

**Concord Quarterly Meeting Planning Committee Minutes
November 1, 2020 by Zoom**

Present: Debbie Murray-Sheppard (Clerk, Wilm), Lynne Piersol (Coordinator), Rich Ailes (M), Charlie Spadoni (B, Treasurer), Melinda Wenner-Bradley (WC), Steve Kupferschmid (Willis), Pat Daly (G), Chris McKenney (B), Deb Lyons (WC)

Excused: Julie Senko (B), Deb Wood (WT)

Worship

Planning Committee approved the minutes from July 26, 2020

Review QM by Zoom on October 25:

A total of 16 adults were present on Zoom for meeting for business, representing all meetings but Westtown. A total of about 20 folks in all participated for all or part of the morning. We had about 7 people stay for sharing about how we are feeling about the election process.

Children were invited to attend the PYM Giant Children's Meeting, but it could not be determined if any Quarter children attended. Only West Chester children attended the Young People's Group at West Chester Meeting.

The October 28 program went well, although we wished more came. 15 folks registered, 11 came from 6 meetings, including one in Western Quarter. We learned a lot! And the presenters enjoyed talking with each other in a breakout group of their own.

A few folks had a hard time finding the link to the Sunday October 25 session since it was in an attached schedule instead of the body of an email. Registration was not done; the link was emailed out. *Next time the Coordinator will make sure the link is more easily findable.*

Planning for Quarterly Meeting with Goshen Meeting hosting for January 24, 2021:

Pat Daly is the official rep from Goshen for Planning Committee. Goshen would like to have a program on environmental stewardship with a speaker from FCNL. Hopefully the program could give people hope about climate change. *Planning Committee approved this as the program.* Lynne offered to put Pat in touch with the PYM Legislative Policy Collaborative: the members are the FCNL representatives from PYM and she hadn't yet reached an FCNL staff person.

As for scheduling, Planning Committee suggests that the program be on a separate day, possibly a Wednesday, as we have done the last two Quarterly Meetings.

Tentative Business Agenda for January not necessarily in this order...):

Query: (either at beginning, or as part of sharing at the end, probably on environment)

Joys and Challenges Reports: Westtown and Wilmington

Report from Delaware Valley Friends School

Treasurer's Report

Working Group on Aging Concerns Update

Coordinator's Report

The Quarter was not included in the email from the PYM Clerks asking for discernment on three priorities. As approved at Concord Quarterly Meeting, the Clerk will be writing a letter to the PYM Co-

Clerks expressing concern that the Quarter was bypassed in their request for monthly meetings to discern on these topics, along with the concern that there was not enough time given for this process. **The Clerk will send the draft to the Planning Committee for review before sending it on.** [The letter that was sent is attached hereto.]

Schedule (these schedule options are tentative and were suggested by the Planning Committee)

9:00am – Families could attend PYM Giant Children’s Meeting

10-11am - Meeting for Worship with Goshen Meeting (or this could be a Community Worship with children and families invited)

(10-10:30 – offer West Chester’s Young People’s group and then join the last ½ hour of worship?)

11:15-12:30pm – Meeting for Worship with Attention to Business

We could also send something to families if we have them register.

Wednesday evening - Program?

Possible children’s programming: We could encourage attendance at the PYM and West Chester Programs or have a Community Worship – see the schedule above. Pat has attended a PYM Giant Children’s Meeting and will attend PYM Continuing Sessions multigenerational worship on Nov 7.

Pat Daly will bring will these options to Goshen’s Meeting for Business.

Joint Quarterly Meeting?

At Quarterly Meeting we approved having an annual joint Quarterly Meeting with Western Quarter and to have it in July 2021 in an airconditioned space. Meetings except for Birmingham (which prefers to be scheduled for April due to their traditional program involving the children) agreed to be flexible about when they take their turn for planning. It is normally Willistown’s turn for July 2021.

