

**Piedmont Friends Yearly Meeting and PFF Formation Committee Minutes
17 January 2015 at New Garden Friends Meeting**

PFYM monthly meeting and worship group representatives in attendance:

Marian Beane*	Charlotte Friends
Julie Stafford**	Charlotte Friends
Tony Lowe	Fancy Gap Friends
Marshall Eddleman	Fancy Gap Friends
Dorothy Mason	New Garden Friends
Al Carwile	New Garden Friends
Bob Mers	New Garden Friends
Carol Morris	Raleigh Friends
Martin King	Raleigh Friends
John Cardarelli	Salem Creek Friends
Christina Connell	Salem Creek Friends
Gary Hornsby	Salem Creek Friends

*Clerk ** acting interim Recording Clerk

Others in attendance:

Naveed Moeed	Chapel Hill Friends
Jeff Brown	Chapel Hill Friends
John Hunter	Durham Friends
Linda Hunter	Durham Friends
Chuck Fager	Spring Friends Meeting

Clerk Marian Beane welcomed Friends and invited us to settle into worship. After a period of worship we had a time of checking in and personal sharing. Marian conveyed the regrets of those members unable to attend today and welcomed Bob Mers as a newly appointed representative from New Garden Meeting.

Today's agenda was reviewed and approved.

Minutes from the December 13, 2014 meeting were approved as distributed, and will be sent for publication on the PFF website.

Report from Structures and Procedures working group (Christina Connell)

Christina walked us through this draft interim report, developed from the 6 January meeting of the working group. This report is attached and made part of these minutes.

- A. Proposed offices** of Presiding Clerk, Assistant Clerk, and Recording Clerk were considered, with recommendations for qualifications, terms, and some basic responsibilities.
- Officers should rise from membership of the yearly meeting constituent monthly meetings, with consideration given to their experience relevant to the office responsibilities; prior

service to Quakers at committee, monthly meeting, yearly meeting, or wider Friends level; and the time they have to devote to the position.

- A term of two years is recommended for the Presiding Clerk, with prior one-year service as yearly meeting Assistant Clerk. Further, the Presiding Clerk is asked to serve one year following the term presiding as Assistant Clerk to support the new Presiding Clerk. This results in a four-year commitment of Assistant Clerk (1 year)—Presiding Clerk (2 years)—Assistant Clerk (1 year) for persons considering the Presiding Clerk position.
- At least initially, the Presiding Clerk (PC) will clerk annual sessions, representative body meetings, and executive committee meetings. The PC will coordinate with other PFYM and PFF officers, will serve ex officio on any PFYM committee, will carry out or assign administrative responsibilities, and will receive concerns from monthly meetings and communicate those concerns to PFYM membership as appropriate.
- The Assistant Clerk will perform duties as assigned by the Presiding Clerk, will substitute for the PC as needed, and might oversee the PFYM epistle development.
- The Recording Clerk will serve for a three-year term.

The working group noted that a Treasurer position is not recommended at this time, as askings are not anticipated for the initial year at least. The possibility of a yearly meeting need for fiscal support to be coordinated through Piedmont Friends Fellowship will be discussed with PFF.

B. A proposed basic committee structure was also recommended by the working group as follows:

A **Nominating Committee** to identify candidates for offices, perhaps standing committee clerks, and representatives to wider Quaker organizations. Staggered terms for nominating committee members were recommended. The working group considered how to assure representation from both larger and smaller member monthly meetings.

A **Communication and Website Committee** to facilitate communication among member monthly meetings, with wider Friends, and with the public as appropriate

An **Executive Committee** of the three yearly meeting clerks to set meeting agenda, receive reports from monthly meetings, review and distribute the yearly meeting epistle, and support the Presiding Clerk as requested.

C. The working group also outlined some of their **on-going considerations**, such as the distinct authority of representative body and that of yearly meeting, and the reciprocal nature of the work of those two entities; yearly meeting membership; representative body member terms, etc., and how to assure the yearly meeting benefits from the diversity of both programmed and unprogrammed Friends.

Reflections and comments offered to the Structures and Procedures working group

In response to this report, Friends minuted their appreciation for the amount of work already accomplished by the working group, and for the thoughtfulness and consideration that went into this first report recommending initial structures and procedures for the yearly meeting.

