

**Concord Quarterly Meeting Planning Committee Meeting  
Minutes for February 3, 2019, 1pm at The Hickman/Jeanes Building**

Present: Deb Wood (WT), Lynne Piersol (Coord), Charlie Spadoni (B), Chris Smith (WC), Deb Lyons (WC), Debbie Murray-Sheppard (Wilmington), Rich Ailes (MT), David Leonard (B)

Excused: Chris McKenney (B), Steve Kupferschmid (Willis), Ray Hamilton (C), Bruce Harrison (WT), Julie Senko(B),

Worship.

**The Committee approved the November 4, 2018 minutes**

**Review QM at Goshen Meeting on January 27, 2019:** A total of 52 adults and 10 children and young people attended. Members from all meetings in the Quarter attended, although not the whole day. There were children from Westtown, West Chester, and Birmingham. It helped that Melinda Wenner Bradley did the program and promoted it, and there was no FDS scheduled at those meetings. Should agenda packets include all the reports? Yes. We agreed that whoever does Joys and Concerns should highlight more about what is going on at their meeting, especially if they don't read the report out loud. And we should make sure presenters know that the reports are not distributed to members ahead of time, just the day of Quarterly Meeting.

**Planning of Joint Quarterly Meeting at Wilmington Friends School  
April 28, 2019.**

Lynne Piersol/Debbie  
Murray-Sheppard

Details of space are being worked out, as well as funding for the speaker. Each Quarter will contribute \$500 and Western will apply to PYM Membership Development for the remainder (about \$400). The Treasurer confirmed that the Quarter has sufficient funds to pay for its share.

The sound system will be needed and the clerk should say something about it up front, since we seem to have an ambivalent relationship with it. Debbie Murray-Sheppard has worked out a no fee contract with WFS, which will be shared with Western Qtr.

We need a flyer just about the program, at least 6 weeks ahead, especially for Debbie to share with the school. Lynne will consult with Western Quarter and write something up soon.

Wilmington Meeting (normally hosting in January 2020) has offered to swap turns for Quarterly Meeting with West Chester (which would normally host and would help with logistics and food. Deb Lyons will take this idea to West Chester Meeting.

Lynne and Debbie Murray Sheppard will work with Western Quarter on lunch plans. There is a café for lunch, but no place to plug in crock pots.

The rotation of turns for Quarterly Meeting hosting could also be different than it has been, but this discussion was tabled.

**Business Agenda for April** (not necessarily in this order...): Lynne Piersol  
*Clerk recommends use of sound system and asks for cell phones to be silenced*  
 Count of Meetings represented  
 Joys and Challenges Report: Birmingham  
 Treasurer's Report, Budget  
 DVFS Care Committee Update  
 Working Group on Aging Concerns Update  
 Coordinator's Report  
 Other?

Program: Dr. Amanda Kemp in the afternoon

Schedule

**8:45-9am Sign-In**

**9-10:15am Meeting for Worship with Attention to Business**

**10:30-11:30am Meeting for Worship**

**11:45 am -12:45pm lunch**

**1-3pm Program by Dr. Amanda Kemp**

**Children's programming: planned in conjunction with Western Quarter's Youth Coordinator**

**Review and Updates on fellowship activities**

Lynne Piersol

Dec 1	Parents Morning Off. 10 children joined us for this fun event. Tom Haviland and Elson Blunt led outdoor games and fort building. Claire Taylor from Western Quarter led indoor crafts with Lynne's help. Pizza lunch!
February 7 7-9pm	Square Dance. Willistown will provide beverages. Planning Committee provides food. Coordinator will bring paper goods. We are encouraging cash donations to the West Chester Food Cupboard, NOT actual food. Lynne will check with other Planning Cttee members about coming and bringing snacks.
?	Game Night? Lynne has asked around a bit as to interest – not wild enthusiasm or offers to host. No game night for now
June	Tubing on the Brandywine – need to set date and coordinate with Western Quarter. Lynne will work on this with Western Quarter.

**Treasurer** – How and when should there be a Friendly Audit? Charlie Spadoni, Treasurer, talked to David Wickard and Deb Wood, Assistant Clerk, will talk to Tom Gilbert (member at Willistown, works at Westtown) about doing it again. David has already agreed. Audit should be sometime in the fall followed by a report at the October Quarterly Meeting. We agreed every other year is an appropriate schedule for this.

