

**Concord Quarterly Meeting Planning Committee Meeting
Minutes**

August 6, 2017 at 7:30 p.m. at Concord Meeting

Present: Deb Wood (WT), Clerk, Tom Woodward (G), Gwynn Ormsby (B), Ray Hamilton (Concord), Chris McKenney (B), Assistant Clerk, Peter Lane (WT), Deb Lyons (WC), Chris Smith (WC), Rich Ailes (MT), Lynne Piersol (Coordinator)

Regrets: Marion Walker, Tom Haviland

The meeting began with a short period of worship.

Approval of April 30, 2017 Minutes: The minutes were approved with minor corrections already noted.

Review QM at Willistown on July 23, 2017

48 adults and 8 children attended, more than the last 2 summers! The day went well. It was noted that it is not necessary to have coffee or snacks available first thing, since it can slow down the schedule, which is often very tight. The Coordinator will remind meetings of this in the future.

Planning of Quarterly Meeting at West Chester Meeting for October 22, 2017

Business Agenda

Meetings with Limited Attendance at Meeting for Worship

(1) David Leonard's Undertaking

(2) Monthly Meetings' Willingness to populate Concord's Meetings for Worship on a scheduled basis

Joys and Challenges Report (Middletown)

Treasurer's Report – this may be the time to review the balance of funds in Friends Fiduciary

Concord Quarter Working Group on Aging Concerns - update

Coordinator's Report

Other

Programs

Schedule - Deb Lyons – will be discussing the schedule and program at Meeting for Business on August 13. (Last time WC had Quarterly Meeting the schedule was 8am sign in, 8:15 Meeting for Business, 9:15 Program, 10:15 Break, 10:30 Worship, 11:45 lunch.)

Adult Program – May be something related to materials available before the PYM Called Session on racial fairness.

Youth Program

Child care

Review and Updates on 2017 Youth & Intergenerational Activities

10 June 17	Wilmington MM's's Day at Newlin Gristmill – none of those present attended.
18 June 17	Tubing on the Brandywine with Western Quarter (22 attended). Great event, but next time don't schedule it on Fathers' Day.
1 Oct 17	Canoeing and Picnic on Westtown School's Lake with Western Quarter – Deb will check with the Keith Stater since he has not gotten back to Lynne to confirm date and details, and with Bruce Harrison to see if he will grill. Lynne will speak with Western Quarter about their thinking and a start time (1-2pm). The idea is that we will provide hot dogs, hamburgers, veggie burgers to grill, and people will bring side dishes. And there would be canoeing!

Feb 17, 2018	Square Dance at Willistown – Lynne will check with Willistown about the date and Peter Lane will check with the musicians. Snow date would be a week later. We do pay the caller.
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Nominating Committee: Deb Wood and Peter Lane are working to get a replacement for Peter on the PYM Nominating Committee, a Westtown colleague. Peter notes that it is easier to be part of their meetings now since you can participate by ZOOM. PYM Nominating is collecting names of people who might become the Steering Committee for the Multicultural Audit. The CQ Nominating Committee needs a new Clerk since Charlie was doing it before he left. Deb will convene the next Nominating Committee meeting and take up the need for a committee clerk as well as a PYM Nominating Committee member.

Friendly Review of Financial Records – is supposed to be happening end of summer/early fall. Deb will check in with Tom Haviland.

Concord Quarter Working Group on Aging Concerns – is meeting August 16, and will be considering the ARCH training that the committee is interested in, and a workshop next winter.

Newsletter Articles – Possibilities are an article about PYM’s multicultural assessment which was approved at Continuing Sessions (Lynne), Rich will email Deb Lyons about the newsletter timeline so that an article about the program for Quarterly Meeting can be written. An article about the First Day School retreat with some resources was discussed.

Outreach – Birmingham’s BBQ served nearly 300! West Chester is having a BBQ August 10 in conjunction with the concert at the Hickman. The “Muslims Today” program at Willistown in early June drew non-Quakers. Lynne mentioned there are still a number of trifold flyers about all 8 meetings that could be distributed. She will correct the time for Goshen, and figure out ways to distribute... Chichester Meetinghouse is having Meeting for Worship on September 17 (you can bring your dog!)

Update on Tom Brown Endowed Chair – Stay tuned...

Update on possible relationship with Delaware Valley Friends School – The school is going to review what kind of relationship it wants this fall to maintain itself as a Friends School, and, if it wants a care relationship (1 of the 3 ways a school can be “Quaker” through the Friends Council on Education), it may ask Concord Quarter, moving from Philadelphia Quarter which currently has the care relationship. It would be our decision whether to say yes or no. The Clerk of Philadelphia Quarter started this discussion. Stay tuned.

Website – The Coordinator asked about the policy of redacting financial information on the website since PYM does not do it. Since some meetings in the Quarter do it themselves, it was decided to continue the policy, although the financial figures would be available to individuals from the Coordinator. The Coordinator collected information to update the contact information on the website. In the past some street addresses (for Clerk, Assistant Clerk, etc) have been on the site, but most now prefer not to have their street addresses listed. The Coordinator will give corrections to Rich Ailes for updating.

Coordinator’s Report and Oversight – The Coordinator’s report should include goings on at PYM, and updates of her work with youth and family programs. She asked if the Committee wants to have more formal oversight of her job, but it was felt that she can continue to ask questions to those on the committee, and submit her timesheets to the Clerk and Treasurer. The Committee will consult at the end of her probationary period (end of August) about her status going forward.

Next Planning Committee – October 29, 2017 at The Hickman at 7:30pm. (minutes by Lynne Piersol)