Meetings with Limited Attendance-

Working Group on Aging Concerns Update

(Question about creating a list of people who could give rides to people who now live at a distance from their home meetings. Westtown already does reach out to people at Kendal and brings them back to Westtown. The problem is for people who live really far away from their home meetings. Should this be a pastoral care responsibility? It seems complicated to implement on a Quarter level. Can we just support meetings, or organize a small group to go worship with someone at a distance. We won't go forward with this at this time, but keep it in mind.)

Coordinator's Report

Other agenda items?

Program: Friends Fiduciary (how it operates) was asked by Concord and agreed to give the program.

Schedule (this is what it was in 2014 – in 2016 it was all afternoon with tours)

8:15-8:30 Sign-In

8:30-9:45 Meeting for Worship with Attention to Business

10:00-11:00 Program

11:15-12:00 Meeting for Worship

12:15-1:00 Lunch provided by Concord Meeting

Children - child care will be available, with crafts.

Review and Updates on recent Youth activities

Feb 24	Square Dance at Willistown – very successful – about 35+ people attended of all ages, and from meetings in and outside the Quarter. Everyone enjoyed themselves.
June 24	Tubing on the Brandywine. Date is set, need to confirm time with MaryEtta and Sarah Kastriner
Early October	The canoe/picnic event in 2017 was planned with the idea that it would be an every other year thing, and that something else would happen alternate years. Early October was still felt to be a good date, rather than the end of August. The Coordinator will check with the Strattons about a possible hayride/bonfire event as in the past, but they may no longer be doing this. For anything at Westtown, the Coordinator will check with Brian DeGroat about whether he got the revised insurance policy which names Westtown specifically as insured on our policy. Tom Haviland had requested it sent from our insurer.

Nominating Committee Update – needs to convene to discern a new Treasurer since Tom Haviland will be completing his 3 year term. He will stay on a bit to help with transition to a new Treasurer. Deb Wood will be trading places with Chris McKenney as he becomes Quarter Clerk and she serves as Assistant Clerk for 2018-19.

Concord Quarter Working Group on Aging Concerns : See report from Quarterly Meeting and notes above about creating a list of people who could drive.

Newsletter Articles –Larry Walker will write an article about Friends Fiduciary. Michael Wajda will write on School of the Spirit, and an article about the Aging Concerns Facilitator training is planned. More ideas are welcome and can be sent to Rich Ailes (railesjr@ailesdodson.org)

Nuclear Weapons Minute approved 4/22 – The Clerk has composed a letter to go with the minute asking for consideration by PYM. It would go to the clerking group (Quaker Life Council, Administrative Council and three asst clerks.). A similar letter to QUNO (Quaker United Nations

Office) will be sent. The minute is already on FCNL's website via Birmingham Meeting. **The Committee approved the letter and the process.**

Outreach – The Coordinator spoke with the Downingtown Facebook page person, but did not get further with speaking to other meetings with FB pages. There is an opportunity to get some training in social media via FGC's new project on Digital Outreach. The Coordinator would like to take the training and do the project which would involve Facebook ads, but there is a cost (\$300). The Coordinator ran the idea of getting a grant from the PYM Membership Development Fund by Paul Indorf, a member of the committee, and he thought it would be a good use of their funds, although he can't speak for the entire committee. It would make sense to try for the September cohort for the training. Emily Provance, who did a project like this for New York Yearly Meeting has a blog about it. It was a great way to get the word out that Quakers are still alive and active, and would also be a way to publicize quarter events and other events of interest. **Planning Committee approved the Coordinator moving forward with this plan to apply for the funds and sign up for the September training, and working with others as led** *(Tom Haviland offered to help at the end of the meeting)*

In reach - Idea of a survey for interest in events, programs (someone at Birmingham wanted a survey related to aging concerns)? We have an idea submitted recently for a program on: Property assessments and techniques for financing capital improvements, Maintaining cemeteries, and an advanced study of Quakerism.

Planning Committee did not see a need to move forward with a survey at this time.

Update on Tom Brown Endowed Chair – stay tuned

Delaware Valley Friends School ad hoc working group – The ad hoc working group met on April 24. The Coordinator has suggested that minutes from their meetings be shared with the Clerk of the Quarter, which has been done. They have also come up with a proposal for a Care Relationship and an invitation to attend Worship (along with a tour and coffee) on May 24 (Thursday). (Three people signed up at Quarterly Meeting who are interested in visiting). **The Coordinator will share the wording of the proposal and the invitation to worship with Planning Committee.**

Coordinator report/oversight concerns, suggestions? The Coordinator will have a small oversight committee consisting of the Clerk, Assistant Clerk, and the website/newsletter person. **The oversight committee will do an evaluation of the Coordinator and then let the Treasurer know about what cost of living or merit raise might be recommended. The evaluation will also look at the job description and see how well it matches what Coordinator does. It will be done by the end of May, 2018 but going forward it should be done annually in January/February so it is complete with recommendations by the time the Treasurer is working on the next budget. Evaluation results in summary form will be shared with Planning Committee. The Coordinator will send a copy of the evaluation form to the oversight committee.**

Please note Lynne will be away May 14-24 (out of the country), and June 30-July 7 at FGC Gathering. She proposes 2 sets of announcements in May - one early and one late since she won't be around on the 20th.... This was acceptable to Planning Committee

Thank you to Deb Wood:

We appreciate Deb's clerking! This is her last clerking of Planning Committee! But we'll still have her as assistant clerk for another year.

PYM Nominating: Deb Lyons, Concord Quarter's representative to PYM Nominating Council asks for ideas for PYM Clerk and Assistant Clerks.

Worship

Minutes by Lynne Piersol