**Nominating Committee Update –**

Deb Wood/Lynne

Members of the DVFS Care Committee (including Clerk) and rising Assistant Clerk were approved at Quarterly Meeting. A Recording Clerk is needed to take over July 1, 2019. Lynne Piersol will contact Julie Senko about following up on potential recording clerk nominations.

**Concord Quarter Working Group on Aging Concerns :**

Rich Ailes

This continues to be an active group, meeting monthly at West Chester Meeting. Plans include having an expert come every other month to increase knowledge. Pam Leland of The Hickman will come to

the meeting on March 6 and we will publicize this. A workshop on end of life issues is being planned for early May.

#### **Newsletter Articles –**

Rich Ailes

Lynne will ask Claire Taylor from Western Quarter to write article on Dr. Amanda Kemp. Other potential articles: Friends Peace Teams (Deb Wood), DVFS Care Committee (?), Family Promise (Debbie Murray-Sheppard). Articles are due by March 17.

#### **Outreach –**

Lynne Piersol

The committee approved up to \$50 to spend on Facebook ads for Dr. Amanda Kemp's program at Quarterly Meeting. It would be nice to have meeting websites of the Quarter listed somewhere. Rich Ailes will think about this, and where to put this info. There is concern that some quarter websites are not well maintained. (Lynne will send a list of websites to Deb Lyons).

#### **In reach -**

Lynne Piersol

Follow up on idea of Quarter doing the Spiritual Formation Program or School of the Spirit (We were going to ask Randy Lyons for a report when he is finished his participation in his School of the Spirit program in May). There was misunderstanding at the last Planning Committee when the thought was that Randy was doing a program through PYM. We will ask him to come to Planning Committee in May if he feels he could share then, but he might want to wait until later. Another opportunity would be FGC e-retreats, which Lynne will share as a flyer with the next Announcements.

**Update on Tom Brown Endowed Chair –** stay tuned. There is fundraising by other Westtown School classes going on.

#### **Delaware Valley Friends School Care Committee–**

Lynne Piersol

The Committee meetings will be open to all interested. DVFS has chosen their representatives and Susan Brodesser, the Clerk, is setting up the first meeting. Your Coordinator plans to attend and help with logistics on the Quarter end (ie, event planning, publicity....). Any other volunteers, or thoughts for their meeting's involvement? An idea mentioned was to have Sundays where we have an invitation out to Quaker Schools. Find out if DVFS has families by zip code and find out who is in the Quarter. *(FYI – the first meeting will be March 4, but limited to the committee members as they figure out how to function; then the meetings will be open after that)*

#### **State of the Quarter report**

In February 2018, we minuted this, but then it slipped away: *"it was decided that a State of the Quarter report is worth having the conversation about and is of value to us.* PYM's Quaker Life Council would like these in time for Annual Sessions, but the timing is too tight for us. There are guidelines for the process. Individual meetings are considering the process as well. *It was decided that a portion of the agenda for Quarterly Meeting in April will be a time for meetings to share their thoughts about the strengths and hopes for the Quarter, and then again in July as a basis for writing a report.*

Thoughts and queries raised included: Do we want to reflect on what we are doing; serious self reflection? Or do we want a report on what we do already and get it off? If we could articulate a purpose for the quarter, we might be able to get more people involved. Are we supporting the meetings, or are the meetings supporting us? Are there ways that we could encourage a culture of going to Quarterly Meeting? How do we deepen worship across the Quarter? Could we have some

queries related to this at worship? There was no unity on a direction, so the discussion was tabled, to be followed up at the next meeting.

**Coordinator report/oversight concerns, review?**

Lynne Piersol

In April 2018, Planning Committee decided that “The Coordinator will have a small oversight committee consisting of the Clerk, Assistant Clerk, and the website/newsletter person (*Rich Ailes*). 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. ....”

Planning Committee affirmed that this will be the process. Lynne will work on scheduling this for early March when the Clerk returns from his trip.

**Time for the next meetings –** Lynne Piersol

The next meeting will be on May 5 at 1pm. Lynne will work on a location, probably Concord Meeting. It was noted that Deb Wood cannot be present due to a PYM meeting that day.