Western Quarter also wants to do this annually. Kendal Meeting is a possible venue if we are in person since it is air conditioned. One thought would be to have a fun family friendly program if we can have it in person. Willistown can help, probably, but shouldn’t always have to do it in the summer. **Steve will take the idea of helping to plan the joint 2021 Quarterly Meeting to Willistown’s Meeting for Business. Lynne will reach out to Western Quarter to talk about how to plan joint Quarterly Meetings in general and let the Clerk know what process is suggested.**

Review and Updates on fellowship activities:

Lynne Piersol

Sept 2020	We explored doing an outdoor concert for September, but it just seemed too risky at that time.
Nov 21	“Would You Rather?” a virtual event for prek-6 th graders – a fun afternoon of games and interaction. Joint with Western Quarter
TBD	Since the Square Dance seems to risky with the pandemic, we will explore other ideas such as a game night or talent share. Tubing might be able to happen in June since it is outdoors, perhaps as a byo (bring-your-own food).

It was decided to have a small planning group to work on ideas for activities for Concord Quarter families. Volunteers include Pat Daly, Melinda Wenner Bradley, Rich Ailes and Lynne. Melinda will reach out to other West Chester people who were involved in their talent share/pizza night. Chris McKenney will reach out to those who organized the game night for Birmingham for other input. Lynne will pull the group together.

Document Retention and Archiving policy drafts:

The group decided that more review of the draft policies (developed by the Coordinator) would be helpful. The Clerk will reach out to a person at Wilmington Meeting who has knowledge. Charlie Spadoni will reach out to Ann Upton and Chris Densmore at Birmingham who have done archiving as librarians. Jack Embick from Goshen is an attorney who might be helpful. The policy should be approved by the Quarterly Meeting.

Treasurer:

The treasurer explained that two meetings in the Quarter are on calendar year budgets, so they are now working on 2021 budgets. Since 2012 the Quarter has run surpluses in the Coordinator budget, returning money to meetings a couple of times. However, there will be a small deficit by the end of this fiscal year. There are reserves of 50% for the Coordinator budget, but he doesn't recommend using that. He wants to authorize now a 3% increase in the Coordinator budget for our fiscal year (which would be the 2nd half for Birmingham's and West Chester's fiscal years). This would allow them to plan their budgets for the whole year, although the increase would be as of July 1, 2021. The Treasurer also recommends doing the Coordinator's evaluation early in the year so that the budget can be accurately planned for approval in April. ***We approved the Treasurer's planning on a 3% increase and telling the two meetings. Such increase is still subject to It would being approved by the Quarter in April 2021.***

Newsletter Articles:

Deb Lyons will arrange for an article on West Chester's Open Doors accessibility project. Goshen will do an article on the FCNL program. Another thought is an article on the membership issue before PYM. The editor will reach out to Carl Stanton, a Young Adult Friend, to see if he would be willing to write an article. The Coordinator will write an article on PYM's Continuing Sessions. A possible project of the Quarter's Working Group on Aging Concerns might also be a topic.

Concord Quarter Working Group on Aging Concerns:

The recent workshop on housing options for aging Friends went well. The resources are now posted on the website.

In reach:

The Coordinator continues to share in reach resources with meetings. She is also encouraging each meetingshare its events with others outside its own members and attenders.

Outreach:

The Coordinator continues to post on Facebook and on the PYM website. She plans to do more "boosting" where we pay a little to Facebook which makes the post appear more often in local areas. We could explore a new video for website. The Coordinator and Rich Ailes will consult about this.

Delaware Valley Friends School Care Committee:

The school is scheduled to report in January. The Committee next meets December 14 and is open to anyone interested.

State of the Quarter report: pending

Time and location for the next meeting. January 31, 2021. 2pm.

The Clerk raised a question about the schedule of meetings, but nothing was changed. It is always possible to have an extra one if needed. It would be helpful to start the planning process for Planning Committee earlier (maybe a month ahead) so that members can review the minutes for tasks they agreed to.

Minutes by Lynne Piersol