1. A question was raised asking at what level and how can individuals from monthly meetings not affiliated be involved with yearly meeting, with levels of involvement identified as (1)

attendance at meetings and activities, (2) participation in meetings, and (3) serving the yearly meeting in leadership capacities. Friends expressed a desire to maintain a sense of openness and inclusivity, while also assuring accountability.

2. Regarding the composition of Nominating Committee, friends considered the options of all constituent meetings being represented, of rotation of monthly meeting representatives, and of a small committee operating with procedures to ensure inclusion of all member meetings.
3. It was expressed that items concerning membership and how meeting dates, times, and places will be determined should have priority for the working group's consideration.
4. Discomfort with the term "executive" was expressed, and the wide use of the term among yearly meetings was noted.
5. Concern was expressed that a four-year commitment would be discouraging to Presiding Clerk candidates.
6. Friends were easy with the direction and content of the working group's planned further considerations, and offered the following guidance:
 - Representative Body carries out decisions and direction defined in annual meeting
 - Representative Body should not be kept from making a statement that falls within the parameters of Quaker testimony between annual meetings

Appointment of Ad Hoc Nominating Committee (Marian Beane)

Clerk proposed an ad hoc nominating committee to prepare a slate of officers, a Nominating Committee, and other positions as this body determines for consideration at the annual session in March. Marian brought forth the following names chosen among representatives of meetings not involved in the Structures and Procedures Working Group: Carol Morris of Raleigh Friends, Tony Lowe of Fancy Gap Friends, and Dot Mason of New Garden Friends. Friends approved the clerk's recommendation with appreciation to these three Friends for their willingness to serve in this capacity.

It was clarified that ad hoc representative body officers and committee members will serve until the rise of annual session meetings.

Organizational Relationship Document proposed revisions (John Hunter)

John distributed some copies of the document he revised, which is attached and made part of these minutes. John reviewed the revised document, highlighting areas of coordination between Piedmont Friends Fellowship and Piedmont Friends Yearly Meeting that will enrich both bodies while precluding duplication and straining of available resources. Such areas include PFF taking responsibility for fellowship and youth programming typically part of a yearly meeting; sharing of the PFF website to allow independent space for PFYM; and collaboration on joint representation to FGC.

Friends thanked John for this clarifying work, noting that this piece should be on the agenda for the annual session. The best way to present this information will be considered at our February meeting.

Preliminary Consideration of the Annual Yearly Meeting Session

Friends agreed to request to have PFYM session scheduled on Saturday afternoon, March 14, 3:00 – 5:30 p.m. Friends also request another time slot during the PFF Spring Retreat to provide an

information session about PFYM. These requests will be carried to the PFF representative body meeting on 18 January.

Preliminary suggestions for the annual session agenda included

- 1) Hearing concerns from monthly meetings. How do they see yearly meeting nurturing their meeting?
- 2) Recommendation of a slate from the Ad Hoc Nominating Committee
- 3) Recommendation of approval of the Vision Statement and Core Elements
- 4) Recommendation of organizational relationships among PFF, PFYM and FGC
- 5) Recommended guidance for items to be considered in the initial year
 - a) Naming statistical and status reports to be requested from monthly meetings
 - b) Establishing relationships and naming representatives to Quaker organizations such as AFSC, FCNL and FWCC

It was agreed the clerk would send out invitation and welcome to the yearly meeting annual session to all PFF meetings. Consideration of a similar invitation to other yearly meetings will be held for the February meeting.

The next meeting will be on February 28 at New Garden Friends, with refreshments and fellowship beginning at 9:30, worship and consideration of business from 10:00 – **3:00** with a break for a bring-your-own brown bag lunch.

Brief report on Chapel Hill Friends Meeting's process. Naveed Moeed reported that a great number of Chapel Hill Friends met on January 10 to consider what yearly meeting membership would mean to their meeting. They were moved by the affiliation minutes of other meetings, and by the work and accomplishments of the Formation Committee and PFYM Representative Body.

Website Appreciation

Friends are grateful to John Hunter and others who worked with him to bring the PFF-PFYM cooperative website together. This work reflects our mutuality and relationship with PFF.

Appreciation for New Garden Friends

Friends are grateful to New Garden Friends for their hospitality today, and in particular to Al and Sharyn Carwile for providing our morning refreshments and lovely lunch.

Thanks were also extended for the faithfulness of those who traveled far to be at this meeting today.

Meeting closed with a period of worship.